

# UC SAN DIEGO POLICE ACCOUNTABILITY BOARD BYLAWS

Implemented: April 2024

## ARTICLE 1 – NAME AND PURPOSE

The Police Accountability Board (PAB) was established in 2024 to promote accountability, trust, and communication between the University of California, San Diego (UC San Diego) community and the UC San Diego Police Department (UCSDPD) by independently reviewing and making recommendations regarding investigations of complaints made by members of the campus community and the public in a fair and unbiased manner.

## ARTICLE 2 – QUALIFICATIONS

PAB members and alternates must:

- Commit the necessary time throughout the year for PAB training and meetings;
- Prepare and read the appropriate materials in connection with making recommendations; and
- Maintain ethical standards, including confidentiality.

Except for mandatory quarterly meetings, alternates need not attend meetings or review investigation materials if the PAB member will be in attendance.

To ensure independence, no PAB member or alternate may be a current or former employee of UCSDPD, Office of Campus Counsel, or Office of Ethics and Compliance.

## ARTICLE 3 – COMPOSITION

The PAB will be comprised of seven (7) members who broadly represent the diversity of the UC San Diego community. The PAB will include:

- Two (2) undergraduate students;
- One (1) graduate student;
- Two (2) faculty members; and
- Two (2) staff members.

The following entities may submit nominations for representation on the PAB:

- Academic Senate
- Associated Students of UC San Diego
- Community Resource Centers
- Graduate and Professional Student Association
- Staff Association

Interested individuals may also self-nominate to serve on the PAB.

## **ARTICLE 4 – NOMINATIONS, SELECTION AND ALTERNATES**

The entities identified in Article 3 may nominate a representative to the PAB, utilizing each entity's respective nomination process. Each entity will provide at least two (2) nominees. One (1) PAB representative and one (1) alternate will be selected by the Vice Chancellor – Student Affairs and Campus Life or their designee, in consultation with the PAB (once established) from the nominees, which will result in seven (7) PAB members and seven (7) alternates and maintain the composition identified above. All fourteen (14) representatives will participate in training and may have access to confidential investigation reports and attend meetings.

## **ARTICLE 5 – TERMS**

PAB members and alternates will serve two-year terms. To avoid the complete turnover of PAB members, half of the members' and alternates' terms will be extended by one year at the conclusion of their first term. The Center for Student Accountability, Growth, and Education (SAGE) will work with the various entities to maintain both a member and an alternate representative and develop a pipeline of candidates if a member or alternate can no longer serve on the PAB. There are no term limits for members and alternates. Removal of a member of the PAB requires a two-thirds majority vote of the PAB members.

All student and non-salaried staff members may be compensated at the discretion of the Vice Chancellor – Student Affairs and Campus Life.

## **ARTICLE 6 – OFFICERS**

The PAB will elect one (1) of its members as the Chairperson and one (1) as the Vice-Chairperson (who presides in the Chairperson's absence). The Chairperson is responsible for setting meeting agendas and working with SAGE to schedule meetings. Officers shall be elected annually and hold office for one (1) year terms. Officers may be reelected to serve consecutive terms.

## **ARTICLE 7 – ETHICS**

The PAB is governed by the attached Code of Ethics, which is modeled on the Code of Ethics developed by the National Association for Civilian Oversight of Law Enforcement (NACOLE).

## **ARTICLE 8 – REMOVAL**

The appointment of any PAB member who has been absent from three (3) consecutive regular or special meetings will automatically terminate effective on the third such absence.

Any breach of the PAB's Code of Ethics will be cause for review. The Vice Chancellor – Student Affairs and Campus Life or their designee violations of policy, confidentiality, or ethical standards.

SAGE will facilitate a new appointment from the entity represented by the removed member.

## **ARTICLE 9 – QUORUM AND VOTING**

Five (5) members present (in person or remote) constitute a meeting quorum. PAB decisions will be made by majority vote of the members provided a quorum exists. Alternates will only participate and vote in meetings when the PAB member representing their entity is absent.

#### **ARTICLE 10 – RECUSAL**

PAB members must recuse themselves from a matter and notify the PAB chairperson when (1) an actual conflict of interest exists; (2) there is an appearance of impropriety; or (3) a member is concerned with whether they can participate objectively and in an unbiased manner.

#### **ARTICLE 11 – TRAINING AND CONFIDENTIALITY COMMITMENTS**

PAB members and alternates will receive appropriate training regarding police procedures, relevant legal issues, impartiality, the confidential nature of police misconduct investigations and discipline, and the civilian oversight field. PAB members may also accompany members of UCSDPD on a ride along.

Each member must complete a confidentiality agreement as a condition of serving as a member of the PAB.

#### **ARTICLE 12 – PAB POWERS AND DUTIES**

The PAB will:

1. Review relevant UCSDPD policies and procedures and all investigation reports submitted regarding complaints made by members of the campus community and the public against UCSDPD. The PAB will not review any complaints filed by UCSDPD employees.
2. Solicit public input by holding regularly scheduled and advertised meetings at least quarterly, which shall include time for public comment. Additional meetings will be scheduled as needed.
3. Run its meetings utilizing Roberts Rules of Order as a guide.
4. Review and deliberate in closed session, consistent with applicable law, to protect the confidential nature of the complaints and investigation reports.
5. Submit advisory recommendations to the Chief of Police, Vice Chancellor for Resource, Management and Planning, Chief Ethics and Compliance Officer, and Chancellor regarding (1) UCSDPD policies and procedures/training and (2) the findings of investigation reports. The PAB may also solicit progress reports from the Chief of Police regarding policy and training recommendations.
6. Prepare an annual public report for the UC San Diego community and the public as detailed further in Article 13.

#### **ARTICLE 13 – REPORTING**

In the interests of transparency and accountability, and in conformity with Penal Code section 832.7, the PAB will issue an annual public report detailing summary information and statistical

data regarding the number of complaints filed, the type of complaints filed, analysis of trends or patterns, the ultimate disposition of the complaints (sustained, not sustained, exonerated or unfounded) and the percentage of complaints in which the recommendations of the PAB were either accepted, rejected or modified by the Chief of Police. The annual report should be made available on the PAB and UCSDPD websites and distributed to the Chancellor, the Vice Chancellor - Resource Management and Planning, Chief Human Resources Officer, Chief Campus Counsel, and the Vice Chancellor - Diversity, Equity, and Inclusion.

#### **ARTICLE 14 – AMENDMENT**

After consultation with the PAB, these bylaws and any amendments or supplements thereto may be adopted, amended, altered, supplemented, or repealed by UC San Diego.