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**Policy**
**2410 Board Policies and Administrative Procedures**

The Board 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 have been written to be consistent with provisions of law, but do not encompass all laws relating to District activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

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. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission. Non-substantive changes, such as updated Code references and external agency name changes, shall not require Board adoption; however, such changes will be presented to the Board as information items.

Administrative procedures are to be issued by the Chancellor as statements of method to be used in implementing Board Policy. Such administrative procedures shall be consistent with the intent of Board Policy. Administrative procedures may be revised as deemed necessary by the Chancellor. Revisions to administrative procedures will be presented to the Board as information items on Board agendas.

The Board reserves the right to direct revisions of the administrative procedures should they, in the Board's judgment, be inconsistent with the Board's own policies.

All Board policies and administrative procedures are regularly updated and available to District employees and the general public, and are located at the District's website at <http://www.yosemite.edu/trustees/boardpolicy>.

**Cross References (see also):**

YCCD Policy 2200 – Board Duties and Responsibilities

**References:**

Education Code Section [70902](#); [ACCJC Accreditation Standards IV.C.7, IV.D.4, I.B.7, and I.C.5](#) (formerly IV.B.1.b & e)

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**Adopted:** August 6, 2002

**Revision Adopted:** ~~February 8, 2012, April 10, 2013~~, March 9, 2016

**Last Reviewed:** March 9, 2016

## Administrative Procedure

### 2410 Board Policies and Administrative Procedures

The Board may delegate to the Chancellor the responsibility to develop or revise existing Board policies that will be agendized for a first and second reading prior to approval by the Board.

The Board may direct the Chancellor to solicit recommendations from all participatory governance groups within the District prior to final Board approval of new or revised policies.

The Board may delegate to the Chancellor the responsibility to develop and implement Board policy as approved and develop and implement administrative procedures. The Chancellor will ensure that all participatory governance groups have an opportunity to participate in developing Board policy and procedures.

The Chancellor or designee shall have the responsibility of coordinating the periodic review and updating of Board Policy.

#### References:

Education Code Section [70902](#); [ACCJC Accreditation Standards I.B.7; I.C.5; IV.C.7; and IV.D.4](#) (formerly IV.B.1.b & e)

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**Procedure Last Revised:** April 11, 2007, February 8, 2012, April 10, 2013, March 9, 2016

**Last Reviewed:** March 9, 2016