

BPAP Agenda/Minutes

October 16, 2020

10:30- Noon, Zoom

Present: *Lyndsay Maas**, *Linda Dozer*, *Patricia Stark*, *Raeanne Napoleon*, *Liz Auchincloss*,
Christopher Brown, *Michael Shanahan**, *Mary Saragosa*, *Luz Reyes-Martin*, *Christopher*
Johnson, *Lillian McKinney*, *Cornelia Alsheimer**

Absent: *Valdas Karalis*

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

**Represents unofficial committee membership*

- I. Minutes from [October 2, 2020](#)
- II. Updates:
 - A. BPAP Equity Review Task Force Update: Christopher Johnson
 - B. Special meeting request - complete 6000 series
 1. *ASG meeting conflicts with BPAP time, Rachel will survey best future meetings for 2021*
 2. *No special meeting needed at this time*
 - C. [BPAP policy review](#)
 1. “They [recommendations] also come from **any Board member (board policy only)**, constituent group, or Board Policies and Administrative Procedures Committee (BPAP) representative. Except those coming via legal updates or the review cycle, **all new Board policies or substantive changes to existing Board policies will begin with the steps outlined in BP 2410** Board Policies and Administrative Procedures — namely, a **preliminary discussion by the Board and preparation of a draft to be forwarded for review**. Once a draft policy is forwarded by the Board, **all input will be received within 60 days**. During non-primary terms, the 60-day timeline shall be adjusted to allow for flexibility in receiving input from governance groups.”
 2. “Culminating final drafts of Board Policies are presented to the Board for at least two readings prior to adoption.”
 - D. [BP/AP Fraternization](#)
 1. [BP 3052 - CONSENSUAL ROMANTIC OR SEXUAL RELATIONSHIPS BETWEEN FACULTY, STAFF AND STUDENTS](#)
 - a) *Back next meeting and ask BOT for February Board Meeting Date*
- III. Policies and Procedures to Review
 - A. Legal Updates: [Legal Update Process](#)

Title IX SPECIAL LEGAL UPDATES from 7/31/2020

 1. [*New BP 3433 - Prohibition of Sexual Harassment under Title IX](#)

- a) Out to groups stylistic feedback when AP 3433 goes out, substantive feedback is not being requested as it is the law, due back
 - b) Out as information with AP 3433
 - 2. [*New AP 3434 - Responding to Harassment Based on Sex under Title IX](#)
 - a) Out to groups for feedback (Pending stylistic review from admin support)
 - 3. [*New AP 3433 - Prohibition of Sexual Harassment under Title IX](#)
 - a) Start here this meeting, will go as information as they are legal definitions
 - 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](#)
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- 10. [AP 5030](#) - Fees *Nicole Hubert to be present
- 11. [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

B. 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

C. 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
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6. BP 5520 - Shower Facilities for Homeless Students (lead Dean Student Affairs) not legally required but suggested as good practice if showers on campus
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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
12. [AP 5050](#) Student Success and Support Program
13. BP 5050

- D. 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.*

IV. 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*
- E. ASG - *Lillian McKinney*

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](#)