

November 21, 2013

14-059

REVISE BOARD POLICY B 213 (SECOND READING)

PREPARED BY: Randy McEwen, Vice President

APPROVED BY: Dr. Jeremy Brown, President

REPORT: By Board Policy B 213, the Board delegates to the President the power and duty to "...adopt administrative procedures as required by Board policy, as otherwise directed by the Board, or as the President deems necessary for the effective administration of the college;"

As reviewed with the Board at its Sept. 19, 2013 meeting over the College's history, staff and the Board have exercised great care to preserve the Board's sole authority to set policy. "Policy" is widely understood within the College as those things that have the force of internal law. "Procedures" have fallen short of this level of importance.

Perhaps more importantly, the College is increasingly required to provide to regulatory agencies and agencies with whom we contract statements of policy that the College has defined as "procedures" in keeping with B 213. Frequently we have not been able to clearly meet these needs because there is a material difference in the eyes of the requesting agency between titles using "policy" versus "procedure". Even though the intent of things we consider as operating procedures is the same as the request for policy statements, the simple fact that our title is "procedure" is insufficient.

The Board could determine that it wishes to have approval authority over all the College's operating procedures so that those may be deemed "policy". Staff feels this would be an exhaustive task and difficult to manage over time, as well as a potential infringement on the President's authority granted in B 213. A more practical approach is to confer to the President authority to "...adopt operating policies and procedures...for the effective administration of the college."

RECOMMENDATION: That the Board of Directors approve on Second Reading the proposed revision to Policy B 213 as shown in Exhibit C.