Board Policies and Administrative Procedures Committee
Minutes – May 20, 2009
1:00 – 2:30 pm

Support Staff: L. Browne, J. Crawford

1. BPAP – Agenda May 20, 2009

2. Minutes from May 6, 2009

3. BP/AP 1500 Duties of Faculty - General
   BP/AP 1501 Instructional Faculty Job Description and Responsibilities
   BP/AP 1502 Educational Support Faculty Job Description and Responsibilities
   BP/AP 5231.6 Academic Integrity Policy

   Ignacio Alarcon stated that these policies have been approved by the Student Senate and Academic Senate. These BP/APs are ready to go to the Board for approval. Ignacio will submit to Superintendent/President’s office with tracked changes.

4. BP/AP 1600 Faculty Work Week
   BP/AP 2100 Evaluation of Faculty

   Ignacio Alarcon stated that these policies are not ready for Board approval.

   BP 1600 references an Appendix B which is missing; discussed using a description instead of Appendix B. BP 1610 & 1640 also reference Appendix B. The meaning of a “work week” was discussed and will need to be clarified/updated.
   AP 2100 will include Faculty Responsibilities checklist.
   Ignacio asked that 5/13/09 Approved by Academic Senate be added to bottom of BP 2100.

   There was a discussion on the need to look at a Dept. Chair evaluation process. Comments/concerns:
   • People will resist being Dept. Chairs if they are evaluated
   • It is important that they are evaluated
   • Should be the same for Faculty Directors

5. BP 2490 Academic Title Policy

   There was a question as to whether it is accurate in these designations. Sue will consult with Nancy Baird for clarification about current practice.
6. BP/AP 1400 Employment of Faculty
   BP 8030 Faculty – Definitions (old 1200)
   BP 8040 Types of Faculty

   Karolyn Hanna stated these policies have terminology that needs to be cleaned up and statements/definitions that may need to be added. Sue Ehrlich will help with Ed. Code section descriptions, upon request.

7. BP/AP 8120; BP/AP 8130; AP 8140; AP 8150; BP 8160; BP 8170; BP 8180; BP 8190; BP/AP 5055 were on the agenda but not discussed.

Comments:
   • Liz and Jodie will work together on an Access program that will track policies brought to the committee for review.
   • Faculty/Ed Administrator policies need to be separate, as do Classified/Classified Manager policies.
   • Materials for the next agenda are to be sent to Leilani Browne or Jodie Crawford ahead of time. Complete packets will then be sent to committee members for review prior to the next meeting.
   • Sue Ehrlich will bring book of all existing Board Policies to next meeting.

The next meeting: Thursday, July 2, 2009 @ 3:00 – 4:30 pm, SS-240E (confirmed).