

Web Site: http://www.sbccd.org/Board_of_Trustees/Policies_-a-,_Procedures

Board Policies & Administrative Procedures

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Chapter 1: The District	
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<u>BP1100</u> The San Bernardino CCD - 1/10/19	No AP
<u>BP1200</u> District Mission Statement - 1/10/19	No AP

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Chapter 2: Board of Trustees	
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<u>BP2010</u> Board Membership - 9/13/18	No AP
<u>BP2015</u> Student Members - 4/9/15	
<u>BP2100</u> Board Elections - 12/13/18	No AP
<u>BP2105</u> Election of Student Trustees - 4/9/15	<u>AP2105</u> Election of Student Trustees - 3/12/15

BP2110 Vacancies on the Board - 4/9/15	AP2110 Vacancies on the Board - 3/12/15
BP2130 Term Limits - 4/9/15	No AP
BP2200 Board Duties & Responsibilities - 8/10/17	No AP
BP2210 Officers - 1/21/16	No AP
BP 2220 Committees of the Board - 12/13/18	No AP
BP2305 Annual Organizational Meeting - 12/13/18	AP2305 Annual Organizational Meeting - 12/13/18
BP2310 Regular Meetings of the Board - 9/13/18	No AP
BP2315 Closed Session - 5/16/19	No AP
BP2320 Special & Emergency Meetings - 9/13/18	AP2320 Special & Emergency Meetings - 9/13/18
BP2330 Quorum and Voting - 5/16/19	AP2330 Quorum and Voting - 5/16/19
BP2340 Agendas - 4/14/16	AP2340 Agendas - 4/14/16
BP2345 Public Participation at Board Meetings - 4/9/15	No AP
BP2350 Speakers - 12/13/18	No AP
BP2355 Decorum - 4/9/15	No AP
BP2360 Minutes - 12/13/18	No AP
BP2365 Recording - 6/21/18	AP2365 Recording - 6/21/18
BP2410 Board Policies & Administrative Procedures - 6/20/19	AP2410 Board Policies & Administrative Procedures - 6/20/19
BP2430 Delegation of Authority to the Chancellor - 12/13/18	No AP
BP2431 Chancellor Selection - 12/11/14	AP2431 Chancellor Selection - 4/13/17
BP2432 Chancellor Succession - 4/13/17	No AP
BP2435 Evaluation of the Chancellor - 5/10/18	AP2435 Evaluation of the Chancellor - 5/10/18

BP2510 Collegial Consultation - 12/11/14	AP2510 Collegial Consultation - 2/19/15
BP2610 Presentation of Initial Collective Bargaining Proposals - 5/10/18	AP2610 Presentation of Initial Collective Bargaining Proposals - 5/10/18
BP2710 Conflict of Interest - 9/13/18	AP2710 Conflict of Interest- 9/13/18
	AP2712 Conflict of Interest Code - 7/11/19
BP2714 Distribution of Tickets or Passes - 4/14/16	AP2714 Distribution of Tickets or Passes - 4/14/16
BP2715 Code of Ethics-Standards of Practice - 5/11/17	No AP
BP2716 Political Activity - 4/9/15	No AP
BP2717 Personal Use of Public Resources - 5/10/18	No AP
BP2720 Communications Among Board Members - 5/16/19	No AP
BP2725 Board Member Compensation - 4/9/15	No AP
BP2730 Board Member Health Benefits - 4/9/15	AP2730 Board Member Health Benefits - 3/12/15
BP2735 Board Member Travel - 5/10/18	AP2735 Board Member Travel - 5/10/18
BP2740 Board Education - 12/11/14	No AP
BP2745 Board Self Evaluation - 12/13/18	No AP
BP2750 Board Member Absent From the State - 4/9/15	No AP

