

BPAP Agenda/Minutes

Friday, September 18, 2020

10:30- Noon, Zoom

Present: *Patricia Stark, Linda Dozer, Christopher Brown, Lyndsay Maas*, Michael Shanahan, Luz Reyes-Martin, Christopher Johnson, Liz Auchincloss, Jasmine Tuazon, Mary Saragosa, Valdas Karalis, Deneatrice Lewis*, Cornelia Alsheimer**

Absent: Raeanne Napoleon, Vacant ASG Rep.

Admin Support Present: *Cristina Garcia Ortero*, Rachel Walsh**

**Represents unofficial committee membership*

- I. Minutes from [September 4, 2020](#)
- II. Updates:
 - A. Best way to send feedback: comment on actual document and mark “your name, comments for constituent group”
 - B. [Chapter Leads](#) reviewed 9/8/2020 and again January 2021
 - C. Fall 2020 Meetings on the 1st and 3rd Friday of the month
 - D. [Style Guide Updated](#) to reflect gender neutral “they”
 1. *Christopher Brown question for next meeting*
 - E. *ASG was followed up with for representation, not yet provided*
 1. *Christopher Johnson updated info: Lili McKinney appointed*
- III. [BPAP Survey Results](#)
 - A. *Admin support to follow up when emailing BPs/APs for review cc'ing BPAP Chair and asking other admin support to schedule time to review items. Include specific areas and concerns for the individual to address.*
 - B. *BPAP Review Task Force - equity lens to become a regular agenda item updates from Christopher Johnson*
 - C. *Draw a line of an estimate of which ones on the agenda will be covered*
- IV. [BPAP Orientation](#)
 - A. *To include what it means “out as information” and “out for feedback” and clarity on type of feedback soliciting, timeline and process for giving feedback*
 - B. *Directions*
 - C. *Individual conversations OK, but committee emails for discussion*
- V. Discuss AS and FA Representation
 - A. [BP 2410 - Board Policies and Administrative Procedures](#)
 - B. [AP 2410- Board Policies and Administrative Procedures](#)
 - C. [BP 2510- Participation in Governance and Local Decision Making](#)
 - D. [AP 2510- Participation in Governance and Local Decision Making](#)
 - E. *Committee Chair asks that committee members think on this matter, and bring back specific ideas: FA and AS or AS appoints 1 of 3 reps as an FA rep. CPC will have to approve any changes from AS.*

VI. Policies and Procedures to Review

A. Legal Updates Summer 2020: [Legal Update Process](#)

Title IX SPECIAL LEGAL UPDATES from 7/31/2020

**Linda to review areas that are discretionary decisions vs law*

1. [*New BP 3433 - Prohibition of Sexual Harassment under Title IX](#)
 - a) Reviewed, back next meeting
 - b) *Out to groups stylistic feedback when AP 3433 goes out, substantive feedback is not being requested as it is the law, due back*
 - c) *Will be grouped with AP 3433*
2. [*New AP 3434 - Responding to Harassment Based on Sex under Title IX](#)
 - a) Back next meeting
 - b) *Back next meeting, members to review affirmative consent*
3. [*New AP 3433 - Prohibition of Sexual Harassment under Title IX](#)
4. [AP 3430 - Prohibition of Harassment](#)
5. [AP 3435 - Discrimination and Harassment Complaints and Investigations](#)
6. [AP 3540 - Sexual and Other Assaults on Campus](#)
7. [AP 5530 - Student Rights and Grievances](#)
8. [BP 3430 - Prohibition of Harassment](#)
9. [BP 3540 - Sexual and Other Assaults on Campus](#)

B. Returns from Past Meetings

1. [AP 5030](#) - Fees *Nicole Hubert to be present
2. [AP 5530](#) - Student Rights & Grievances
 - a) *Follow up with Chapter Leads, due back May 28th*
 - b) *Sent to Jana Garnett and Chris Johnson 5.29.2020*
 - c) ~~*Sent to Arturo and Pamela due back June 29th*~~
 - d) *Send to incoming Dean of Student Affairs when they begin*
3. [AP 5055](#) - Enrollment Priorities
 - a) *Follow up with Chapter Leads, due back May 28th*
 - b) *To Leads Pamela Ralston and Michael Medel*
 - c) *5.29.2020 Jens and Michael Medel assigned to and due back June 29th*

C. Chapter 6- *Trailed for Fall meeting*

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.
- 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 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)*
- 6. [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
- 7. [AP 6900](#) - Campus Store
 - a) Paul Miller has reviewed 2nd time

D. Brought forward for rediscussion or first time on agenda:

- 1. AP 2410 - Board Policies and Administrative Procedures (Timeline for groups)
- 2. [BP 4240](#) - Academic Renewal
- 3. [AP 4240](#) - Academic Renewal
 - a) [Supporting document](#)
- 4. [BP 4300](#) - Excursions and Field Trips (Pamela, Raeanne) maybe include risk management
- 5. [AP 4300](#) - Excursions and Field Trips(Pamela, Raeanne) maybe include risk management
- 6. BP 5520 - Shower Facilities for Homeless Students (lead Dean Student Affairs) not legally required but suggested as good practice if showers on campus
- 7. AP 5520 - Shower Facilities for Homeless Students (lead Dean Student Affairs) not legally required but suggested as good practice if showers on campus

8. 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)
 9. AP 3800 - Personal Data Protection
 10. Student Conduct to be on this BPAP agenda per Academic Senate note
 11. [AP 4105](#) - Distance Education
- E. 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. [AP 7348](#) - Accommodations
 - a) *Dr. Goswami reviewed and coming back to BPAP*
 2. [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.*

VII. Reports

- A. Committee Chair - *Michael Shanahan*
- B. ALA - *Linda Esparza Dozer, Luz Reyes-Martin, Christopher Johnson*
- C. CSEA - *Liz Auchincloss, Mary Saragosa, Valdas Karalis*
- D. Academic Senate - *Patricia Stark, Christopher Brown, Raeanne Napoleon*

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](#)