

## **2410 – Board Policies and Administrative Rules**

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

The policies have been written to be consistent with provisions of law but do not encompass all laws relating to the College's activities. All Columbia Gorge Community College employees are expected to know and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board of Education may be adopted, revised, added to, or amended at any regular Board of Education 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. The Board of Education shall regularly assess its policies for effectiveness in fulfilling Columbia Gorge Community College's mission.

Administrative rules are to be issued by the President as statements of method to be used in implementing Board of Education policy. Such administrative rules shall be consistent with the intent of Board of Education Policy. Administrative rules may be revised as deemed necessary by the President

The President shall, [*schedule to be determined by the Board of Education; suggest annual or biennial*], provide each member of the Board of Education with copies of the administrative rules with revisions since the last time they were provided. The Board of Education reserves the right to direct revisions of the administrative rules should they, in the Board of Education's judgment, be inconsistent with the Board of Education's own policies.

Copies of all Board of Education policies and administrative procedures shall be readily available to Columbia Gorge Community College employees through the President's Office

### **Legal Reference(s):**

1. NWCCU Standard 2.A.2 and 2.A.6