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## Board Policies & Administrative Procedures

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### Chapter 1: The District

Chapter Lead | BOT, Chancellor

Chapter 1: The District — policies and procedures

Policy	Procedures
<a href="#">BP1100</a> The San Bernardino CCD	No AP
<a href="#">BP1200</a> District Mission Statement	No AP

### Chapter 2: Board of Trustees

Chapter Lead | BOT, Chancellor

Chapter 2: Board of Trustees — policies and procedures

Policy	Procedures
<a href="#">BP2010</a> Board Membership	No AP
<a href="#">BP2015</a> Student Members	No AP
<a href="#">BP2100</a> Board Elections	No AP

Chapter 2: Board of Trustees — policies and procedures

<b>Policy</b>	<b>Procedures</b>
<a href="#">BP2105</a> Election of Student Trustees	<a href="#">AP2105</a> Election of Student Trustees
<a href="#">BP2110</a> Vacancies on the Board	<a href="#">AP2110</a> Vacancies on the Board
<a href="#">BP2130</a> Term Limits	No AP
<a href="#">BP2200</a> Board Duties & Responsibilities	No AP
<a href="#">BP2210</a> Officers	No AP
<a href="#">BP2220</a> Committees of the Board	No AP
<a href="#">BP2305</a> Annual Organizational Meeting	No AP
<a href="#">BP2310</a> Regular Meetings of the Board	No AP
<a href="#">BP2315</a> Closed Session	No AP
<a href="#">BP2320</a> Special & Emergency Meetings	<a href="#">AP2320</a> Special & Emergency Meetings <a href="#">AP2325</a> Teleconferenced Meetings
<a href="#">BP2330</a> Quorum and Voting	<a href="#">AP2330</a> Quorum and Voting
<a href="#">BP2340</a> Agendas	<a href="#">AP2340</a> Agendas
<a href="#">BP2345</a> Public Participation at Board Meetings	No AP
<a href="#">BP2350</a> Speakers	No AP
<a href="#">BP2355</a> Decorum	No AP
<a href="#">BP2360</a> Minutes	No AP
<a href="#">BP2365</a> Recording	<a href="#">AP2365</a> Recording
<a href="#">BP2410</a> Board Policies & Administrative Procedures	<a href="#">AP2410</a> Board Policies & Administrative Procedures

Chapter 2: Board of Trustees — policies and procedures

<b>Policy</b>	<b>Procedures</b>
<a href="#">BP2430</a> Delegation of Authority to the Chancellor	<a href="#">AP2430</a> Delegation of Authority to the Chancellor
<a href="#">BP2431</a> Chancellor Selection	<a href="#">AP2431</a> Chancellor Selection
<a href="#">BP2432</a> Chancellor Succession	No AP
<a href="#">BP2435</a> Evaluation of the Chancellor	<a href="#">AP2435</a> Evaluation of the Chancellor
<a href="#">BP2510</a> Participation in Local Decision-Making	<a href="#">AP2510</a> Participation in Local Decision-Making
<a href="#">BP2610</a> Presentation of Initial Collective Bargaining Proposals	<a href="#">AP2610</a> Presentation of Initial Collective Bargaining Proposals
<a href="#">BP2710</a> Conflict of Interest	<a href="#">AP2710</a> Conflict of Interest <a href="#">AP2712</a> Conflict of Interest Code <a href="#">List of Designated Positions</a>
<a href="#">BP2714</a> Distribution of Tickets or Passes	<a href="#">AP2714</a> Distribution of Tickets or Passes
<a href="#">BP2715</a> Code of Ethics-Standards of Practice	No AP
<a href="#">BP2716</a> Political Activity	No AP
<a href="#">BP2717</a> Personal Use of Public Resources	No AP
<a href="#">BP2720</a> Communications Among Board	No AP
<a href="#">BP2725</a> Board Member Compensation	No AP
<a href="#">BP2730</a> Board Member Health Benefits	<a href="#">AP2730</a> Board Member Health Benefits
<a href="#">BP2731</a> Trustee Emeritus/Emerita/Emeriti	No AP
<a href="#">BP2735</a> Board Member Travel	<a href="#">AP2735</a> Board Member Travel