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Chapter 3: General Institution	
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BP3050 Institutional Code of Ethics - 10/9/14	AP3050 Institutional Code of Ethics - 12/11/14
BP3100 Organizational Structure - 4/8/04	No AP
BP3200 Accreditation - 12/11/14	AP3200 Accreditation - 10/9/14
BP3225 Institutional Effectiveness - 7/14/16	AP3225 Institutional Effectiveness - 7/14/16
BP3226 Awards - 4/12/18	No AP
BP3250 Institutional Planning - 12/11/14	AP3250 Institutional Planning - 12/11/14
BP3280 Grants - 9/13/18	AP3280 Grants - 9/13/18
BP3300 Public Records - 7/12/18	AP3300 Public Records - 7/12/18
BP3310 Records Retention & Destruction - 5/13/04	AP3310 Records Retention & Destruction - 7/13/17
BP3410 Nondiscrimination - 1/19/17	AP3410 Nondiscrimination - 12/11/14
	AP3415 Immigration Enforcement Activities - 1/9/20
BP3420 Equal Employment Opportunity - 7/12/18	AP3420 Equal Employment Opportunity - 7/12/18
BP3430 Prohibition of Harassment - 12/12/19	AP3430 Prohibition of Harassment - 12/12/19
	AP3435 Discrimination and Harassment Investigations - 12/12/19
BP3440 Service Animals - 12/12/19	AP3440 Service Animals - 12/12/19
BP3500 Campus Safety - 5/12/16	AP3500 Campus Safety - 5/12/16
BP3501 Campus Security and Access - 7/14/16	AP3501 Campus Security and Access - 7/14/16
BP3505 Emergency Response Plan - 12/13/18	AP3505 Emergency Response Plan - 12/13/18
BP3510 Workplace Violence Plan - 2/25/16	AP3510 Workplace Violence Plan - 4/14/16
BP3515 Reporting of Crime - 1/19/17	AP3515 Reporting of Crime - 1/19/17
	AP3516 Registered Sex Offender Information - 12/8/16

BP3518 Child Abuse Reporting - 5/12/16	AP3518 Child Abuse Reporting - 5/12/16
BP3520 Local Law Enforcement - 12/8/16	AP3520 Local Law Enforcement - 12/8/16
BP3530 Weapons on Campus - 7/12/18	AP3530 Weapons on Campus - 7/12/18
BP3540 Sexual and Other Assaults on Campus - 7/14/16	AP3540 Sexual and Other Assaults on Campus - 5/12/16
BP3550 Drug Free Environment and Drug Prevention Program - 11/14/19	AP3550 Drug Free Environment and Drug Prevention Program - 11/14/19
BP3560 Alcoholic Beverages - 7/13/17	AP3560 Alcoholic Beverages - 7/13/17
BP3570 Smoking on Campus - 5/8/14	AP3570 Smoking on Campus - 5/8/14
BP3580 Sustainability - 12/9/10	AP3580 Sustainability - 12/9/10
BP3590 Energy Conservation - 7/11/19	AP3590 Energy Conservation - 7/11/19
BP3600 Auxiliary Organizations - 4/11/19	No AP
BP3710 Securing of Copyright - 12/13/18	AP3710 Securing of Copyright - 12/13/07
BP3715 Intellectual Property - 12/13/18	AP3715 Intellectual Property - 12/13/18
BP3720 Computer and Network Use - 1/10/19	AP3720 Computer and Network Use - 1/10/19
BP3810 Claims Against the District - 7/11/19	AP3810 Claims Against the District - 5/16/19
BP3820 Gifts and Donations - 8/11/16	AP3820 Gifts and Donations - 8/11/16
BP3900 Speech: Time, Place, and Manner - 6/10/04	AP3900 Speech: Time, Place, and Manner - 12/10/09
BP3915 Printing - 4/12/18	AP3915 Printing - 4/12/18
BP3920 Electronic Mail - 4/11/19	AP3920 Electronic Mail - 4/11/19

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BP4000 Instructional Programs - 4/8/04	No AP
BP4010 Academic Calendar - 5/10/18	AP4010 Academic Calendar - 5/10/18
BP4020 Program, Curriculum, and Course Development - 7/14/16	AP4020 Program, Curriculum, and Course Development - 2/19/15
	AP4021 Program Discontinuance - 5/12/16
	AP4022 Course Approval - 5/12/16
BP4025 Philosophy and Criteria for AS Degree and General Education - in review process - 5/13/04	AP4025 Philosophy and Criteria for AS Degree and General Education - 2/19/15
BP4026 Philosophy and Criteria for International Education - 5/12/16	AP4026 Philosophy and Criteria for International Education - 5/12/16
BP4030 Academic Freedom - 12/11/14	No AP
BP4040 Library Services - 3/12/15	AP4040 Library Services - 3/12/15
BP4050 Articulation - 12/11/14	AP4050 Articulation - in review process - 6/2006
BP4060 Delineation of Functions Agreements - 12/13/18	AP4060 Delineation of Functions Agreements - 12/13/18
BP4070 Auditing and Auditing Fees - 5/10/18	AP4070 Auditing and Auditing Fees - 5/10/18
BP4100 Graduation Requirements for Degrees and Certificates - 3/14/19	AP4100 Graduation Requirements for Degrees and Certificates - 3/14/19
BP4101 Independent Study - 5/10/18	AP4101 Independent Study - 5/10/18
BP4102 Career and Technical Education Programs - 5/10/18	AP4102 Career and Technical Education Programs - 5/10/18
BP4103 Work Experience - 5/13/04	AP4103 Work Experience - 6/2006
	AP4104 Contract Education - 7/11/19
BP4105 Distance Education - 1/19/17	AP4105 Distance Education - 1/19/17

