

BPAP Agenda/Minutes

June 4, 2021

11am-12:30pm, Zoom

Present: Michael Shanahan, Victor Bryant, Linda Dozer, Christopher Johnson, Raeanne Napoleon, Valdas Karalis, Liz Auchincloss, Ana Garcia
Absent: Lilian McKinney, Elizabeth Taylor-Schott, Daniel Spitz

- I. Note: The **quorum** is achieved in a participatory governance committee when 50 percent plus one of the voting members are in attendance. **Consensus** is reached when 75 percent of those voting members present are in agreement.
- II. Minutes from
 - A. [April 2, 2021](#)
 - B. [April 12, 2021](#)
 - C. [May 7, 2021](#)
 - D. [May 14, 2021](#)
- III. Public Comment: None
- IV. Updates:
 - A. BPAP Equity Review Task Force Update: Christopher Johnson
 - B. **Summer meetings: Decision/frequency - Doodle**
 1. **July 2, July 30, August 6, August 20**
 - C. BP/AP2410
 1. BPAP purpose/charge organizational
 2. Timeline of cycle
 3. Chapter Leads timeline completion
 4. Chapter Lead workgroups/process?
 5. Information item to CPC
- V. Policies and Procedures to Review
 - A. Chapter 7 - Starting Fall AFTER moving Chapter 6 forward and other catch up items, all items brought forward for rediscussion will be after chapter 7 completion
 1. [BP XXXX - Children on Campus](#)
 2. [AP XXXX - Children on Campus](#)
 - a) *Main concerns are unaccompanied children (not students) and disruption of work or classes.*
 - b) *Check other districts*
 - c) *Reorient to permissive policy not prohibitive*
 - d) **DEFERRING CONSIDERATION, RETURNING LATER**
 3. [BP 7230 - Classified Employees](#)
 - a) *Out to groups for information*
 4. [AP 7236 - short term/substitutes](#)
 - a) *No changes, out to groups as information*

b) CSEA and HR to meet and discuss

5. **BP 7110 - Delegation of Authority, Human Resources**

a) Out to groups for information

B. Legal Updates

1. **AP 3725 Information and Communications Technology Accessibility and Acceptable Use**

a) Out to groups as information

2. **AP 4250 Probation**

a) Out to groups as information

3. **AP 3420 Equal Employment Opportunity**

a) Out to groups as information

4. **AP 5520- Student Discipline Procedures**

a) Out to groups as information

5. **AP 3540 - Sexual and Other Assaults on Campus**

a) Out to groups as information

C. Chapter 6- Trained for Fall meeting - Put out for Information?

1. Michael made a motion to move the currently approved Chapter 6 BPs forward.

a) Seconded by Angie

(1) With the Exception of BP 6760 and BP 6620 (naming of buildings), everything will move forward

2. **AP 6530** - District Vehicles

a) Back from 1/17/2020, Lyndsay to seek clarification

(1) Looking at student transportation

(2) Possibly: change title to District and Personal Vehicles, sent for review

(3) Sent to Adrienne 5.29.2020 due back June 29th

3. **BP 6620** - Naming of Buildings, Facilities, Grounds, and Programs in Appreciation and Recognition for Contributions

a) Lyndsay Maas to check this and AP associated with the foundation. Pending "special interest group" input.

4. **AP 6620 - Naming of Buildings, Facilities, Grounds, and Programs in Appreciation and Recognition for Contributions**

a) Present with BP 6620

5. **AP 6760** - Bicycles, Skateboards, Roller Blades

6. and Similar Roller Devices

a) Transportation Task Force revisions

b) Raeanne Napoleon and the Transportation Task Force will re-write this policy.

1. **BP 6760** - Bicycles, Skateboards, Roller Blades and Similar Roller Devices (has not been reviewed by BPAP yet)

7. **AP 6850 - Hazardous Materials**

- a) Assigned to Lyndsay to share with Carlos, EH&S contractor, by 2/28/2020
- b) Chemical hygiene plan to be mentioned in the AP
- c) 4/23/2020 Carlos and Adrienne have added additional edits

8. **AP 6900 - Campus Store**

- a) Paul Miller has reviewed 2nd time

D. Brought forward for rediscussion or first time on agenda. *These are to be discussed after the regular cycle items are completed:*

1. [AP 2410](#) - Board Policies and Administrative Procedures (Timeline for groups)
2. [BP 4240](#) - Academic Renewal
 - a) Ana Garcia and Camila Acosta to be present
3. [AP 4240](#) - Academic Renewal
 - a) [Supporting document](#)
 - b) Ana Garcia and Camila Acosta to be present
4. [AP 3720](#) - Computer and Network Use
5. [BP 4300](#) - Excursions and Field Trips (Pamela, Raeanne) maybe include risk management
6. [AP 4300](#) - Excursions and Field Trips(Pamela, Raeanne) maybe include risk management
7. BP 5520 - Shower Facilities for Homeless Students (lead Dean Student Affairs) not legally required but suggested as good practice if showers on campus
8. AP 5520 - Shower Facilities for Homeless Students (lead Dean Student Affairs) not legally required but suggested as good practice if showers on campus
9. BP 3800 - Personal Data Protection (Paul Bishop; only if District must comply with General Data Protection Regulation that is EU but some US districts need to comply)
10. AP 3800 - Personal Data Protection
11. [AP 5050](#) Student Success and Support Program
 - a) Out as feedback May 1, 2020, due back Fall
12. [BP 5050](#) - Student Equity and Achievement Program