Chapter 2: Board of Trustees — policies and procedures

<b>Policy</b>	<b>Procedures</b>
<a href="#">BP2740</a> Board Education	<a href="#">AP2740</a> Board Education
<a href="#">BP2745</a> Board Self Evaluation	No AP
<a href="#">BP2750</a> Board Member Absent From the State	No AP

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**Chapter 3: General Institution**

Chapter Lead | Chancellor, Chancellor's Cabinet

Chapter 3: General Institution — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP3050</a> Institutional Code of Ethics	<a href="#">AP3050</a> Institutional Code of Ethics
<a href="#">BP3100</a> Organizational Structure	No AP
<a href="#">BP3200</a> Accreditation	<a href="#">AP3200</a> Accreditation
<a href="#">BP3225</a> Institutional Effectiveness	<a href="#">AP3225</a> Institutional Effectiveness
<a href="#">BP3226</a> Awards	No AP
<a href="#">BP3250</a> Institutional Planning	<a href="#">AP3250</a> Institutional Planning
<a href="#">BP3280</a> Grants	<a href="#">AP3280</a> Grants
<a href="#">BP3300</a> Public Records	<a href="#">AP3300</a> Public Records

Chapter 3: General Institution — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<b>BP3310</b> Records Retention & Destruction	<b>AP3310</b> Records Retention & Destruction
<b>BP3410</b> Nondiscrimination	<b>AP3410</b> Nondiscrimination
	<b>AP3415</b> Immigration Enforcement Activities
<b>BP3420</b> Equal Employment Opportunity	<b>AP3420</b> Equal Employment Opportunity
<b>BP3430</b> Prohibition of Harassment	<b>AP3430</b> Prohibition of Harassment
<b>BP3433</b> Prohibition of Harassment Under Title IX	<b>AP3433</b> Prohibition of Sexual Harassment Under Title IX
	<b>AP3434</b> Responding to Harassment Based on Sex Under Title IX
	<b>AP3435</b> Discrimination and Harassment Resolution Procedures
<b>BP3440</b> Service Animals	<b>AP3440</b> Service Animals
<b>BP3500</b> Campus Safety	<b>AP3500</b> Campus Safety
<b>BP3501</b> Campus Security and Access	<b>AP3501</b> Campus Security and Access
<b>BP3505</b> Emergency Response Plan	<b>AP3505</b> Emergency Response Plan
<b>BP3510</b> Workplace Violence Plan	<b>AP3510</b> Workplace Violence Plan
<b>BP3515</b> Reporting of Crime	<b>AP3515</b> Reporting of Crime
	<b>AP3516</b> Registered Sex Offender Information

Chapter 3: General Institution — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP3518</a> Child Abuse Reporting	<a href="#">AP3518</a> Child Abuse Reporting
<a href="#">BP3520</a> Local Law Enforcement	<a href="#">AP3520</a> Local Law Enforcement
<a href="#">BP3530</a> Weapons on Campus	<a href="#">AP3530</a> Weapons on Campus
<a href="#">BP3540</a> Sexual and Other Assaults on Campus	<a href="#">AP3540</a> Sexual and Other Assaults on Campus
<a href="#">BP3550</a> Drug Free Environment and Drug Prevention Program	<a href="#">AP3550</a> Drug Free Environment and Drug Prevention Program
<a href="#">BP3560</a> Alcoholic Beverages	<a href="#">AP3560</a> Alcoholic Beverages
<a href="#">BP3570</a> Smoking on Campus	<a href="#">AP3570</a> Smoking on Campus
<a href="#">BP3580</a> Sustainability	<a href="#">AP3580</a> Sustainability
<a href="#">BP3590</a> Energy Conservation	<a href="#">AP3590</a> Energy Conservation
<a href="#">BP3600</a> Auxiliary Organizations	<a href="#">AP3600</a> Auxiliary Organizations
<a href="#">BP3710</a> Securing of Copyright	<a href="#">AP3710</a> Securing of Copyright
<a href="#">BP3715</a> Intellectual Property	<a href="#">AP3715</a> Intellectual Property
<a href="#">BP3720</a> Computer and Network Use	<a href="#">AP3720</a> Computer and Network Use

