

# CITRUS COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

## **AP 2000                    BOARD POLICY AND ADMINISTRATIVE PROCEDURE**

**References:**                    Education Code Section 70902;  
    ACCJC Accreditation Standard IV.B.1.b and e

The following procedures have been established by the Board of Trustees of Citrus College for adopting or changing Board Policies and Administrative Procedures:

- Policy proposal or modifications to policy may be initiated locally by an individual committee, department or other campus group.
- Proposals are referred to the appropriate Standing Committee of the college Steering Committee.
- Proposals are drafted into policy format and after approval by the Standing Committee, distributed to campus groups for review, discussion and comment.
- After receipt of comments from all constituent groups (ie; Associated Students, Academic Senate, CSEA, Management Team, and Supervisors/Confidential), the Standing Committee considers any proposed modifications and the policy draft may be revised accordingly.
- Following final approval by the Standing Committee, the proposal is placed on the Steering Committee agenda for consideration.
- After approval by the Steering Committee, the policy is submitted to the Board of Trustees for adoption.
- The Board of Trustees will review all Board Policies and Administrative Procedures on a three-year cycle, reviewing one-third each year.

(Replaces Citrus College Policy P-2003)

Board Approved	03/17/09
Desk Review	01/18/12
Desk Review	03/19/13
Desk Review	03/08/19