

The formulation and adoption of written policies constitutes the basic method by which the Board exercises its leadership in the operation of the College. Board policies provide guides for the discretionary action of those to whom it delegates authority to administer the College. The study and evaluation of reports concerning the execution of its written policies is how the Board exercises its control over the operation of the College.

A policy shall not be voted on at the first meeting during which it is discussed. After discussion has revealed the sentiment of the Board regarding the proposed policy, or change of policy, the college President shall be instructed to prepare the policy statement, and, if the President or the Board deems it necessary, the college President shall have prepared a staff report on the implications of the policy if adopted. If circumstances require immediate action, the Board may temporarily adopt, amend, or repeal a policy, until final action can be taken at the next regularly scheduled meeting.

Recognizing its own function as the lawful and final authority in policy matters, the Board accepts the principle that those who are affected by policy should be involved in the formulation of those policies, unless such policies are mandated by federal or state law. The Board, therefore, directs that a procedure be utilized whenever appropriate whereby staff and administration work together in this process.

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*Date of Policy Adoption:*                      *June 12, 2008*

*References:*                                      *ARS 15-1445*