Chapter 3: General Institution — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<b>BP3725</b> Information and Communications Technology Accessibility	<b>AP3725</b> Information and Communications Technology Accessibility
	<b>AP3726</b> Information Security Data Classification
	<b>AP3727</b> Information Security Access Control
	<b>AP3728</b> Information Security Physical Security
	<b>AP3729</b> Information Security Logging and Monitoring
	<b>AP3730</b> Information Security Remote Access
	<b>AP3731</b> Information Security Internally Developed Systems Change Control
	<b>AP3732</b> Information Security Security Incident Response
	<b>AP3733</b> Information Security Secure Operations
	<b>AP3734</b> Information Security-Network Security
	<b>AP3735</b> Information Security Disaster Recovery
	<b>AP3736</b> Information Security Cloud Storage
	<b>AP 3737</b> Information Security Payment Card Industry Requirements
<b>AP3750</b> Use of Copyrighted Material	
<b>BP3810</b> Claims Against the District	<b>AP3810</b> Claims Against the District
<b>BP3820</b> Gifts and Donations	<b>AP3820</b> Gifts and Donations

### Chapter 3: General Institution — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP3900</a> Speech: Time, Place, and Manner	<a href="#">AP3900</a> Speech: Time, Place, and Manner
<a href="#">BP3915</a> Printing	<a href="#">AP3915</a> Printing
<a href="#">BP3920</a> Electronic Mail	<a href="#">AP3920</a> Electronic Mail

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### Chapter 4: Academic Affairs

Chapter Lead | Vice Chancellor of ED&SSS, Academic Senate Presidents

### Chapter 4: Academic Affairs — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP4000</a> Instructional Programs	No AP
<a href="#">BP4010</a> Academic Calendar	<a href="#">AP4010</a> Academic Calendar
<a href="#">BP4015</a> District Course Enrollment Philosophy	<a href="#">AP4015</a> District Course Enrollment Philosophy
<a href="#">BP4020</a> Program, Curriculum, and Course Development	<a href="#">AP4020</a> Program, Curriculum, and Course Development
	<a href="#">AP4021</a> Program Discontinuance
	<a href="#">AP4022</a> Course Approval
<a href="#">BP4025</a> Philosophy and Criteria for AS Degree and General Education	<a href="#">AP4025</a> Philosophy and Criteria for AS Degree and General Education
<a href="#">BP4026</a> Philosophy and Criteria for International Education	<a href="#">AP4026</a> Philosophy and Criteria for International Education

Chapter 4: Academic Affairs — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP4030</a> Academic Freedom	No AP
<a href="#">BP4040</a> Library Services	<a href="#">AP4040</a> Library Services
<a href="#">BP4050</a> Articulation	<a href="#">AP4050</a> Articulation
<a href="#">BP4060</a> Delineation of Functions Agreements	<a href="#">AP4060</a> Delineation of Functions Agreements
<a href="#">BP4070</a> Auditing and Auditing Fees	<a href="#">AP4070</a> Auditing and Auditing Fees
<a href="#">BP4100</a> Graduation Requirements for Degrees and Certificates	<a href="#">AP4100</a> Graduation Requirements for Degrees and Certificates
<a href="#">BP4101</a> Independent Study	<a href="#">AP4101</a> Independent Study
<a href="#">BP4102</a> Career and Technical Education Programs	<a href="#">AP4102</a> Career and Technical Education Programs
<a href="#">BP4103</a> Work Experience	<a href="#">AP4103</a> Work Experience
	<a href="#">AP4104</a> Contract Education
<a href="#">BP4105</a> Distance Education	<a href="#">AP4105</a> Distance Education
<a href="#">BP4106</a> Nursing	No AP
<a href="#">BP4220</a> Standards of Scholarship	<a href="#">AP4220</a> Standards of Scholarship
	<a href="#">AP4222</a> Remedial Coursework
<a href="#">BP4225</a> Course Repetition	<a href="#">AP4225</a> Course Repetition
<a href="#">BP4226</a> Multiple and Overlapping Enrollments	<a href="#">AP4226</a> Multiple and Overlapping Enrollments
	<a href="#">AP4227</a> Repeatable Courses

