



AP 2410 BOARD POLICY AND ADMINISTRATIVE PROCEDURE

References:

Education Code Section 70902;
ACCJC Accreditation Standards I.B.7; I.C.5; IV.C.7; and IV.D.4
(formerly IV.B.1.b & e)

Board policies and administrative procedures are regularly reviewed by the College’s Board Policy and Administrative Procedure (BPAP) Committee. The continuous review cycle is as follows:

Academic Year	Chapter 1 The District	Chapter 2 Board of Trustees	Chapter 3 General Institution	Chapter 4 Academic Affairs	Chapter 5 Student Services	Chapter 6 Business and Fiscal Affairs	Chapter 7 Human Resources
2015-16	X	X					
2016-17			X				
2017-18				X	X		
2018-19						X	
2019-20							X
2020-21*							
2021-22	X	X					
2022-23			X				
2023-24				X	X		
2024-25						X	
2025-26							X

* 2020-21 is the academic year during which the District engages in the next self-evaluation study in preparation for the accreditation site visit in Fall 2021.

Outside this cycle, any person may initiate a review of any policy by submitting a request in writing to the Superintendent/President’s Office for consideration by the BPAP Committee. In accordance with the Board policies, the BPAP Committee is comprised of representatives of faculty, classified employees, administrators, and students. Other employees with expertise in specific areas may be consulted during the revision process.

Proposed revisions and/or additions to Board policy shall be submitted to the Board of Trustees for its review and consideration. New policies and revisions to existing policies will have two readings by the Board; the second reading is for adoption purposes.

Administrative procedures operationalize Board policies and, as such, they are developed by the program or office responsible for the particular operation. New or revised administrative procedures are reviewed by BPAP when updated.

Date Updated: June 27, 2013
Legal Reference Update #25: November 2014
Date Revised: January 20, 2015