



San Bernardino Community College District  
 POLICIES & PROCEDURES ADVISORY COMMITTEE (PPAC)  
 April 11, 2022  
 3:00 pm-4:00 pm Pacific Time

## MEETING AGENDA

*Policies & Procedures Advisory Committee (PPAC)*  
*Monday, April 11, 2022, 3:00 p.m.*  
*Via Zoom: <https://cccconfer.zoom.us/j/91470895848> Or*  
*Dial-In: 669-900-6833 | Meeting ID: 914 7089 5848*

### I. Welcome & Introductions

Kristina Hannon and Jose Torres, Co-Chairs

### II. Approval of Minutes

- A. Confirmation of Quorum
- B. Review of Minutes from March 14, 2022 and Vote for Approval

### III. Current Topics

- A. Review of Constituent Feedback and Vote for Approval to Forward to Chancellor's Council and BOT First Read
  - BP 5030 Fees (no changes; FYI only)
  - AP 5030 Fees (no feedback received in MS Teams)
- B. Review of Constituent Feedback of P&P's Designated 10+1
- C. New Form to Request PPAC Review of P&Ps (for information only)

### IV. Updates

- A. P&P 7210 Academic Employees (currently under Chapter Lead review)
- B. P&Ps Scheduled for April 14, 2022 BOT
  - P&P 6320 Investments (first read)
  - P&P 2410 Board Policies & Administrative Procedures (final approval)

### V. Future Topics (To be addressed upon establishment of P&P 2410 Board Policies & Administrative Procedures)

- Annual Schedule
- Legal Update 38
- Legal Update 39

### VI. Next Meeting Date & Adjournment

The next meeting is scheduled for Monday, May 9, 2022, at 3 p.m.

*Committee Charge: PPAC is an advisory committee to the Chancellor's Council charged with updating, creating, developing, and systematically reviewing APs and BPs. PPAC will ensure a continuous evaluation of APs and BPs, will create taskforces and invite subject matter experts, including students, when appropriate for input in the process. The committee forwards recommendations for changes to APs/BPs to the Chancellor's Council.*



Policies & Procedures Advisory Committee  
 Meeting Minutes – March 14, 2022, 3:00 p.m.

Via Zoom: <https://cccconfer.zoom.us/j/91470895848>  
 Or Dial-In: 669-900-6833 | Meeting ID: 914 7089 5848

**I. Welcome & Introductions** – Jose Torres & Kristina Hannon, Co-Chairs

*Kristina and Jose called the meeting to order at 3:05 p.m.*

**II. Approval of Minutes**

A. Confirmation of Quorum

*Quorum was confirmed.*

B. Approval of Minutes from February 14, 2022

*Stephanie made a motion to approve the February 14 minutes which Davena seconded. There was no discussion and the motion passed with Cyndie and Carmen abstaining.*

**III. Current Topics**

A. Addition of Membership Role for Asian Pacific Islander Association (APIA)

*Ray moved to approve the addition of a roster position for representation of the APIA, which Carmen seconded. The motion was unanimously approved.*

B. PPAC Approval for Level 2 Review of Chapter Lead Recommendation & Solicit Constituent Feedback for Next Meeting

- BP 5030 Fees (no changes; FYI only)
- AP 5030 Fees

*Jose advised that every year SBCCD receives guidance from the State on the allowable increase of certain fees. He went over the changes proposed in AP 5030 and noted that SBCCD proposed parking rates were below the State allowances.*

*Ray asked, and Jose confirmed, that the fee change amounts had been vetted with college staff.*

*PPAC members were requested to take this recommendation to their constituent groups and provide feedback through MS Teams. **Please Note: The proposed AP 5030 being posted via MS Teams contains a change in the Student Health fee (for summer only), from \$19 to \$20. This is a correction to reflect a revision in the maximum State allowable amount ([link here](#)) published after the initial announcement.***

*Jose reviewed the different levels of review. Davena made the motion to approve the Level 2 review of P&P 5030 Fees, which Keith seconded. The motion was unanimously passed.*

C. PPAC Review of Constituent Feedback & Approval to Forward to Chancellor's Council and BOT First Read

- BP 6320 Investments (no feedback received)
- AP 6320 Investments (no feedback received)

*Ray moved to approve P&P 6320, as recommended, to the Chancellor's Council for information, and to the Board of Trustees for first read. Kristina seconded the motion, which was unanimously approved.*