Chapter 4: Academic Affairs — policies and procedures

Policy	Procedure
	<a href="#">AP4228</a> Course Repetition - Significance Lapse of Time
	<a href="#">AP4229</a> Course Repetition - Variable Units
<a href="#">BP4230</a> Grading and Academic Record Symbols	<a href="#">AP4230</a> Grading and Academic Record Symbols
<a href="#">BP4231</a> Grade Changes	<a href="#">AP4231</a> Grade Changes
<a href="#">BP4232</a> Pass/No Pass	<a href="#">AP4232</a> Pass/No Pass
<a href="#">BP4235</a> Credit for Prior Learning	<a href="#">AP4235</a> Credit for Prior Learning
	<a href="#">AP4236</a> Advanced Placement Credit
<a href="#">BP4240</a> Academic Renewal	<a href="#">AP4240</a> Academic Renewal
<a href="#">BP4250</a> Probation, Dismissal & Readmission	<a href="#">AP4250</a> Probation, Dismissal & Readmission
<a href="#">BP4260</a> Prerequisites & Co-requisites	<a href="#">AP4260</a> Prerequisites & Co-requisites
<a href="#">BP4300</a> Field Trips and Excursions	<a href="#">AP4300</a> Field Trips and Excursions
<a href="#">BP4320</a> Off-Campus Speakers	<a href="#">AP4320</a> Off-Campus Speakers
<a href="#">BP4400</a> Community Services Programs	<a href="#">AP4400</a> Community Services Programs
<a href="#">BP4500</a> Student News Media	<a href="#">AP4500</a> Student News Media
<a href="#">BP4800</a> Human Remains	<a href="#">AP4800</a> Human Remains

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**Chapter 5: Student Services**

Chapter 5: Student Services — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<b>BP5010</b> Admissions Concurrent Enrollment	<b>AP5010</b> Admissions Concurrent Enrollment
	<b>AP5011</b> Admission and Concurrent Enrollment of High School and Other Young Students
	<b>AP5013</b> Students in the Military
<b>BP5015</b> Residence Determination	<b>AP5015</b> Residence Determination
	<b>AP5017</b> Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information
<b>BP5020</b> Non-Resident Tuition	<b>AP5020</b> Non-Resident Tuition
<b>BP5030</b> Fees	<b>AP5030</b> Fees
<b>BP5031</b> Instructional Materials Fee	<b>AP5031</b> Instructional Materials Fee
<b>BP5035</b> Withholding of Student Records	<b>AP5035</b> Withholding of Student Records
<b>BP5040</b> Student Records, Directory Information	<b>AP5040</b> Student Records, Directory Information
	<b>AP5045</b> Student Records - Challenging Content and Access Log
<b>BP5050</b> Student Success and Support Program	<b>AP5050</b> Student Success and Support Program
<b>BP5052</b> Open Enrollment	<b>AP5052</b> Open Enrollment
<b>BP5055</b> Enrollment Priorities	<b>AP5055</b> Enrollment Priorities
<b>BP5070</b> Attendance Accounting	<b>AP5070</b> Attendance Accounting

Chapter 5: Student Services — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP5075</a> Course Adds, Drops, and Withdrawals	<a href="#">AP5075</a> Course Adds, Drops, and Withdrawals
<a href="#">BP5110</a> Counseling	<a href="#">AP5110</a> Counseling
<a href="#">BP5120</a> Transfer Center	<a href="#">AP5120</a> Transfer Center
<a href="#">BP5130</a> Financial Aid	<a href="#">AP5130</a> Financial Aid
<a href="#">BP5140</a> Disabled Student Program and Services	<a href="#">AP5140</a> Disabled Student Program and Services
<a href="#">BP5150</a> Extended Opportunity Programs & Services	<a href="#">AP5150</a> Extended Opportunity Programs & Services
<a href="#">BP5200</a> Student Health Services	<a href="#">AP5200</a> Student Health Services
	<a href="#">AP5203</a> Lactation Accommodations
<a href="#">BP5205</a> Student Accident Insurance	No AP
<a href="#">BP5210</a> Communicable Disease	<a href="#">AP5210</a> Communicable Disease
<a href="#">BP5220</a> Shower Facilities for Homeless Students	<a href="#">AP5220</a> Shower Facilities for Homeless Students
<a href="#">BP5300</a> Student Equity - 5/16/19	<a href="#">AP5300</a> Student Equity
<a href="#">BP5400</a> Associated Students Organization	No AP
<a href="#">BP5410</a> Associated Students Elections	No AP
<a href="#">BP5420</a> Associated Students Finance	<a href="#">AP5420</a> Associated Students Finance
<a href="#">BP5500</a> Standards of Student Conduct	<a href="#">AP5500</a> Standards of Student Conduct
	<a href="#">AP5520</a> Student Discipline Procedures

