Board Policies and Administrative Procedures Committee
Minutes – October 29, 2010
9:00 – 10:30 am

Membership:  I. Alarcon, A. Curtis, S. Ehrlich, C. Salazar, L. Auchincloss, A. Jimenez, Dean Nevins, M. Spaventa
Support staff:  J. Crawford
Absent:  S. Broderick, Ion Buga

IA:  Academic Policy
•  BP/AP 3700 Copyright Policy – to go to other College groups: Management, Student Senate (via Ben Partee)…It would be helpful to have it completed by spring semester.

AC:  Student Policies
•  BP/AP 5075 Course Adds, Drops, & Withdrawals – will go to Academic Policies Committee (Allison will attend this meeting) and Dean’s Council.
•  BP/AP Dual Enrollment – need to remove the internal numbering; move portion of BP into AP; change title to Dual Enrollment/Concurrent Enrollment. Take to Dean’s Council, Academic Senate, and Student Senate. Take to next Board Study Session; would like to have approved before spring semester.

SE/AC: AP 6900 Bookstore
•  The committee decided that the policy belongs in the Fiscal Services area of Board policies. Ready to go to BSS.

Two topics, not on the agenda were raised by Dean Nevins. 1. The LTA job descriptions include language related to responsibilities for grading student work that are not legally permissible. Sue will refer this issue to Pat English, Director, Human Resources. 2. Constraints of the Nepotism policy were raised as they applied to some departments in the college. Dean indicated that Jack Friedlander was going to discuss faculty concerns with Sue Ehrlich. Liz Auchincloss also raised concerns over this issue.

The next meeting:  Friday, November 19, 2010 @ 9:00 – 10:30 am, SS240E (confirmed). If you have items you would like to add to the agenda please send to Jodie Crawford, crawford@sbcc.edu