D. Review of Constituent Feedback and Approval of P&Ps Designated 10+1PPAC

*Committee members went over a list of all SBCCD P&Ps, which showed the approval workflow designations as they currently exist in PolicyStat. Jose asked that members review with their constituent groups in order to identify the P&Ps that should appropriately be designated 10+1 (aka academic and professional). This document will be shared through teams.*

*It was noted that any questions regarding P&Ps between meetings can be forwarded to Kelly Goodrich, who will pass them on to the committee co-chairs and/or other appropriate persons.*

*Davena questioned, and Jose confirmed, that regardless of a 10+1 designation, the PPAC would have the opportunity to determine an appropriate review level for any recommended changes.*

*At Keith's suggested, it was decided that the existing approval flow column be left off the Excel document to avoid the impression that determinations had already been made.*

*Ray clarified that although the term Chapter Owner is used, no one actually "owns" any of the P&Ps, and that it might the committee may want to consider revising the wording at some point.*

#### IV. Updates

A. Board Edits to AP 2410 Board Policies & Administrative Procedures

*Committee members reviewed the minor edits that the BOT made to AP 2410, which were highlighted in yellow on page 37 of the meeting materials. Keith expressed appreciation for the information.*

B. Status of Subcommittee Work on AP 7210, 7210a, and Handbook

*Kristina reported that good feedback from the SBVC senate had been received and she anticipates making a recommendation for review at the April PPAC meeting.*

*Kristina mentioned that AP 7211 would soon be reviewed, which is for equivalencies. Davena mentioned that several equivalency committee members are trying to get in place the CTE tool kit and wondered if there should be any coordination between that process and HR's.*

*Kristina commented that HR can work with both campus VPs and senates – whomever needs to be part of the conversation – so that all the merits of the toolkit are incorporated into the AP.*

C. Status of Chapter Lead Recommendation - P&P 7340 Leaves

*Nothing to report.*

V. **Future Topics (to be addressed upon establishment of P&P 2410 Board Policies & Administrative Procedures)**

*Committee members will address the following once P&P 2410 is approved.*

- Annual Schedule
- Legal Update 38
- Legal Update 39

VI. **Next Meeting Date & Adjournment**

*The meeting adjourned at 3:38 p.m.*

Not Yet Approved

**QUORUM:** Definition of Quorum is established by Chancellor's Council. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.

<u>yes</u>	1) 50% + one of appointed voting members (not 50% of members plus vacancies).		
<u>yes</u>	2) Two persons from each site (CHC, SBVC, DSO)		
<u>yes</u>	3) Three of four constituent groups represented (faculty, classified, student, management)		
	Representation	Member Name or Vacant	Present or Absent?
1	CTA ( <i>appointed by CTA</i> )	Meridyth McLaren	<i>Present</i>
2	Faculty, SBVC ( <i>appointed by Academic Senate President</i> )	Davena Burns-Peters	<i>Present</i>
3	CSEA ( <i>appointed by CSEA</i> )	Ernest Guillen	<i>Present</i>
4	Executive Vice Chancellor, Co-Chair	Jose Torres	<i>Present</i>
5	Faculty, CHC ( <i>appointed by Academic Senate President</i> )	Julie McKee (Proxy)	<i>Absent</i>
6	Management, CHC ( <i>appointed by college president</i> )	Keith Wurtz	<i>Present</i>
7	Vice Chancellor of HR & Police Services, Co-Chair	Kristina Hannon	<i>Present</i>
8	Latino Faculty, Staff & Administrator Association	Carmen Rodriguez	<i>Present</i>
9	Classified, SBVC ( <i>appointed by Classified Senate President</i> )	Nathan Yearyearn	<i>Present</i>
10	ASG President or designee, SBVC	Paul Del Rosario	<i>Absent</i>
11	Management, SBVC ( <i>appointed by college president</i> )	Ray Carlos	<i>Present</i>
12	Confidential Group ( <i>appointed by Administrative Officer</i> )	Cyndie St. Jean (Proxy)	<i>Present</i>
13	Black Faculty & Staff Association	Stephanie Lewis	<i>Present</i>
14	ASG President or designee, CHC	Tiana McBride/Sasha Paago	<i>Absent</i>
	Classified, CHC ( <i>appointed by Classified Senate President</i> )	Vacant	<i>n/a</i>
	Classified, DSO ( <i>appointed by Classified Senate Presidents</i> )	Vacant	<i>n/a</i>
	EEO Committee Representative ( <i>appointed by EEO Committee</i> )	Vacant	<i>n/a</i>
	POA ( <i>appointed by POA</i> )	Vacant	<i>n/a</i>

