Board Policies and Administrative Procedures Committee
Minutes – March 19, 2010
8:30 – 10:00 am

Membership:  I. Alarcon, S. Ehrlich, A. Garfinkel, K. Hanna, M. Spaventa
Absent:  L. Auchincloss, A. Curtis, S. Broderick, A. Jimenez
Support staff:  J. Crawford

1. Reports by policy areas:

**Student Policies:**
BP/AP Catalog Rights & BP/AP Course Adds & Drops will be discussed at the next BPAP meeting

**Faculty Policies:**
IA & KH reported: BPs 4800 & 4810 have been superseded by bargaining agreement. IA & KH will take the suggestion to delete them to the bargaining group and report back to SE with their decision.

BP 4300 Resignations and Terminations: KH & SE will go over Ed. Code to verify it is up to date. KH & SE will let MS know when it is ready to go to Dean’s council.

AP 4343 Emeritus Status. (#5 College Catalog; inclusion of all members): SE will take to Ex. Comm.

AP 4160 Adding, Eliminating, Changing – Send electronic version to KH. SE will take it to EC. SE & KH will check Title 5.

**Institutional Policies**
SE & MS reported: AP 6801 Safety – Driving Procedures (pg. 6 & 7)

AP 6802 Safety – Transportation Procedures: Edits to Student Use of Vehicles and Transportation of Injured Student/Staff sections. MS suggested using a checklist for College van users.

**All Policies:**
BP/AP templates were distributed to be used when editing old policies and administrative procedures. Templates will be sent electronically to BPAP members. Note: Copy and paste policies to template prior to making track changes. Templates will be placed on the BPAP Xythos shared site.

The next meeting: Friday, April 23, 2010 @ 8:30 – 10:00 am, SS240E (confirmed). If you have items you would like to add to the April 23 agenda please send to Jodie Crawford, crawford@sbcc.edu