

BPAP Agenda/Minutes

July 12, 2021
11am-12:30pm, Zoom

Present: Michael Shanahan, Liz Auchincloss, Daniel Spitz, Linda Dozer, Elizabeth Taylor-Schott, Cornelia Alsheimer, Victor Bryant, Ana Garcia, Raeanne Napoleon, Christopher Johnson

Absent: Valdas Karalis, Jasmine Tuazon, Lillian McKinney

- 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](#)
 - E. [June 4, 2021](#)
- III. Public Comment: None
- IV. Updates:
 - A. BPAP Equity Review Task Force Update: Christopher Johnson
 1. *None, BPAP Task Force is not currently meeting*
 - B. **Summer meetings: Doodle Results**
 1. **July 30th 11am - 12:30pm**
 2. **August 6th 11am - 12:30pm**
 3. ***Preferred Format? Will continue on zoom through Fall. To be noted on the BPAP webpage.***
 - 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
 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 7100 Diversity in Employment](#)
 - a) *Out to groups for feedback and Equity Committee, EEO due back in Fall*
4. [*NEW AP 7100 Commitment to Diversity](#)
 - a) *Out to groups for feedback and Equity Committee, EEO due back in Fall*
5. [*NEW AP 7110 Delegation of Authority Human Resources](#)
6. [BP 7120 Recruitment and Selection](#)
 - a) *Potentially hold off until AP 7120 is ready for BPAP review?*
7. [*NEW AP 7342 Holidays](#)
8. [*NEW AP 7130 Compensation](#)
9. [BP 7130 Compensation](#)
10. [BP 7140 Collective Bargaining](#)
11. [AP 7145 Personnel Files](#)
12. [BP 7145 Personnel Files](#)

B. Chapter 6- Triled 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

C. 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

D. Committee work is complete: -

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*
24. [BP 7230 - Classified Employees](#)
 - a) *Out to groups for information*
25. [AP 7236 - short term/substitutes](#)
 - a) *No changes, out to groups as information*
 - b) *CSEA and HR to meet and discuss*
26. [BP 7110 - Delegation of Authority. Human Resources](#)
 - a) *Out to groups for information*
27. [AP 3725 Information and Communications Technology Accessibility and Acceptable Use](#)
 - a) *Out to groups as information*

28. [AP 4250 Probation](#)
 - a) *Out to groups as information*
29. [AP 3420 Equal Employment Opportunity](#)
 - a) *Out to groups as information*
30. [AP 5520- Student Discipline Procedures](#)
 - a) *Out to groups as information*
31. [AP 3540 - Sexual and Other Assaults on Campus](#)
 - a) *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](#)