NO

**BP 5030 FEES | Proposed (redlined)**  
Level 2 Recommendation

No Changes, FYI Only



Last Revised 04/2021

Next Review 07/2031

Owner Academic  
Senates  
Academic  
Senates

Policy Area Chapter 5  
Student Services

References Legally  
Required

## BP 5030 Fees

The Board of Trustees authorizes the following fees. All fees must comply with Education Code and Title 5 regulations. The Chancellor is responsible for establishing procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the college catalogs or class schedules (Schedule of Classes).

### Enrollment Fee (Education Code Section 76300)

Each student shall be charged a fee for enrolling in credit courses as required by law.

### Course Auditing Fees (Education Code Section 76370)

Persons auditing a course shall be charged a fee (see AP 5030). The fee amount shall be adjusted proportionally based upon the term length. Students enrolled in classes to receive credit for 10 or more semester credit units shall not be charged this fee to audit three or fewer units per semester.

### Parking Fee (Education Code Section 76360)

Students shall be required to pay a fee (see AP 5030).

To encourage ride sharing, a student may certify in writing at the time of payment of the fee that he/she regularly has two or more passengers commuting with him/her.

### Instructional Materials (Education Code Section 76365; Title 5 Sections 59400 et seq.)

Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the classroom and provided that such materials are not solely or exclusively available from the District. (See BP/AP 503 I titled Instructional Materials Fees)

### Physical Education Facilities (Education Code Section 76395)

Where the District incurs additional expenses because a physical education course is required to use

## BP 5030 FEES | Proposed (redlined) Level 2 Recommendation

### No Changes, FYI Only

non-district facilities, students enrolled in the course may be charged a fee for participating in the course. Such fee shall not exceed the student's calculated share of the additional expenses incurred by the District.

#### Student Representation Fee (Education Code Section 76060.5)

Students will be charged a fee (see AP 5030) to be used to provide support for student governmental affairs representation. A student may refuse to pay the fee and shall submit such refusal on a form provided by the District to collect fees.

#### Student Transportation Costs (Education Code Section 76361)

Students shall be charged a fee (see AP 5030) for the purpose of recovering transportation costs incurred by the District for services provided by common carriers to students. These fees will only be paid by students who use the transportation services, unless a vote of the students in accordance with the Education Code establishes otherwise.

#### Transcript Fees (Education Code Section 76223)

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Chancellor is authorized to establish the fee (see AP 5030), which shall not exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two transcripts of students' records, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record.

#### International Students Application Processing Fee (Education Code Section 76142)

The District shall charge students who are both citizens and residents of a foreign country a fee to process his/her application for admission. This processing fee and regulations for determining economic hardship may be established by the Chancellor. The fee shall not exceed the lesser of 1) the actual cost of processing an application and other documentation required by the U.S. government; or 2) one hundred dollars (\$100), which shall be deducted from the tuition fee at the time of enrollment.

#### Fee Refunds

The Board of Trustees authorizes refunds to be made according to administrative procedures established by the Chancellor. All refunds must comply with Education Code and Title 5 regulations, and the refund schedule shall be published in the college catalogs and class schedules.

## References:

Education Code Sections 66025.3, 68120, 70902(b)(9), 76300, 76300.5, 76370, 76360, 76365, 76395, 76060.5, 76361, 76223, and 76142

Title 5 Sections 51012, 58520, 58629, and 59400 et seq

California Community College Chancellor's Office (CCCCO) Student Fee Handbook  
ACCJC Accreditation Standard I.C.6

## Attachments



**BP 5030 FEES | Proposed (redlined)**  
Level 2 Recommendation

No Changes, FYI Only

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[BP 5030 Fees - Comments](#)

[BP 5030 Fees - Legal Citations](#)

## Approval Signatures

Step Description	Approver	Date
Final Board Approval	Kelly Goodrich	07/2021
Reviewed and Approved per AP 2410	Kelly Goodrich	07/2021

## Older Version Approval Signatures

Final Board Approval	Kelly Goodrich	04/2021
Reviewed and Approved per AP 2410	Kelly Goodrich	04/2021
Final Board Approval	Policy Stat	11/2020
Reviewed and Approved per AP 2410	Policy Stat	11/2020
Board of Trustees 2nd Reading	Stacey Nikac: Administrator	07/2018
Board of Trustees 1st Reading	Stacey Nikac: Administrator	07/2018
District Assembly receives for information only	Stacey Nikac: Administrator	07/2018
Academic Senates	Stacey Nikac: Administrator	07/2018
Chancellor's Cabinet	Stacey Nikac: Administrator	07/2018
Chapter owners are notified	Stacey Nikac: Administrator	07/2018

**AP 5030 FEES | Proposed (redlined)**  
Level 2 Recommendation

Change of fees based on annual increase in State allowances, clerical enhancements.

