

**Revised 9/19/14 CHC Academic Senate
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BP or AP #	Representative group	COMMENT	RESPONSE
BP 2725	Ed Policy, CHC	Recommend for Line 16, and the student representative shall receive the same compensation.	
AP 4020	J. Holbrook Denise Allen Ed Policy Committee, CHC Ed Policy, CHC (Oct 2014)	This document needs to be completed and then returned to the committees. This is much like 2510 I declare this an Academic and Professional Matter – the chair of the curriculum committee can provide the procedures for each action listed in lines 18-25. Agree with comments above, this AP needs to be directly addressed by the Curriculum Committee. Document is confusing...we assumed the AP is essentially covered by the curriculum handbook?? The statement in red kind of infers that, but it is not clear. We recommend either an AP be written, or that something more concrete is mentioned tying the AP to the curriculum handbook.	ACADEMIC & PROFESSIONAL MATTER – Senates to review and return recommendations to District Assembly in December (or sooner if possible).
AP 4020	SBVC Academic Senate	Add where the curriculum handbooks are made available. Website? Embedded within the Governance handbook or Faculty Handbook?	ACADEMIC & PROFESSIONAL MATTER – Senates to review and return

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			recommendations to District Assembly in December (or sooner if possible).
BP 4025	SBVC Classified Senate	Line 31-...It is also desirable that general education programs involve students actively in examining values inherent in proposed solutions to major societal problems. Line 35 - The procedures established by the chancellor shall be evaluated by the Academic Senate as to their adherence to the guidelines of Title V.	ACADEMIC & PROFESSIONAL MATTER – Senates to review and return recommendations to District Assembly in December (or sooner if possible).
BP 4025	Denise Allen	SEE COMMENTS FOR AP 4025 - I assume text inserted for this BP is from Title 5, section 55061 – As was previously stated BP 4025 is a restatement of the text contained in AP4025 – The AP should define how the Criteria for Associate degree and General Education is decided at each campus – which would be an Academic and Professional matter.	ACADEMIC & PROFESSIONAL MATTER – Senates to review and return recommendations to District Assembly in December (or sooner if possible).

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	Ed Policy Committee, CHC Ed Policy, CHC (Oct 2014)	Agree with Denise’s comments above, keeping in mind the comments for AP 4025 as well. Line 51 should read, Chancellor should ensure, not assure... Line 52, should read and other associate degree...	
BP 4025	SBVC Academic Senate	Spoke too much about theory and not enough about criteria.	ACADEMIC & PROFESSIONAL MATTER – Senates to review and return recommendations to District Assembly in December (or sooner if possible).
AP 4025	SBVC Classified Senate	Line 29- think and communicate clearly and effectively orally and writing in speaking and writing Line 31-understand and use mathematics in everyday living Line 33- understand the modes of inquiry of the major disciplines -understand the methods used in knowledge acquisition within major disciplines such as science, humanities, and social sciences	ACADEMIC & PROFESSIONAL MATTER – Senates to review and return recommendations to District Assembly in December (or sooner if possible).

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	Ed Policy, CHC (Oct 2014)	<p>Line 35-be aware and receptive to other cultures and time periods</p> <p>Line 40-to develop the capacity for improved self-understanding</p> <p>Line 54-Procedures to determine which courses implement this philosophy are developed by each college and are documented in the respective curriculum handbooks a collaboration between department faculty chairs and deans, documented in the respective curriculum handbooks, and reviewed annually by the curriculum committee for recommendations</p> <p>The statement in Line 42-43 is unclear...would recommend using “refer to” instead of “references” as a verb, or placing the word policy after “Board” for better readability.</p>	
BP 4030	Denise Allen	NO red text inserted – as such this BP must be meet the requirements of Title V, sections 51023 as currently written. See comment for AP 4030.	District Assembly Work Group recommended sending BP 4030 back out to District Assembly for further review

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	Ed Policy Committee, CHC (Oct 2014)	Line 50. Should put a period after the word “teach”. And then, start the new sentence with “Faculty as individuals or collectively as a department” shall be free, etc. This statement will help departments where textbooks are chosen by a department rather than individual faculty.	with comments.
BP 4030	SBVC Academic Senate	This Board Policy is extremely detailed, seems more appropriate to keep Part A, then insert the rest in the AP instead.	District Assembly Work Group recommended sending BP 4030 back out to District Assembly for further review with comments.
AP 4030	J. Holbrook Denise Allen Ed Policy Committee, CHC	Agree with consultant statement. Do we still need an AP even if same as BP? Is there any requirement that we have an AP to explain how BP 4030 is to be implemented? The board policy and the administrative procedure are two different elements. The statements as to board policy on academic freedom seem fine but the implementation of this as to administrative procedure is currently missing. Excising or deleting the repetition of the board policy as an identical	District Assembly Work Group recommended sending AP 4030 back out to District Assembly for further review with comments.

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		copy of the administrative procedure does not solve the problem which is really the need for the creation of a separate administrative procedure.	
AP 4030	SBVC Academic Senate	<p>Remove Part A is okay. Keep Part B, C, and D; they appropriately address Academic Freedom, although it is not identifying specific procedures, it provides some guidelines for appropriate behaviors in this area.</p> <p>Line 47-48, edit last sentence to read as “without fear of interference from colleagues, administrators, the Board of Trustees, governmental authorities, or other political groups.”</p> <p>Line 57-59, edit second sentence to read as “they are entitled to freedom in the classroom in presenting the subjects they teach and shall be free to select and use peer-evaluated textbooks and materials deem appropriate to meet the stated learning outcomes for the course.”</p>	District Assembly Work Group recommended sending AP 4030 back out to District Assembly for further review with comments.

