

# BPAP Agenda/Minutes

May 14, 2021  
11am-12:30pm, Zoom

Present: Michael Shanahan, Nicole Hubert, Christopher Johnson, Raeanne Napoleon, Rachel Walsh, Daniel Spitz, Linda Dozer, Liz Auchincloss, Robbie Fischer, Valdas Karalis  
Absent: Luz Reyes-Martin, Elizabeth Taylor Schott, Lillian McKinney, Jasmine Tuazon

- 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](#)
- III. Public Comment: None
- IV. Updates:
  - A. BPAP Equity Review Task Force Update: Christopher Johnson
  - B. Summer meetings: Decision/frequency**
    - 1. May 14th currently scheduled (others for summer can be scheduled)**
    - 2. Faculty off contract, will discuss**
    - 3. June 4, July 2, July 30, August 6, August 20**
  - C. Timeline of cycle
  - D. BPAP purpose/charge organizational
  - E. Chapter Leads timeline completion
  - F. Chapter Lead workgroups?
  - G. Information item to CPC
- V. Policies and Procedures to Review
  - A. Legal Update:
    - 1. AP 5030 - Fees**
      - a) Nicole Hubert, present from 11am - 11:30am
      - b) *Out to groups for information*
  - B. 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**
      - a) BPAP
    - 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*
- 3. [AP 7348](#) - Accommodations
  - a) Dr. Goswami reviewed and coming back to BPAP
  - b) *Out to groups as information*
- 4. [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*

C. Chapter 6- Trailed 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.
- 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

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D. Legal Updates:

Title IX SPECIAL LEGAL UPDATES from 7/31/2020

1. [AP 3540 - Sexual and Other Assaults on Campus - Chapter Lead to complete](#)
2. [AP 5520- Student Discipline Procedures](#)
  - a) Request to be **viewed** at BPAP as information item
    - (1) NOT shared out. Needs to come back after further edits are finalized
    - (2) *Review right to legal counsel*

E. 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

F. Items Out. 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*

## VI. Reports

- A. Committee Chair - Michael Shanahan\*
- B. ALA - Linda Esparza Dozer, Luz Reyes-Martin, Christopher Johnson
- C. CSEA - Liz Auchincloss, Elizabeth Taylor-Schott, Valdas Karalis
- D. Academic Senate - Daniel Spitz, Robert Fischer(Check for Summer/Fall), 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](#)