

2014 CONFLICT OF INTEREST CODE
BIENNIAL REVIEW REPLY FORM

2014 NOV 12 PM 2 37

CLERK OF THE BOARD
OF SUPERVISORS

Contact Person: Frank D. Fennessey Telephone Number: (619) 888-6953

Name of Agency: San Diego Community College District

Mailing Address: 3375 Camino del Rio South, San Diego, CA 92108

This agency has reviewed its conflict of interest code and has determined that:

Amendments are necessary: (Attach Amended Code)
(Check all that applies)

- Include new positions (including consultants) which must be designated
- Revise the titles of existing positions
- Delete titles of positions that have been abolished
- Delete positions that manage public investments
- Revise disclosure categories
- Other Added positions in purchasing

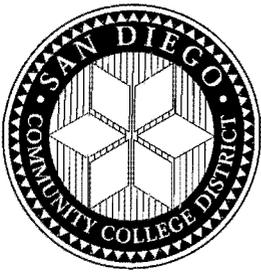
No amendments are necessary. Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; the disclosure assigned to those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foresee-ably be affected materially by the decision made by those designated positions; and the code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer: *Eric M. Coll* Date: 11/10/14

You must complete this report regardless of how recently your code was approved or amended. **Please return this report no later than October 1, 2014 to:**

**Clerk of the Board of Supervisors
(Conflict of Interest Code)
1600 Pacific Highway, Room 402
San Diego, CA 92101**

Approved and/or authorized by the Board of Supervisors of the County of San Diego.	
Meeting Date: <u>12/2/14</u>	Minute Order No. <u>23</u>
By: <u><i>CMC</i></u>	Date: <u>12/2/14</u>
Deputy Clerk of the Board Supervisors	



SAN DIEGO COMMUNITY COLLEGE DISTRICT

COUNTY OF SAN DIEGO

3375 Camino del Rio South
San Diego, California 92108-3883
619-388-6500
CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION

2014 NOV 12 PM 2:37

Human Resources
CLERK OF THE BOARD
OF SUPERVISORS
Risk Management 619-388-6953
FAX 619-388-6898

November 12, 2014

Clerk of the Board of Supervisors
(Conflict of Interest Code)
1600 Pacific Highway, Room 402
San Diego, CA 92101

**Re: San Diego Community College District
Biennial Review – 2014 Conflict of Interest Code Amendments**

Attached is the SDCCD Board of Trustees action amending our conflict of interest code appendix, where the designated positions are listed. Attachment A is the former list of titles, with deleted titles in strike-out, additions and title changes underlined. Attachment B is the current list of the titles after editing.

If I can be of further assistance, please call my office at (619) 388-6953.

Sincerely,

A handwritten signature in black ink, appearing to read "Frank Fennessey", with a long horizontal line extending to the right.

Frank Fennessey, Risk Manager
San Diego Community College District

FF:nj
attachments



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Appendix for Policy 2712

APPENDIX – CONFLICT OF INTEREST CODE: Reportable Economic Interest Categories

Designated Positions and Disclosure Requirements

1. The persons occupying following positions manage public investments. They shall file a full statement of economic interests pursuant to Government Code Sections 87200 et seq.:
 - Board Members
 - Chancellor
2. Disclosure Categories: The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the designated employees must disclose for each disclosure category to which he/she is assigned.

CATEGORY 1

Include District officials, employees, and consultants* whose **duties are broad and indefinable**. You are required to disclose on the annual FORM 700-Statement of Economic Interests all reportable:

1. Sources of income,
2. Interests in real property,
3. Investments, and
4. Business positions in business entities

CATEGORY 2

Includes District officials and employees whose decisions **may affect real property interests**. You are required to disclose on the annual FORM 700 - Statement of Economic Interests all reportable:

1. Investments, business positions, and sources of income of the type which engage in land development, construction or the acquisition or sale of real property, and
2. All interests in real property located within the District, including property located within a two mile radius of any property owned or used by the District.

CATEGORY 3

Includes District officials and employees whose duties include participating in contracting or purchasing **for the entire District**. You are required to disclose on the annual FORM 700 - Statement of Economic Interests all reportable:

1. Investments, business positions, and sources of income of the type which manufacture, sell or provide services, supplies, materials, books, machinery or equipment of the type utilized by the District.

CATEGORY 4

Includes District officials and employees whose duties include participating in contracting or purchasing for a **specific department** within the District. You are required to disclose on the annual FORM 700 - Statement of Economic Interests all reportable:

1. Investments, business positions, and sources of income of the type which manufacture, sell or provide services, supplies, materials, books, machinery or equipment of the type utilized by the designated employee's department or division within the District.

<u>DESIGNATED POSITIONS</u>	<u>Reportable Economic Interest Category Numbers</u>
1. Board Members	1
2. Chancellor	1
3. Executive Vice Chancellor Business & Technology Services	1
(a) Director, Information Technology	2, 3
(b) Director, Business Support Services	2, 3
(c) Controller	2, 3
(d) Purchasing and Contract Supervisor	2, 3
(e) District Bookstore Manager	2, 3
(f) District Food Service Manager	2, 3
4. Vice Chancellors	
(a) Facilities Management	2, 3
(1) Director, Facilities Services	3
(2) Architect	2, 3
(3) Construction Manager	2, 3
(4) Assistant Construction Manager	2, 3
(5) Contract Specialist	2, 3
(6) Real Property Agent	2, 3
(7) Supervisor, Equipment Repair and Alarm System	3
(8) Supervisor, Building and Grounds	3
(9) Supervisor, HVAC and Electrical	3