Chapter 5: Student Services — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP5510</a> Off-Campus Student Organizations	<a href="#">AP5510</a> Off-Campus Student Organizations
<a href="#">BP5530</a> Student Rights and Grievances	<a href="#">AP5530</a> Student Rights and Grievances
<a href="#">BP5700</a> Intercollegiate Athletics	<a href="#">AP5700</a> Intercollegiate Athletics

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**Chapter 6: Business & Fiscal Services**

Chapter Lead | Executive Vice Chancellor, Vice Presidents of Administrative Services

Chapter 6: Business & Fiscal Services — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP6100</a> Delegation of Authority, Business and Fiscal Affairs	<a href="#">AP6100</a> Delegation of Authority, Business and Fiscal Affairs
<a href="#">BP6150</a> Designation of Authorized Signatures	<a href="#">AP6150</a> Designation of Authorized Signatures
<a href="#">BP6200</a> Budget Preparation	<a href="#">AP6200</a> Budget Preparation
<a href="#">BP6250</a> Budget Management	<a href="#">AP6250</a> Budget Management
<a href="#">BP6300</a> Fiscal Management	<a href="#">AP6300</a> Fiscal Management
	<a href="#">AP6305</a> Reserves
	<a href="#">AP6307</a> Debt Issuance and Management
	<a href="#">AP6310</a> Accounting
	<a href="#">AP6315</a> Warrants

Chapter 6: Business & Fiscal Services — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP6320</a> Investments	<a href="#">AP6320</a> Investments
<a href="#">BP6325</a> Payroll	<a href="#">AP6325</a> Payroll
<a href="#">BP6330</a> Purchasing	<a href="#">AP6330</a> Purchasing
<a href="#">BP6340</a> Bids & Contracts	<a href="#">AP6340</a> Bids & Contracts
	<a href="#">AP6345</a> Bids & Contracts UPCCAA
	<a href="#">AP6350</a> Contracts-Construction
	<a href="#">AP6365</a> Contracts-Accessibility of Information Technology
	<a href="#">AP6370</a> Contracts – Personal Service
<a href="#">BP6400</a> Financial Audits	<a href="#">AP6400</a> Financial Audits
<a href="#">BP6450</a> Wireless or Cellular Phone Use	<a href="#">AP6450</a> Wireless or Cellular Phone Use
<a href="#">BP6500</a> Property Management	<a href="#">AP6500</a> Property Management
<a href="#">BP6520</a> Security for District Property	<a href="#">AP6520</a> Security for District Property
<a href="#">BP6530</a> District Vehicles	<a href="#">AP6530</a> District Vehicles
<a href="#">BP6535</a> Use of District Equipment	<a href="#">AP6535</a> Use of District Equipment
<a href="#">BP6540</a> Insurance	<a href="#">AP6540</a> Insurance - 4/9/20
<a href="#">BP6550</a> Disposal of Property	<a href="#">AP6550</a> Disposal of Property
<a href="#">BP6600</a> Capital Construction	<a href="#">AP6600</a> Capital Construction
<a href="#">BP6610</a> Local, Minority, Women, and Veteran Owned Enterprise Program	No AP

## Chapter 6: Business & Fiscal Services — policies and procedures

<b>Policy</b>	<b>Procedure</b>
<a href="#">BP6620</a> Naming of Buildings	<a href="#">AP6620</a> Naming of Buildings
<a href="#">BP6700</a> Civic Center and Other Facilities Use	<a href="#">AP6700</a> Civic Center and Other Facilities Use
<a href="#">BP6740</a> Citizens' Bond Oversight Committee	<a href="#">AP6740</a> Citizens' Bond Oversight Committee
<a href="#">BP6750</a> Parking	<a href="#">AP6750</a> Parking
<a href="#">BP6751</a> Parking Citation Payment Plan	<a href="#">AP6751</a> Parking Citation Payment Plan
<a href="#">BP6800</a> Safety	<a href="#">AP6800</a> Safety
<a href="#">BP6900</a> Bookstores	No AP
<a href="#">BP6930</a> Vending Machines	<a href="#">AP6930</a> Vending Machines

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## Chapter 7: Human Resources

Chapter Lead | Vice Chancellor of Human Resources

Chapter 7: Human Resources — policies and procedures

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