BP4220 Standards of Scholarship - 4/13/17	AP4220 Standards of Scholarship - 4/13/17
No BP	AP4222 Remedial Coursework - 7/11/19
BP4225 Course Repetition - 5/11/17	AP4225 Course Repetition - 5/11/17
BP4226 Multiple and Overlapping Enrollments - 3/14/19	AP4226 Multiple and Overlapping Enrollments - 3/14/19
	AP4227 Repeatable Courses - 5/10/18
	AP4228 Course Repetition - Significance Lapse of Time - 5/10/18
	AP4229 Course Repetition - Variable Units - 5/10/18
BP4230 Grading and Academic Record Symbols - 1/15/15	AP4230 Grading and Academic Record Symbols - 12/11/14
BP4231 Grade Changes - 4/9/09	AP4231 Grade Changes - 2/2009
BP4232 Pass/No Pass - 3/14/19	AP4232 Pass/No Pass - 3/14/19
BP4235 Credit by Examination - 12/13/18	AP4235 Credit by Examination - 12/13/18
BP4240 Academic Renewal - 6/21/18	AP4240 Academic Renewal - 6/21/18
BP4250 Probation, Dismissal & Readmission - 4/11/19	AP4250 Probation, Dismissal & Readmission - 4/11/19
BP4260 Prerequisites & Co-requisites - 5/13/04	AP4260 Prerequisites & Co-requisites - 6/13/13
BP4300 Field Trips and Excursions - 6/21/18	AP4300 Field Trips and Excursions - 6/21/18
BP4320 Off-Campus Speakers - 4/8/04	AP4320 Off-Campus Speakers - 4/1991
BP4400 Community Services Programs - 4/9/09	AP4400 Community Services Programs - 10/1993
	AP4500 Student News Media - 4/1991

BP4500 Student News Media - 4/8/04	
BP4800 Human Remains - 12/10/09	AP4800 Human Remains - 12/10/09

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BP5010 Admissions Concurrent Enrollment - 12/13/18	AP5010 Admissions Concurrent Enrollment - 12/13/18
	AP5011 Admission and Concurrent Enrollment of High School and Other Young Students - 6/9/16
	AP5013 Students in the Military - 7/11/19
BP5015 Residence Determination - 6/21/18	AP5015 Residence Determination - 6/21/18
BP5020 Non-Resident Tuition - 7/11/19	AP5020 Non-Resident Tuition - 7/11/19
BP5030 Fees - 6/21/18	AP5030 Fees - 6/21/18
BP5031 Instructional Materials Fee - 5/11/17	AP5031 Instructional Materials Fee - 5/11/17
BP5035 Withholding of Student Records - 6/9/16	AP5035 Withholding of Student Records - 6/9/16
BP5040 Student Records, Directory Information - 5/10/18	AP5040 Student Records, Directory Information - 5/10/18
	AP5045 Student Records - Challenging Content and Access Log - 4/11/19
BP5050 Student Success and Support Program - 12/13/18	AP5050 Student Success and Support Program - 12/13/18
BP5052 Open Enrollment - 6/9/16	AP5052 Open Enrollment - 6/9/16
BP5055 Enrollment Priorities - 4/11/19	AP5055 Enrollment Priorities - 4/11/19