(10) Chief of Police	2, 3
(b) Human Resources	2, 3
(1) Director, Legal Services and EEO	3
(2) Equal Opportunity and Diversity Officer	3
(3) Risk Manager	3
(c) Instructional Services and Planning	2, 3
(d) Student Services	2, 3
(e) Director, Communication and Public Relations	4
5. Director, Military Education	3, 4
6. Colleges/Continuing Education Centers	
(a) Presidents	1
(b) Vice Presidents, Administrative Services	2, 3
(c) Vice Presidents, Instruction	2, 3
(d) Vice Presidents, Student Services	2, 3
(g) Continuing Education Deans	4
7. Auxiliary Organization	1
8. Consultants	1*

* Consultants shall be included in the list of designated employees 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, 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'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.

SUPERSEDES:
September 11, 2008



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Appendix for Policy 2712

APPENDIX – CONFLICT OF INTEREST CODE: Reportable Economic Interest Categories

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1. The persons occupying following positions manage public investments. They shall file a full statement of economic interests pursuant to Government Code Sections 87200 et seq.:
 - Board Members
 - Chancellor
2. Disclosure Categories: The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property which the designated employees must disclose for each disclosure category to which he/she is assigned.

CATEGORY 1

Include District officials, employees, and consultants*, ~~and foundation members whose~~ **duties are broad and indefinable**. You are required to disclose on the annual FORM 700- Statement of Economic Interests all reportable:

1. Sources of income,
2. Interests in real property,
3. Investments, and
4. Business positions in business entities

CATEGORY 2

Includes District officials and employees whose decisions **may affect real property interests**. You are required to disclose on the annual FORM 700 - Statement of Economic Interests all reportable:

1. Investments, business positions, and sources of income of the type which engage in land development, construction or the acquisition or sale of real property, and
2. All interests in real property located within the District, including property located within a two mile radius of any property owned or used by the District.

CATEGORY 3

Includes District officials and employees whose duties include participating in contracting or purchasing **for the entire District**. You are required to disclose on the annual FORM 700 - Statement of Economic Interests all reportable:

1. Investments, business positions, and sources of income of the type which manufacture, sell or provide services, supplies, materials, books, machinery or equipment of the type utilized by the District.

CATEGORY 4

Includes District officials and employees whose duties include participating in contracting or purchasing for a **specific department** within the District. You are required to disclose on the annual FORM 700 - Statement of Economic Interests all reportable:

1. Investments, business positions, and sources of income of the type which manufacture, sell or provide services, supplies, materials, books, machinery or equipment of the type utilized by the designated employee's department or division within the District.

<u>DESIGNATED POSITIONS</u>	<u>Reportable Economic Interest Category Numbers</u>
1. Board Members	1
2. Chancellor	1
3. Executive Vice Chancellor Business & Technology Services	1
(a) Director, Information Technology	2, 3
(b) Director, Business Support Services	2, 3
(c) Controller	2, 3
(d) Purchasing and Contract Supervisor	2, 3
(e) District Bookstore Manager	2, 3
(f) District Food Service Manager	2, 3
34. Vice Chancellors	
— (a) Business Services	4
— (ab) Facilities Management	2, 3
(1) Director, Facilities Services	3
(2) Architect	2, 3
(3) Construction Manager	2, 3
(4) Assistant Construction Manager	2, 3
(5) Contract Specialist	2, 3
(6) Real Property Agent	2, 3
(7) Supervisor, Equipment Repair and Alarm System	3
(8) Supervisor, Building and Grounds	3

(9) Supervisor, HVAC and Electrical	3
(10) Chief of Police	2, 3
<u>(be) Human Resources</u>	2, 3
(1) Director, Legal Services and EEO	3
(2) Equal Opportunity and Diversity Officer	3
(3) Risk Manager	3
<u>(cd) -Instructional Services and Planning</u>	2, 3
<u>(ed) -Student Services</u>	2, 3
(e) Director, Communication and Public Relations	4
4. Director, Information Technology	2, 3
55. <u>-Director, Military Education</u>	3, 4
6. Director, Financial Support Services	2, 3
7. Controller	2, 3
8. Director, Purchasing & Contracts	2, 3
69. <u>-Colleges/Continuing Education Centers</u>	
<u>(a) -Presidents</u>	1
<u>(b) -Vice Presidents, Administrative Services</u>	2, 3
<u>(c) -Vice Presidents, Instruction</u>	2, 3
<u>(d) -Vice Presidents, Student Services</u>	2, 3
<u>(e) District Bookstore Manager</u>	3, 4
<u>(f) District Food Service Manager</u>	3, 4
<u>(g) -Continuing Education Deans</u>	4
10. Director, Facilities Services	3
11. Director, Legal Services and EEO	3
12. Equal Opportunity and Diversity Officer	3
13. Architect	2, 3
14. Construction Manager	2, 3
15. Assistant Construction Manager	2, 3
16. Real Property Agent	2, 3
17. Supervisor, Equipment Repair and Alarm System	3,
18. Supervisor, Building and Grounds	3,
19. Supervisor, HVAC and Electrical	3,
20. Chief of Police	2, 3
21. Manager, Risk Management	3
722. Auxiliary Organization Colleges-affiliated Foundations' Presidents and Directors	1
823. Consultants	1*

* Consultants shall be included in the list of designated employees 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, 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'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.

SUPERSEDES:
September 1126, 2008