

TRITON COLLEGE BOARD POLICY

**BOARD OF TRUSTEES, DISTRICT 504**

**GOVERNANCE**

**FORMULATION OF POLICIES**

**POLICY 1110**  
**ADOPTED: 11/20/90**  
**AMENDED: 11/20/01**

The Board of Trustees shall reserve to itself the function of providing guides for the discretionary action of those whom it delegates authority. These guides for discretionary action shall constitute the policies governing the operation of Triton College. They shall be recorded in writing. The formulation and adoption of these written policies shall constitute the basic method by which the Board of Trustees shall exercise its control over the operation of the community college.

A Board policy requires two readings prior to adoption. Both readings shall be at a properly called meeting of the Board.

The formal adoption of policies shall be recorded in the minutes of the Board of Trustees. Only those written statements so adopted and so recorded shall be regarded as official Board policy.

A majority of the voting members of the Board in attendance at a meeting may approve having only one reading of a policy before adoption when the Board of Trustees by majority vote determines it is in the best interest of the College.

The policy manual will be reviewed annually.