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AP 4050	J. Holbrook Denise Allen Ed Policy Committee, CHC (Oct 2014)	No issues with this AP Academic and Professional Matter – No changes are requested so the AP does not need to be reviewed by the Academic Senate at this time. The terms “sufficient time” in line 41 should be expanded upon...Who establishes the sufficient time-line? <i>No additional changes, other than what was mentioned before.</i>	ACADEMIC & PROFESSIONAL MATTER – Senates to review and return recommendations to District Assembly in December (or sooner if possible). Senates to add TMC reference.
AP 4050	SBVC Academic Senate	Omit CSU Baccalaureate list and replace with CSUGE.. “Inter-Institution” should be defined. ASSIST does not compare between 2 community colleges. There should be a reference to the TMC here.	ACADEMIC & PROFESSIONAL MATTER – Senates to review and return recommendations to District Assembly in December (or sooner if possible). Senates to add TMC reference.

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BP 2735 – Board Member Travel	Denise Allen-Hoyt Ed Policy CHC	No issues No issues	
AP 2735	ED Policy CHC	Line 47 should read per diem rates for the area in question. The rates vary a lot between counties. San Bernardino County generally is a lot lower than Los Angeles. Line 61: the business related should be inserted before the statement “internet access fees; fax fees and business related phone usage.”	
AP 2735 – Board Member Travel		Line 18 – Add the same language that is in AP 7400 - The required use of a personal vehicle in the performance of a board member’s duty. (The Board members have chosen to serve as members of the elected Board as such, they should be willing to use their personal vehicle to attend the regularly scheduled and special meetings within the district without reimbursement. As is the expectation for every other district employee.	

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		<p>STRIKE SECTION C Lines 27-33 - Line 61-62 – Modify to match AP 7400: Itemized bills, showing all charges with proof of payment is required. Reimbursable lodging expense include room rental charges, fees and taxes; internet access fees and fax fees and business-related phone usage (strike last 5 words in line 62)</p> <p>Modify Lines 65-69 to match AP 7400: Private or other mode of transportation shall not exceed the lowest cost of air transportation to the same destination. Streetcar, ferry, taxi and bus fares, bridge and road tolls, mileage for one round trip to nearest airport, or parking charges incurred while on approved travel may be claimed for reimbursement when properly itemized on claim forms. Receipt is required.</p> <p>Modify Lines 72 -77 to match AP 7400: Registration/Conference Fees Registration fees are authorized. Conference fees for business related events only shall be reimbursed. Receipts are required</p>	

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		Modify Lines 104 to match AP 7400: Reasonable portorage or baggage handling costs are allowed. Receipt is required.	
BP 5030 - Fees	Denise Allen	No changes – as all the added text is from ed code	
AP 5030 – Fees	Denise Allen	OK – Fees should be verified to be sure they are current and are authorized by law.	
BP 5500 – Standards of Student Conduct and Discipline	Denise Allen <i>Ed Policy, CHC</i>	No issues with the BP – except that this too should be reviewed by legal counsel <i>See AP 5500 below.</i>	
AP 5500 – Standards of Student Conduct	Denise Allen	The AP has new text (red) at the top that is the same (or similar) to much of the text that is from the existing language of the AP. The redundancy needs to be removed. The red	

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and Discipline	Ed Policy, CHC	<p>text is legally required and as such may be the preferred language to use for this AP. Also I support the recommendations in lines 13-18.</p> <p>There are entirely too many blanks left in the document to make comments and forward this: “designated position”, and “number of days” need to be completed (examples, lines 92, 95, 96, 102, 110, 111, 117, 118, 129, 133, 141, 167, 193, 224,233, 281, 283, 285, 289, 293, 302, etc.).</p> <p>Line 144: Write out AS as associated student (we assumed), also, could there be more student advocates?</p> <p>Lines 192-194 the cross out may violate sunshine laws.</p> <p>Lines 208-211 are filled with court jargon like “oath and perjury”...is this appropriate for a hearing at a college, which is not necessarily a legal proceeding...</p>	
BP 6200 – Budget Preparation	Denise Allen	This and AP 6200 should be reviewed by the campus and district budget committees	

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	Ed Policy, CHC	No suggested changes	
AP 6200 – Budget Preparation	Denise Allen Ed Policy, CHC	It is the responsibility charge of each Responsibility Center Manager I do not recall a position at the campus with the title of Responsibility Center Manager – AP should be clear about whose has this responsibility charge. No suggested changes	
BP 6300 – Fiscal Management	Denise Allen Ed Policy, CHC	This BP and the associated AP 6300 should be reviewed by the campus and district budget committees No suggested changes	
AP 6300 – Fiscal Management	Denise Allen	Assume this has been checked by legal counsel to be sure it follows the state laws related to fiscal management and the tracking of income and expenses of student fees and taxpayer dollars.	

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	Ed Policy, CHC	No suggested changes	
BP 7400 - Travel	Denise Allen-Hoyt	Line 18 - Add the following language to the end of the line. The chancellor shall abide by all established procedures regarding the attendance at conferences, meetings, or activities, including authorized expenses, advance of funds, and reimbursement.	
BP 7400 - Travel	Ed Policy, CHC	Agree with Denise's comment above. Also, is it appropriate or possible for the chancellor to at least have some body, such as the board, to oversee or approve travel ahead of time like everyone else in the district?	
AP 7400 - Travel	Denise Allen-Hoyt	Line 177 – Add the following language to match AP 2735 - Reimbursable lodging expense include room rental charges, fees and taxes; internet access fees and fax fees Lines 137-147 – Strike as has been done in AP 2735	
AP 7400 Travel		Agree with comments from Denise above.	

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