

## **BOARD POLICIES**

ARTICLE NUMBER: 102

LAST APPROVED: April 7, 2008, October 13, 2014, November 6, 2017, November 1 2020, February 7, 2022

REFERENCE:

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### OVERVIEW

- A. The policies adopted by the College Board of Education have been written to be consistent with the provisions of law, but do not encompass all laws relating to the College's activities. All employees will be expected to know and will be held responsible for observing all provisions of law pertinent to their activities as College employees.
- B. Any policy needing immediate action may be enacted by a unanimous vote of the entire Board. The vote will be entered in the minutes of the meeting.
- C. Additions, changes and/or deletions of policies governing the College shall be considered by the Board at a minimum of two (2) separate meetings before final action is taken. Amendment will be made by the repeal of the existing policy and, if required, the enactment of a new policy.
- D. The President will furnish a copy of the policies and a copy of any amendment thereof to each employee and to any interested person. All Board policies will be available to everyone online from the TBCC website or through the Policy Tech program.
- E. Administrative rules: The College has a number of procedures and operational rules that are implemented operationally on a daily basis. These procedures are policy driven and are approved by the College Council as "Administrative Rules." The College Council approves all Administrative Rules. A complete review of the Administrative Rules will take place every six years, in alternating three year intervals with the Board Policy reviews.
- F. Board Policy: The Board policies will be reviewed by the Board Policy Review Committee every six years (alternating on three year intervals with the Administrative Rules review), with changes approved by the Board.