BP5070 Attendance Accounting - 6/10/04	No AP
BP5075 Course Adds, Drops, and Withdrawals - 6/21/18	AP5075 Course Adds, Drops, and Withdrawals - 6/21/18
BP5110 Counseling - 5/16/19	AP5110 Counseling - 5/16/19
BP5120 Transfer Center - 5/16/19	AP5120 Transfer Center - 5/16/19
BP5130 Financial Aid - 4/13/17	AP5130 Financial Aid - 7/11/19
BP5140 Disabled Student Program and Services - 1/19/17	AP5140 Disabled Student Program and Services - 1/19/17
BP5150 Extended Opportunity Programs & Services - 4/9/09	AP5150 Extended Opportunity Programs & Services - 6/10/04
BP5200 Student Health Services - 6/8/17	AP5200 Student Health Services - 6/8/17
BP5205 Student Accident Insurance - 7/14/16	No AP
BP5210 Communicable Disease- 6/10/04	AP5210 Communicable Disease - 6/8/06
BP5300 Student Equity - 5/16/19	AP5300 Student Equity - 5/16/19
BP5400 Associated Students Organization - 4/8/04	No AP
BP5410 Associated Students Elections	No AP
BP5420 Associated Students Finance - 6/21/18	AP5420 Associated Students Finance - 6/21/18
BP5500 Standards of Student Conduct - 6/20/19	AP5500 Standards of Student Conduct - in review process - 6/20/19
	AP5520 Student Discipline Procedures - 6/20/19
BP5530 Student Rights and Grievances - 7/11/19	AP5530 Student Rights and Grievances - 7/11/19
BP5700 Intercollegiate Athletics - 6/10/04	No AP

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BP6100 Delegation of Authority, Business and Fiscal Affairs - 12/13/18	AP6100 Delegation of Authority, Business and Fiscal Affairs - 12/13/18
BP6150 Designation of Authorized Signatures - 7/11/19	AP6150 Designation of Authorized Signatures - 7/11/19
BP6200 Budget Preparation - 1/19/17	AP6200 Budget Preparation - 1/19/17
BP6250 Budget Management - 6/11/15	AP6250 Budget Management - 5/14/15
BP6300 Fiscal Management- 7/11/19	AP6300 Fiscal Management- 7/11/19
No BP	AP6305 Reserves - 7/12/18
No BP	AP6307 Debt Issuance and Management - 3/8/18
No BP	AP6310 Accounting - 1/19/17
No BP	AP6315 Warrants - 7/11/19
BP6320 Investments - 5/16/19	AP6320 Investments - 5/16/19
BP6325 Payroll - 1/19/17	AP6325 Payroll - 1/19/17
BP6330 Purchasing - 3/14/19	AP6330 Purchasing - 3/14/19
BP6340 Bids & Contracts - 7/11/19	AP6340 Bids & Contracts - 7/11/19
	AP6345 Bids & Contracts UPCCAA- 1/9/20
No BP	AP6350 Contracts-Construction - 1/9/20
No BP	AP6360 Contracts-Electronic Systems and Materials - 6/9/94
	AP6365 Contracts-Accessibility of Information Technology - 1/9/20
BP6400 Financial Audits - 6/11/15	AP6400 Financial Audits - 5/14/15

BP6450 Wireless or Cellular Phone Use - 6/11/15	AP6450 Wireless or Cellular Phone Use - 5/14/15
BP6500 Property Management - 6/11/15	AP6500 Property Management - 5/14/15
BP6520 Security for District Property - 12/11/14	AP6520 Security for District Property - 12/11/14
BP6530 District Vehicles - in review process - 8/19/04	AP6530 District Vehicles - 6/9/94
BP6535 Use of District Equipment - 6/11/15	AP6535 Use of District Equipment - 5/14/15
BP6540 Insurance - in review process - 9/9/04	No AP
BP6550 Disposal of Property - in review process - 7/14/08	AP6550 Disposal of Property - in review process - 8/11/05
BP6600 Capital Construction - 1/19/17	AP6600 Capital Construction - 1/19/17
BP6610 Local, Minority, Women, and Veteran Owned Enterprise Program - 2/19/15	No AP
BP6620 Naming of Buildings - 8/19/04	AP6620 Naming of Buildings - in review process - 1/19/12
BP6700 Civic Center and Other Facilities Use - 8/19/04	No AP
BP6740 Citizens' Bond Oversight Committee - 6/11/15	AP6740 Citizens' Bond Oversight Committee - 8/11/16
BP6750 Parking - 1/19/17	AP6750 Parking - 1/19/17
BP6751 Parking Citation Payment Plan - 1/10/19	AP6751 Parking Citation Payment Plan - 1/10/19
BP6800 Safety - 7/14/16	AP6800 Safety - 7/14/16
BP6900 Bookstores - in review process -9/9/04	No AP
BP6925 Refreshments or Meals Served at Meetings and District Events - 7/11/19	AP6925 Refreshments or Meals Served at Meetings and District Events- 7/11/19
BP6930 Vending Machines - 6/11/15	AP6930 Vending Machines - in review process - 8/11/05

