
**Allan Hancock Joint Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2710 CONFLICT OF INTEREST

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. Sec. 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's 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 Allan Hancock Joint Community College District (District).

Designated positions shall file their statements with the District, which will make the statements available for public inspection and reproduction. (Gov. Code Section 81008.) Statements for all designated positions will be retained by the District.

Adopted: 12/17/92
Revised: 8/18/04
Revised: 11/18/08
Revised: 9/13/11

Revised: 11/18/14
Revised: 2/9/16
Revised: 12/15/20

(Replaces Board Policy 1400)

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
CONFLICT-OF-INTEREST CODE
APPENDIX A - DESIGNATED POSITIONS**

POSITION	CATEGORY
Academic Specialist/Mathematics, Engineering, & Science Achievement	3
Associate Superintendent/Vice President, Academic Affairs	1, 2
Associate Superintendent/Vice President, Student Services	1, 2
Deans	3
Deans, Associate	3
Department Chairs	3
Director, Artistic/Associate Dean, PCPA	3
Director, Admissions and Records	3
Director, Business Services	1
Director, Cal-SOAP	3
Director, College Achievement Now (CAN/Trio Program)	3
Director, K-12 Partnership, Cooperative Work Experience, Career Development	3
Director, Human Resources/Labor Relations	3
Director, Information Technology	3
Director, Institutional Grants	3
Director, EOPS and Special Outreach	3
Director, Deputy Sector Navigator AWET	3
Director, Executive, Foundation	3
Director, Fire, Safety and EMS Education	3
Director, Learning Assistance Program	3
Director, Law Enforcement Training	3
Director, Managing, PCPA	3
Director, Marketing, PCPA	3
Director, Plant Services	3
Director, Public Affairs and Publications	3
Director, Public Safety/Chief of Police	3
Director, Special Projects (Grants)	3
Director, Student Financial Aid	3
Director, Technical, PCPA	3
Landscape Supervisor	3
Maintenance Supervisor	3
Production Manager, PCPA	3
Purchasing Agent	1
Purchasing Coordinator, PCPA	1
Vice President, Institutional Effectiveness	1

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
CONFLICT-OF-INTEREST CODE
APPENDIX A - DESIGNATED POSITIONS**

POSITION	CATEGORY
Board Members, Retirement Board of Authority	1
Board Members, Viticulture and Enology Foundation	3, 4
Consultants/New Positions	*

NOTE: Board Members of the Retirement Board of Authority and Board Members of the Viticulture and Enology Foundation should file under the broadest assigned disclosure if he/she also files under another position designated in the code or is listed as an 87200 filer.

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

The Superintendent/President may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is 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/new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent/President’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

The following positions are not covered by the code because the positions manage public investments. Individuals holding such positions must file under Government Code Section 87200 and are listed for informational purposes only. Section 87200 requires disclosure of all investments and business positions in business entities, all income, including gifts, loans and travel payments, and real property.

Board of Trustees
Superintendent/President
Associate Superintendent/Vice President, Administrative Services

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT
CONFLICT-OF-INTEREST CODE
APPENDIX B-DISCLOSURE CATEGORIES**

Category 1: All investments and business positions in business entities, and sources of income, (including receipt of gifts, loans, and travel payments) from business entities that provide services, supplies, materials, machinery, vehicles or equipment of the type purchased or leased by the District.

Category 2:

- a. Interests in real property within the boundaries of the District that are used by the District or are of the type that could be acquired by the District as well as real property within two miles of the property used or the potential site.
- b. Investments and business positions in business entities or income (including receipt of gifts, loans, and travel payments) from sources of the type that engage in the acquisition or disposal of real property or are engaged in building construction or design for school districts.

Category 3: All investments and business positions in, and sources of income, (including receipt of gifts, loans, and travel payments) from business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department.

Category 4: Interests in real property that are used by the Foundation or are of the type that could be acquired by the Foundation.