

The Board expects of itself, as a whole and of its members, ethical and professional conduct. This commitment includes proper use of authority, recognition of the limitations of that authority and appropriate decorum in group and individual behavior when acting as Board members during lawfully convened meetings of the Board, and when appearing in the community in a setting in which community members look to the individual for information or leadership due to the person's role as an elected or appointed Board member.

Each Board member must represent non-conflicted loyalty to the interests of the entire community of Mohave County. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups, membership on other boards and staffs, and an individual's employment or profession. Likewise, Board members are elected to serve on an impartial and nonpartisan basis, and this accountability supersedes the personal interest of any Board Member acting as an individual consumer of the organization's services and when serving as a steward on behalf of the college district.

Each Board member shall at all times avoid any conflict of interest with respect to the Board member's fiduciary responsibilities. There shall be no self-dealing or any conduct of private business or personal services between any Board member and the district except as authorized by law and Board policy and procedure to assure openness, competitive opportunity, and equal access to "inside" information. The Arizona Conflict of Interest laws, Arizona Revised Statutes Sections 38-501, *et. seq.* shall be followed at all times by Board members and College staff.

No Board member shall use his or her position to obtain employment in or contracts with the District for the Board member, family members, or close associates.

No Board member shall attempt to exercise individual authority over the organization except as authorized by law and explicitly set forth in Board policies.

Each Board member's interaction with the President or with staff shall recognize the lack of authority in any individual Board member or group of Board members except as authorized by law and explicitly set forth in Board policies.

Each Board member's interaction with the public, press or other entities shall recognize the same limitation and the similar inability of any Board member or group of Board members to speak for the Board except as authorized by law and explicitly set forth in Board policies.

No Board member shall express public judgments of the President's or any other staff member's performance except as that performance is assessed against explicit Board policies by the evaluation process set forth in adopted policies and procedures, and the Board is lawfully convened in a properly posted meeting.

Individual Board members shall deal positively and respectfully with each other, including the use of open and honest communication.

The Board as a whole in its meetings shall provide sufficient opportunities for open, respectful, and honest communication with its internal and external communities.

In particular, each District Governing Board member shall:

- A. Recognize that authority rests only with the District Governing Board as a whole in lawfully convened meetings; consistent with this principle, outside of lawfully convened meetings, Board members shall not represent that they speak for or may act on behalf of the Board or the District unless expressly authorized to do so by a vote of the Board taken in public during a lawfully convened meeting.
- B. Recognize that only the district governing board as a whole has the legal status to act for the governing board and the district.
- C. Insist on written policies and procedures as the basis for governance.
- D. Refuse to use their positions on the governing board for personal gain.
- E. Refuse to bring personal problems into governing board considerations.
- F. Maintain a professional demeanor and respect the opinions of citizens, fellow Board members, and staff members.
- G. Respect citizens who wish to be heard at official meetings.
- H. Remember that information requests of the college from individual Board members must be addressed to the President.
- I. Refuse to participate in secret or any other meetings of the board not posted and convened in accordance with the Arizona Open Meeting Law, Arizona Revised Statutes Section 38-431, *et. seq.*
- J. Refrain from making commitments on any matter which should properly come before the governing board as a whole.
- K. Accept the principle of majority rule in governing board decisions.
- L. Make decisions based on all available facts.
- M. Understand that their basic roles are that of policy-making and not administration.
- N. Respect the President's authority to make administrative decisions.
- O. Respect the President's authority, and support the President's decisions in administrative matters, day-to-day operations, and supervision of all other employees.

- P. Recognize that the President reports to the governing board, not an individual Board member, and that the President supervises all other employees.
- Q. Not become involved at any level in conducting personal investigations into college personnel matters.
- R. Insist that all college business transactions be based on considerations of ethical behavior and in compliance with applicable law and district policy and procedure.
- S. Refer all complaints, problems, personal criticism and administrative questions to the President of the college for disposition in accordance with the policies and procedures of the college and applicable law.

When the conduct or behavior of a member is perceived by another member to violate applicable law or the Board's own established policies, the complaining member may submit the complaint in writing to the President with a request for inclusion as a Board agenda item at the next regular meeting of the Board. The Board may then provide for an independent review of the alleged violation of law or policy by directing the President to arrange such an independent review, or take other action which may be required by law or District policy. After the independent review is reported to the Board, the Board may address the findings at a public meeting, and if the report findings indicate that a violation of law or District policy has occurred, make specific recommendations to reasonably ensure that the violation of law or District policy will not recur. The Board recognizes that as a Board, it has no authority to remove or otherwise sanction an elected or appointed Board member, but also that it may be required to initiate remedial or corrective action, carried out in accordance with the Open Meeting Law and applicable law and District policies, in instances where actions of a Board member may have jeopardized the interests of the District and the College.

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References: ARS 15-1445