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Chapter 7: Human Resources

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BP7100 Commitment to Diversity - 7/12/18	AP7100 Commitment to Diversity - 7/12/18
BP7110 Delegation of Authority, HR - 1/9/20	AP7110 Delegation of Authority, HR - 1/9/20
BP7120 Recruitment and Hiring - 6/20/19	AP7120 Recruitment and Hiring - 6/20/19
BP7125 Verification of Eligibility for Employment - 6/10/04	AP7125 Verification of Eligibility for Employment
	AP7126 Applicant Background Investigations and Reference Checks - 7/11/19
BP7130 Compensation - 3/14/19	AP7130 Compensation - 3/14/19
BP7140 Collective Bargaining - 12/13/18	AP7140 Collective Bargaining - 12/13/18
	AP7145 Personnel Files - 7/11/19
BP7150 Evaluation - 7/11/19	AP7150 Evaluation - 7/11/19
BP7160 Professional Development - in review process - 6/20/19	AP7160 Professional Development - 6/20/19
BP7210 Academic Employees - 6/10/04	AP7210 Academic Employees - 1/11/90
	AP7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies - 4/11/19
	AP7216 Academic Employees: Grievance Procedure for Contract Decisions - 4/11/19
BP7230 Classified Employees - 5/13/10	AP7230 Classified Employees - 4/8/10
	AP7232 Classification Review - 6/20/19
	AP7233 Claims for Work Out of Class - 4/11/19
	AP7234 Overtime - 7/11/19

BP7236 Substitute and Short Term Employees - 1/9/20	AP7236 Substitute and Short Term Employees - 1/9/20 AP7237 Layoffs
BP7240 Confidential Employees - 6/10/04	AP7240 Confidential Employees
BP7250 Educational Administrators - 10/11/18	AP7250 Educational Administrators - 10/11/18
BP7260 Classified Supervisors and Managers - 6/21/18	AP7260 Classified Supervisors and Managers
BP7265 Management Internship - 6/10/04	AP7265 Management Internship - 4/13/92
BP7270 Student Workers - 6/10/04	AP7270 Student Workers - 6/10/99
BP7310 Nepotism - 6/20/19	AP7310 Nepotism - 6/20/19
BP7330 Communicable Diseases - 4/14/16	AP7330 Communicable Diseases - 4/14/16
BP7335 Health Examinations - 4/14/16	No AP
	AP7336 Certification of Freedom from TB - 6/20/19
	AP7337 Fingerprinting - 7/11/19
BP7340 Leaves - 7/11/19	No AP
	AP7343 Industrial Accident and Illness Leave - 7/11/19
	AP7344 Notifying the District of Illness - 7/11/19
BP7345 Catastrophic Leave - 6/10/04	No AP
	AP7346 Employees Called to Military Duty - 7/11/19
BP7350 Resignations - 7/11/19	AP7350 Resignations - 7/11/19

BP7360 Discipline & Dismissal Academic Employees - 5/11/17	No AP
BP7365 Discipline & Dismissal Classified Employees - 7/11/19	AP7365 Discipline & Dismissal Classified Employees - 7/11/19
BP7370 Political Activity - 7/11/19	AP7370 Political Activity - 7/11/19
	AP7371 Personal Use of Public Resources - 7/11/19
BP7380 Retiree Health Benefits: Academic Employees - 6/10/04	No AP
	AP7381 Health and Welfare Benefits - 6/9/94
BP7385 Salary Deductions - 3/14/19	AP7385 Salary Deductions - 3/14/19
BP7400 Travel - 7/11/19	AP7400 Travel - 7/11/19
BP7420 Authorized Drivers - 6/16/11	AP7420 Authorized Drivers - 5/19/11
BP7450 Mileage Reimbursement - 12/12/19	AP7450 Mileage Reimbursement - 12/12/19
	AP7500 Volunteers - 7/12/18
BP7500 Volunteers - 7/12/18	
BP7600 District Police Department - 12/8/16	AP7600 District Police Department - 12/8/16