E. Committee work is complete: - **move to tracking spreadsheet**

1. [*New AP 3433 - Prohibition of Sexual Harassment under Title IX](#)
 - a) Out to groups as information. Committee work is complete.
2. [*New BP 3433 - Prohibition of Sexual Harassment under Title IX](#)

- a) Out as information and stylistic feedback only as it is the law and substantive feedback is not being requested. Committee work is complete.
3. [BP 4235 - Credit for Prior Learning](#) *Past legal update, 2nd link is doc from chapter lead Paloma Arnold
 - a) Out to groups as information, December board meeting. Committee work is complete.
4. [AP 4235 - Credit for Prior Learning](#) *Past legal update, 2nd link is doc from chapter lead Paloma Arnold
 - a) Out to groups as information. Committee work is complete.
5. [AP 4105 - Distance Education](#)
 - a) [Academic Senate Proposed Changes - AP 4105 - Distance Education](#)
 - b) Clean up needed, out as information. Committee work is complete.
6. [***BP 3052 - Employee Student Relationships](#)
 - a) Out to February 25th Board Meeting Date. Committee work is complete.
7. [*New AP 3434 - Responding to Harassment Based on Sex under Title IX](#)
 - a) *Out to groups for information, not substantial legal changes - nonnegotiable.* Committee work is complete.
8. [AP 3430 - Prohibition of Harassment](#)
 - a) Out to groups as information, with BP 3052- pending. Committee work is complete.
9. [AP 5055- Enrollment Priorities](#)
 - a) Out as information 3/19/2021. Committee work is complete.
10. [BP 2410 - Board Policies and Administrative Procedures](#)
 - a) One sentence added by NBOT 11/12/2020 and request to be viewed at BPAP as information item
 - (1) Out as information, to be sent to BOT for approval. Committee work is complete.
11. [AP 5500- Standards of Student Conduct](#)
 - a) Request to be viewed at BPAP as information item
 - (1) Out as information, to be sent to President for approval. Committee work is complete.
12. [BP 3052 - Employee Student Relationships Board revision](#)
 - a) BPAP committee comments are going to the board as edited with some concerns that the entire committee consents to.
 - b) Out to the BOT as final comments and recommendations made. Committee work is complete.
13. [AP 3435 - Discrimination and Harassment Complaints and Investigations](#)
 - (1) Continue next meeting on page 15, marked "Left off here 3/5/2021"

(2) *Out to groups for information.*

14. [AP 3420](#) - Equal Employment Opportunity
 - a) Michael
 - b) Request to be **viewed** at BPAP as information item
 - c) *Out to groups as information*
15. [BP 2210- Officers](#)
 - a) BPAP reviewed, to be sent back to Board of Trustees
16. [AP 5530 - Student Rights and Grievances](#)
 - a) *Out to groups as information*
17. [BP 3430 - Prohibition of Harassment](#)
 - a) *Out to groups as information*
18. [BP 3540 - Sexual and Other Assaults on Campus](#)
 - a) *Out to groups as information*
19. [AP 5035](#) - Withholding of Student Records
 - a) Jens, Michael Medel
 - b) *Out to groups as information*
20. [AP 5040](#) - Student Records, Director Information, and Privacy
 - a) Jens, Michael Medel
 - b) *Out to groups as information*
21. [AP 5030](#) - Fees
 - a) Nicole Hubert, present from 11am - 11:30am
 - b) *Out to groups for information*
22. [AP 7348](#) - Accommodations
 - a) Dr. Goswami reviewed and coming back to BPAP
 - b) *Out to groups as information*
23. [AP 7600](#) - District Security
 - a) Jeanne Cleary Act compliance; Director of Security to address this clarification first
 - b) Sent to Erik, chapter leads for review and input due back May 28th
 - c) Received back from Erik May 24th.
 - d) *Out to groups as information*

VI. Reports

- A. Committee Chair - Michael Shanahan*
- B. ALA - Linda Esparza Dozer, Victor Bryant, Christopher Johnson
- C. CSEA - Liz Auchincloss, Elizabeth Taylor-Schott, Valdas Karalis
- D. Academic Senate - Daniel Spitz, Ana Garcia, Raeanne Napoleon
- E. ASG - Lillian McKinney (Check for Summer/Fall 2021)
- F. Administrator Appointee - Jasmine Tuazon*

Committee Reference Documents

[Committee Members](#)

[Charge](#)

[Chapter Leads](#)

[**BPAP Style Guide**](#)

[Recently Posted Policies and Procedures](#)

[BPAP Tracking 2020-2021](#)

[BPAP Flowchart](#)

[Legal Update Process](#)