

Board Policy and Procedure Update
As of March 24, 2015
Prepared by Steven Holmes

DEFERRED

AP 3A2E: Grant Preparation (Inclan. March 24, 2015)

Establishes procedural changes to the development and submitting of grants. Consultation Council will entertain recommendations to the proposed language at their next meeting, 04/28/15. Procedures do not need Board approval.

AP 4F9: Student Rights and Directory Information (Inclan. Mar. 24, 2015)

Establishes procedures pertaining to the access of student records. Consultation Council will entertain recommendations to the proposed language at their next meeting, 04/28/15. Procedures do not need Board approval.

BP 3B7: Speech: Time, Place and Manner (Burke/Hines. Nov. 25, 2014)

Completely new language including the ability of the Chancellor to establish administrative procedures to reasonably regulate the designated public forums. Issue was tabled at the 02/24/15 Consultation Council meeting. Recent e-mails indicate this policy was taken from CCLC and is a mandatory policy. **Suggested change from BC were submitted to Consultation Council on 03/24/15. Should appear on Consultation Council's agenda on 04/28/15.**

BP 10A-C: Unrepresented Employees (Ali. Sept. 23, 2014)

Language regarding Chancellor's powers thoroughly discussed. BC's attempt to stop the centralization of authority within the Chancellor's position was met with great resistance. End result, recommended language changes will continue in the process.

As per the language changes regarding College Presidents, BC's proposed language has been submitted to the Council, no discussion has taken place due to the length of discussion regarding the Chancellor's powers. **Issue was tabled at the 01/27/15, 02/24/15 and 03/24/15 meetings. Should be on Consultation Council agenda 04/28/15.**

PIPELINE

BP 4C4E: Academic Renewal (Cerro Coso. This has not reached Consultation Council's Agenda.)

Cerro Coso has suggested language change reducing the elapse time to disregard course work from 5 years to 1 year. **At the request of the Academic Senate, Michelle Pena drafted language based on faculty discussion and recommendations. The Academic Senate approved the language on 03/11/15. BC's proposal was submitted to V.C. Inclan on 03/19/15. Possibly a Consultation Council agenda item on 04/28/15.**

COMPLETED

BP 3B: Facilities and Equipment (Burke. Nov. 25, 2014)

Multiple language changes and additions to this section. Most recommended language changes from CCLC. Changes specific to KCCD include:

3B1G(Hines. Nov. 25, 2014): Allows each college to establish procedures with regard to restrictions on tobacco or smoking. Cindy Collier has convened a committee to draft procedural language for our college.

3B3E/F: New language with regard to Notice of Completion/Reduce Retention of construction projects. New language centralizes responsibilities with Chancellor or CFO.

3B6: Parking language authorizing College Presidents to establish procedures for the orderly operations.

Recommended changes and additions were accepted at Consultation Council on November 25, 2014. Policy changes and additions adopted by Board on 02/12/15 except 3B7 (see below).

BP 3D: General Management (Burke. Nov. 25, 2014)

Policy change adopted by Board on 02/12/15 with BC recommendation to 3D3C (review of records) adding the words “at a minimum, once every three years”.

BP 4A3/AP4A3(c): Matriculation/Priority Registration Procedures (Inclan. Oct. 28, 2014)

No changes were made to Policy 4A3, changes recommended were in Procedures. (Such changes do not require Board approval.) Recommended changes to priority registration procedures were accepted at Consultation Council on November 25, 2014.

BP 4A8: Student Fees (Inclan. Oct. 28, 2014)

Changes primarily CCLC recommended language. One proposed section was changed at the Consultation Council meeting on 01/27/15. In 4A8C (Nonresident enrollment fees and tuition) the recommended language, “All nonresident students enrolled in 6 or fewer units” would be exempted was removed. Thus all nonresident students will pay the nonresident fees. As changed this proceeded to the Board for a 1st read on 02/12/15.

Policy change adopted by the Board on 03/12/15.

BP 4A8F: Course Audit Fee (Inclan. Jan. 27, 2015)

Minor language change adding conditions necessary for audit approval. Universally agreed upon at the Consultation Council meeting on 01/27/15. As changed this proceeded to the Board for a 1st read on 02/12/15. **Policy change adopted by the Board on 03/12/15.**

BP 4B1: Educational Programs (Inclan. Feb. 24, 2015)

Minor language change for clarity. Change accepted at Consultation Council on 02/24/15 and again on 03/24/15. Moves forward to Board for 1st read on 04/09/15.

BP 4B2: Courses (Inclan. Feb. 24, 2015)

The district office has reviewed. No changes suggested, the language is still applicable in terms of Education Code and Title V. Discussed at both the 02/24/15 and 03/24/15 Consultation Council meetings.

BP 4B3: Distance Education (Inclan. Jan. 27, 2015- this is a carry-over item from Spring 2014 which did not make the Fall 2014 agendas. PC addressed the missing of the issue at the Oct. 28, 2014 Consultation Council meeting.)

Removal of policy section 4B3F due to being required by law. Universally agreed upon at the Consultation Council meeting on 01/27/15. Change proceeded to the Board for a 1st read on 02/12/15. **Policy change adopted by the Board on 03/12/15.**

AP 4B3: Distance Education (Inclan. Jan. 27, 2015- this is a carry-over item from Spring 2014 which did not make the Fall 2014 agendas. PC addressed the missing of the issue at the Oct. 28, 2014 Consultation Council meeting.)

Establishment of online and hybrid procedures. At Consultation Council 01/27/15 primary discussion and later consensus focused on defining hybrid courses and clarifying response time to a student's communication. Language defining a hybrid course will be included in the first line. Also added, to 4B3(1), faculty will be responsible to response to students within 48 hours, **Saturday, Sunday (added language)**, non-instructional days and leave days excepted. Procedures do not require Board approval, procedural change will be incorporated into policy.

BP 4B4: Programs (Inclan. Not an agenda item, by e-mail on Feb. 2, 2015)

The district office has reviewed. No changes suggested, the language is still applicable in terms of Education Code and Title V.

BP 4B5: Program Review (Inclan. Not an agenda item, by e-mail on Feb. 2, 2015)

The district office has reviewed. No changes suggested, the language is still applicable in terms of Education Code and Title V.

BP 4B6: Program Discontinuance (Inclan. Not an agenda item, by e-mail on Feb. 2, 2015)

The district office has reviewed. No changes suggested, the language is still applicable in terms of Education Code and Title V.

BP 4B7: Articulation (Inclan. Mar. 24, 2015. Originally introduced by e-mail on Feb. 2, 2015)

Additional language, 4B7H: University Transfer Agreement. This is CCLC recommended language directly from Ed. Code. Change accepted at Consultation Council on 03/24/15. Moves forward to Board for 1st read on 04/09/15.

BP 4B9: Student Field Trips, Excursions and Transportation (Inclan. Feb. 24, 2015)

Primarily moving material from policy to procedure with minor language changes. Policy 4B9D1, 4B9E – 4B9J, and 4B9K2 – 4B9L1 recommended to be placed in procedures. Some discussion was held on 4B9K3 as it pertains to “reasonable supervision” and “supervising academic staff member”. Issue was tabled to review Ed. Code. **Determined at Consultation Council on 03/24/15 Ed. Code requires supervisor to be an “academic employee”. Council agreed to move changes forward to Board for a first read at the 04/09/15 meeting.**

BP 4F9: Student Rights and Directory Information (Inclan. Mar. 24, 2015)

Minor change to policy adding to title the words “Directory Information”. Council agreed to move policy change forward to Board for a first read at the 04/09/15 meeting.