



Pima County Community College District Board Policy

<i>Board Policy Title:</i>	Board and College Relationship with General Counsel
<i>Board Policy Number:</i>	BP 6.01
<i>Adoption Date:</i>	10/8/14
<i>Schedule for Review & Update:</i>	Every three years
<i>Review Date(s):</i>	10/8/14, 4/19/18, 11/8/23
<i>Revision Date(s):</i>	11/8/23
<i>Sponsoring Unit/Department:</i>	General Counsel
<i>Motion Number:</i>	201410-04
<i>Legal Reference:</i>	A.R.S. §15-1448; Rule 42, Ariz. R. Sup. Ct.
<i>Cross Reference:</i>	Legal Services, AP 6.01.01

The General Counsel is employed by the Pima County Community College District (“College”) in accordance with Arizona Revised Statutes §15-1448. The College expects the General Counsel to conform to the generally accepted standards of the legal profession, including the Arizona Rules of Professional Conduct promulgated by the Arizona Supreme Court. These professional standards include, without limitation, standards of integrity, competence, diligence, and communication.

1. The General Counsel reports to and is supervised by the Chancellor and is primarily responsible for providing professional legal services to the College’s Board and employees acting in their official capacity in the performance of their duties for the College. Whenever the General Counsel provides legal services to the College, including the Chancellor and the Governing Board, professional standards require that the General Counsel legal advice and services be based upon independent professional judgment.

2. The College as a whole entity is the General Counsel's sole client, regardless of which individual or group represents the College as the General Counsel's client for purposes of any particular communication or representation. The General Counsel owes professional responsibilities to the College as a whole, including the Governing Board as an entity.
3. Only the Governing Board and the Chancellor are authorized to waive attorney-client privilege.
4. To meet the expectations stated above, the General Counsel shall have direct and independent access to the Governing Board; when necessary in the General Counsel professional judgment.
5. The General Counsel will provide timely legal opinions on proposed policies, contracts, documents, and other matters when requested by the Governing Board, the Chancellor, or other College executives.
6. The standards of professional conduct set forth in this policy shall apply to any attorney, in addition to the General Counsel, hired by the College.
7. The Chancellor may assign the General Counsel other administrative responsibilities, including supervision of College functions such as compliance, training, risk management, or other areas. If so assigned, the General Counsel will take reasonable care to clarify when the General Counsel is exercising such administrative responsibility, rather than providing a legal service. The General Counsel will be subject to the direct and exclusive supervision of the Chancellor.