



Policy Type: Executive Limitations
 Policy Title: Human Relationships
 Policy Number: 3.2
 Office Responsible: CEO
 Related Policies: 2.2 and 2.3
 Related Procedures: N/A
 Related Laws: N/A
 HLC Criterion: 2A

Policy Statement

The CEO shall create and sustain an environment that supports the achievement of the Board’s Ends. As such, the CEO shall foster positive relationships by treating students, employees, and members of the community in an ethical and equitable manner.

Accordingly, the CEO shall not:

1. Manage the college without adequate administrative policies, rules, guidelines, and/or procedures which set forth performance and behavioral expectations for students, employees and members of the community, provide processes for effective handling of complaints, ensure due process and protect against harmful conditions.
2. Fail to comply with all federal, state, and local laws, rules and regulations pertaining to students and employees.
3. Prevent students, employees and members of the community from using established complaint resolution procedures.
4. Fail to implement processes that inform students and employees about their legal rights and responsibilities.
5. Fail to take appropriate action when the CEO becomes aware of any violation of law or of Board policy.
6. Fail to make reasonable efforts to create a work environment of open, transparent and honest communication that encourages the development of trust, cooperation and collaboration while maintaining appropriate confidentiality.

Change Log

Date of Change	Description of Change	Responsible Party
4/17/2018	Initial policy approved by Board to become effective 7/1/2018	Board of Trustees
7/1/2018	Effective date of initial policy	Board of Trustees