GLENDALE COMMUNITY COLLEGE DISTRICT

3050
ADMINISTRATIVE REGULATION

Conflict of Interest Code of the Glendale Community College District

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government 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 into the conflict of intersect code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Trustees and Superintendent/President and forward the originals of such statement to the executive Office of the Board of supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be made available for public inspection and reproduction (Gov. Code Section 81008).

Adopted 10/16/02
Revised 02/17/09, 12/7/10

GLENDALE COMMUNITY COLLEGE DISTRICT

EXHIBIT 'A'

Category 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

Category 2

Persons in this category shall disclose all investments and business positions.

Category 3

Persons in this category shall disclose all income and business positions.

Category 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

Category 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

Revised: 4/92; 7/93; 10/16/02; 02/17/09, 12/7/10

GLENDALE COMMUNITY COLLEGE DISTRICT

EXHIBIT "B"

Designated Positions	Disclosure Categories
Board of Trustees, Members	1, 2, 3
Superintendent/President	1, 2, 3
Executive Vice President, Administrative Services	1, 2, 3
Executive Director of the College Foundation	2, 3
Vice President, Instructional Services	4
Vice President, Student Services	4
Controller	2, 3
Administrative Dean, Instructional Services, Continuing & Community Education	4
Director, Facilities	4
Program Director, Professional Development Center	4
Director, Business Services	4
Senior Food Service Manager	4
Dean, Student Affairs	4
Dean, Student Services	4
Dean, Admissions and Records	4
Dean(s), Instructional Services	4
Dean, Research, Planning & Grants	4
Administrative Dean, Human Resources	2, 3
Program Manager III, DSPS Director	4
Associate Dean, Curriculum Management	4
Associate Vice President, Information & Technology	4
Associate Dean, Instructional Technology	4
Staff Development Officer	4
Bond Oversight Committee	4
Consultant	5

Revised: 10/16/91; 10/24/95; 07/01/06; 02/17/09; 12/7/10; 12/6/11