



Board Policy
Chapter 2 – Board of Trustees

BP 2410 BOARD POLICIES AND ADMINISTRATIVE REGULATIONS

The Board of Trustees shall be the policy-making body of the Santa Monica Community College District and shall establish general policies governing the operations of the college in accordance with its Vision, Mission, Supporting Goals, and Institutional Learning Outcomes. Implicit in the adoption of policies is the understanding that the Superintendent/President is delegated the authority to carry them out.

The Board of Trustees may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.

The policies adopted by the Board of Trustees are consistent with the provisions of the law, but do not encompass all laws relating to the District's activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

The Board of Trustees shall determine the general scope and nature of the operation of the District, but shall not make specific administrative regulations, unless:

1. law requires the Board of Trustees to do so, or
2. a particular matter is of such magnitude that the Superintendent/President should not bear the responsibility alone and needs specific action of the Board of Trustees on such matter.

The Board of Trustees shall seek the recommendation of the Superintendent/President prior to adopting, amending, repealing, or suspending any policy. The formal adoption of policies shall be recorded in the minutes of the Board of Trustees. Only those written statements so adopted and so recorded shall be regarded as official Board policy.

Policies of the Board may be adopted, revised, added to, or amended at any regular Board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended.

However, revisions of a technical nature that do not affect the intent of the bylaws may be adopted, amended, or repealed at a meeting in which the proposal has been submitted in writing.

The Board of Trustees shall regularly assess its policies for effectiveness in fulfilling the District's mission.

The bylaws and the policies of the Board of Trustees shall be subject to temporary suspension upon the affirmative vote of four or more members of the Board of Trustees.

Administrative regulations are to be issued by the Superintendent/President as statements of method to be used in implementing board policy. Such administrative regulations shall be consistent with the intent of board policy. Administrative regulations may be revised as deemed necessary by the Superintendent/President.

The Board of Trustees does not adopt administrative regulations unless specifically required to do so by law, or unless requested to do so by the Superintendent/President. Adoption and amendment of such adopted regulations shall be by the same procedure as that specified for policies.

The Board of Trustees reserves the right to review and suggest revisions of administrative regulations should they, in the judgment of the Board, be inconsistent with the policies adopted by the Board.

Copies of all board policies and administrative regulations shall be readily available to District employees through the Superintendent/President.

References:

Education Code Section 70902;
ACCJC Accreditation Standard 4.4

Adopted: May 1, 2000

Revised: July 5, 2016, June 6, 2017: June 4, 2024 (references only)

(Replaces former SMC BP 1220)