

Governing Board
David N. MacDiarmid, *President*
Kristine L. Chase, *Vice President*
William M. Corey, *Secretary*
Sheila A. Grilli
John T. Nejedly

**The Colleges of
Contra Costa**

pathways to success

Chancellor
Charles C. Spence
College Presidents
Contra Costa College Helen Spencer (Interim)
Diablo Valley College Mark G. Edelstein
Los Medanos College Raul Rodriguez

March 25, 1999

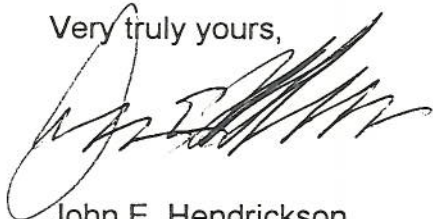
Phil Batchelor, Clerk of the Board of
Supervisors and County Administrator
Contra Costa County
651 Pine Street, Room 106
Martinez, California 94553-1293

Re: Conflict of Interest Code - Contra Costa Community College District

Dear Mr. Batchelor:

Enclosed is a certified copy of a Resolution Establishing a new Conflict of Interest Code approved by the Governing Board of the Contra Costa Community College District at its March 24, 1999 meeting.

Very truly yours,



John E. Hendrickson
Vice Chancellor, Business Services

JEH:j

GOVERNING BOARD
CONTRA COSTA COMMUNITY COLLEGE DISTRICT
OF
CONTRA COSTA COUNTY
MARTINEZ, CALIFORNIA

REPORT NO. 69-B

DATE March 24, 1999

PURPOSE Resolution Establishing Conflict of Interest Code (Second Reading) -
ROLL CALL VOTE REQUIRED

TO MEMBERS OF THE GOVERNING BOARD

It is recommended that the attached Resolution Establishing Conflict of Interest Code be approved and adopted. It is further recommended that the Conflict of Interest Code be rescinded from the Rules and Regulations of the Governing Board Policy Manual.

ROLL CALL VOTE

David N. MacDiarmid	-	Aye
Kristine L. Chase	-	Aye
William M. Corey	-	Aye
Sheila Grilli	-	Aye
John T. Nejedly	-	Aye

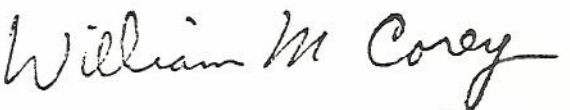
This is to certify that the above recommendation was approved by a favorable vote of the Governing Board of the Contra Costa Community College District at a
REGULAR meeting

held on MAR 24 1999

Assistant Secretary

Disposition **APPROVED**
Governing Board

Date **MAR 24 1999**


Secretary

Contra Costa Community College District
Martinez, California

RESOLUTION ESTABLISHING CONFLICT OF INTEREST CODE

BE IT HEREBY RESOLVED that the Governing Board of the Contra Costa Community College District, in compliance with the Political Reform Act (Government Code Section 8100, et. Seq.), establishes the following as its Conflict of Interest Code, effective April 1, 1999.

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730) which contains the terms of a standard conflict of interest code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached appendices designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the Contra Costa Community College District. A copy of this regulation and any amendments to it will be retained in the office of the Vice Chancellor, Business Services.

Designated employees shall file their statements with the Contra Costa Community College District which will make the statements available for public inspection and reproduction. (Gov. Code Section 81008.) Statements for all designated employees will be retained in the office of the Vice Chancellor, Business Services, Contra Costa Community College District.

PASSED AND ADOPTED by the Governing Board of Contra Costa Community College District of Contra Costa County, State of California, this 24th day of March, 1999, by the following votes.

AYES: David N. MacDiarmid, Kristine L. Chase, William M. Corey,
Sheila Grilli, John T. Nejedly

NOES: None

ABSENT:None


Secretary of the Governing Board
Contra Costa Community College District

Contra Costa Community College District
Designated Positions/Disclosure Categories

Designated Position	Assigned Disclosure Category
Governing Board Member	1
Chancellor	1
President	1
Vice Chancellor, Business Services	1
Vice Chancellor, Educational Programs and Services	1
Vice Chancellor, Human Resources	1
Director of Facilities and Planning	1
Director of Information Technology	1
Director of Purchasing	1
Comptroller/Assistant Chief Fiscal Officer	2
Director of Business Services	2
Director, San Ramon Center for Higher Education	2
Director of Community Relations and Marketing	3
Vice President of Academic Affairs/Student Services	2
Dean of the College	2
Dean of Economic Development	3
Dean of Economic Development and Instructional Services	3
Dean of Instruction	3
Dean of Liberal Arts and Sciences	3
Dean of Occupational Education	3
Dean of Planning, Research and Professional Development	3
Dean of Student Services	3
Assistant Dean of Economic Development/Occup. and Community Ed.	3
Assistant Dean of Instruction	3
Assistant Dean of Student Services	3
Assistant Dean, Health Sciences and Related Programs	3

Designated Position	Assigned Disclosure Category
Director of Admissions and Records	3
Director of Admissions, Records and Relations with Schools	3
Director of College Development	3
Director of Computer and Media Services	3
Director of District Research	3
Director of Enrollment Management	3
Director of Instructional Support	3
Director of International Education	3
Director of Library Services	3
Director of Marketing and Media Design	3
Director of Matriculation and Research	3
Director of Public Safety and Related Programs	3
Director of Special Programs and Services	3
Director of Student Programs and Services	3
Assistant Director of Human Resources	3
Academic/Student Services Program Manager (DSPS) (EOPS)	3
Buildings and Grounds Manager	3
Central Services/Phototypesetting Manager	3
Chief Accountant	2
Chief of District Police Services	3
College Bookstore Manager	3
College Center Manager	3
Custodial Manager	3
Data Processing Operations Manager	3
District Budget and Special Funds Manager	2
Manager of Audit Services	2
Manager of Career Development and Assessment	3
Manager of Custodial and Administrative Services	3
Manager of Financial Aid and Cashiers Office	3
Manager of Student Equity and Re-Entry Services	3

Designated Position	Assigned Disclosure Category
Manager of Technology Services	3
Network Technology Manager	3
Payroll Manager	3
Police Services Lieutenant	3
Public Information Officer/Special Assistant to the President	3
Satellite Business Services Manager	3
Technology Applications Manager	3
Division Chairperson	3
Consultant	*

DISCLOSURE CATEGORIES

Designated Employees in Category 1 must report:

All investments, all interests in real property, income from any source and any business entity in which the person is a director, officer, partner, trustee, employee, or holds any position of management. Financial interests are reportable only if located within the Contra Costa Community College District or if the business entity is doing business or planning to do business in the District (and such plans are known by the designated employee) or has done business within the District at any time during the two years prior to the filing of the statement.

Designated Employees in Category 2 must report:

Investments in any business entity, income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity, which, within the last two years, has contracted, or in the future foreseeably may contract with the Contra Costa Community College District to provide services, supplies, materials, machinery or equipment.

Designated Employees in Category 3 must report:

Investments in any business entity, income from any source and status as a director, officer, partner, trustee, employee, or holder of a position of management in any business entity which, within the last two years, has contracted or in the future foreseeably may contract with the Contra Costa Community College District to provide services, materials, machinery or equipment which are of the type utilized by the department(s) to which the designated employee is assigned.

Consultant

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

1. The Chancellor, or designee, may determine, in writing, that a particular consultant, although a "designated position," is hired to perform a range of duties limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of disclosure requirements. The Chancellor, or designee's determination is a public record and shall be retained for public inspection, in the Comptroller's Office.