

**CONFLICT-OF-INTEREST CODE FOR THE
WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT**

The Political Reform Act, Government Code Sections 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 California Code of Regulations Section 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, the standard code 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 positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **West Valley-Mission Community College District (District)**.

Individuals holding designated positions shall file their statements with the **District**, which will make the statements available for public inspection and reproduction. (Government Code Section 81008.) All statements will be retained by the **District**.

**CONFLICT-OF-INTEREST CODE FOR THE
WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT**

**APPENDIX A
DESIGNATED POSITIONS**

Designated Positions	Disclosure Categories
Accounting Manager	3
Associate Vice Chancellor, Facilities Development and Operations	1, 2
Associate Vice Chancellor, Finance and Administration	3
Associate Vice Chancellor, Governmental Relations and Public Communications	3
Associate Vice Chancellor, Human Resources	3
Associate Vice Chancellor, Information and Educational Technology	3
Associate Vice Chancellor, Public Health and Safety	3
Athletic Director	2
Board of Trustees Members	1, 2
Chancellor	1, 2
Dean	3
Director, Accounting	2
Director, Business and Workforce Development	3
Director, Bond Program Finance	1,2
Director, Budget	3
Director, Communications and Instructional Technology	3
Director, Community Services	3
Director, Compliance, Training and Employee Relations	3
Director, Enrollment and Financial Services	3
Director, Facilities Construction	1, 2
Director, Facilities Maintenance	3
Director, Information Technology	3
Director, Marketing and Public Relations	3
Director, Research and Planning	3, 4
Director, Student Development	2
Director, Student Health Services	3
Executive Director, Advancement	3, 4
Executive Director, Facilities Maintenance, Operations and Construction	1, 2
Executive Director, Bond Construction	1, 2
Executive Director, Financial Services	3
Executive Director, General Services	2
Executive Director, Health Services	2
Executive Director, Intercollegiate Athletics	2
Executive Director, Information Technology	3
Instructor/Coordinator for the Disabled	2
Manager, Construction Finance	1, 2
Manager, Contracts Compliance	2
Manager, Parking and Traffic Operations	2

Designated Positions	Disclosure Categories
Manager, Enrollment Services	3
Police Lieutenant	3
President	1, 2
Program Director, Child Development Center	2
Program Director I, Student Programs	2
Program Director II, Governmental Affairs & Chief of Staff	2
Program Director II, Student Programs	2
Vice President, Administrative Services	1, 2
Vice President, Instruction	2
Vice President, Student Services	2

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**APPENDIX A
DESIGNATED POSITIONS (continued)**

Designated Positions	Disclosure Categories
Consultants/New Positions	*

*Consultants and 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 Chancellor 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 comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Chancellor’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 they must file under Government Code Section 87200 and therefore, are listed for informational purposes only:

Land Corporation, Board of Directors

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Section 87200.

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**APPENDIX B
DISCLOSURE CATEGORIES**

Category 1. Designated positions assigned to this category must report:

- 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 use or potential site.
- b. Investments and business positions in business entities and 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 2. Designated positions assigned to this category must report:

Investments and business positions in business entities and income (including receipt of gifts, loans, and travel payments) from sources of the type that are contractors engaged in the performance of work, training, consulting or services, or are sources that manufacture or sell supplies, instructional materials, machinery, equipment, or vehicles of the type utilized by the District.

Category 3. Designated positions assigned to this category must report:

Investments and business positions in business entities and income (including receipt of gifts, loans, and travel payments) from sources of the type that are contractors engaged in the performance of work, training, consulting or services, or are sources that manufacture or sell supplies, instructional materials, machinery, equipment, or vehicles of the type utilized by the designated position's department.

Category 4. Designated positions assigned to this category must report:

Investments, positions in business entities and income, including gifts, loans and travel payments, from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the District.