Please note change from 3/14/2022 PPAC material in the Student Health fee (for summer only), from \$19 to \$20. This is a correction to reflect a revision in the maximum State allowable amount ([link here](#)) published after the initial announcement.



Origination N/A  
Last N/A  
Approved  
Last Revised N/A  
Next Review N/A

Owner Academic  
Senates Academic  
Senates  
Policy Area Chapter 5  
Student Services

## AP 5030 Fees

*(Replaces current SBCCD AP 5030 and AP 5033)*

### Required fees include:

- Enrollment (Education Code Section 76300 and 76300.5; Title 5 Sections 58500 and 58509)

As prescribed by state law.

- Nonresident tuition with these permissive exemptions (Education Code Sections 76140 and 76140.5):

As prescribed by state law and established by the Board of Trustees no later than March 1 for the succeeding fiscal year.

- All nonresident students enrolling for 6 or fewer units; or
- A student who is a citizen and resident of a foreign country who demonstrates financial need

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and this required exemption (Education Code Section 68130.5);

- All students, other than non immigrant aliens under ~~48~~8 U.S. Code Section 1101(a)(15), who meet the following requirements:
  - high school attendance in California for three or more years;
  - graduation from a California high school or attainment of the equivalent thereof;
  - registration or enrollment in a course offered for any term commencing on or after January 1, 2002;
  - completion of a questionnaire form prescribed by the ~~State~~California Community Colleges Chancellor's Office verifying eligibility for this nonresident tuition exemption; and
  - in the case of a student without lawful immigration status, the filing of an affidavit that

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the student has filed an application to legalize his/her immigration status, or will file an application as soon as he/she is eligible to do so.

- ~~Student representation (Education Code Section 76060.5; Title 5 Sections 54801 and 54805)~~
- Student representation (Education Code Section 76060.5; Title 5 Section 54805)

## Fees authorized by law include:

- Non-District physical education facilities (Education Code Section 76395)
- Noncredit courses (Education Code Section 76385)
- Community service courses (Education Code Section 78300)
- Auditing of courses (Education Code Section 76370)
- Instructional materials (Education Code Sections 73365, 81457, and 81458; Title 5 Sections 59400 and 59408)
- Athletic insurance (Education Code Section 70902 subdivision (b)(9))
- Cross-Enrollment with the California State University (CSU) or University of California (UC) (Education Code Section 66753)
- Health (Education Code Section 76355)
- Parking (Education Code Section 76360)
- Transportation (Education Code Sections 76361 and 82305.6)
- Student Center (Education Code Section 76375; Title 5 Section 58510)
- Copies of student records (Education Code Section 76223)
- Dormitory (Education Code Section 81670)
- Child care (Education Code Sections 79121 et seq. and 66060)
- Nonresident capital outlay (Education Code Section 76141)

**AP 5030 FEES | Proposed (redlined)**  
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- Nonresident application processing (Education Code Section 76142)
- Credit for Prior Learning (Education Code Section 76300; Title 5 Section 55050)
- Use of facilities financed by revenue bonds (Education Code Section 81901 [subdivision](#) (b)(3))
- Refund processing (Title 5 Section 58508)
- Telephone registration (Education Code Section 70902 [subdivision](#) (a))
- Physical fitness test (Education Code Section 70902 [subdivision](#) (b)(9))
- Instructional Tape Lease/Deposit (Education Code Section 70902 [subdivision](#) (b)(9))
- Credit Card Use (Education Code Section 70902 [subdivision](#) (b)(9))
- International Student Medical Insurance (Education Code Section 70902 [subdivision](#) (b)(9))

## Prohibited fees include:

- Late application (CCCCO Student Fee Handbook)
- Add/drop (CCCCO Student Fee Handbook)
- Mandatory student activities (CCCCO Student Fee Handbook)
- Student Identification Cards (CCCCO Student Fee Handbook)
- Student Body Organization (CCCCO Student Fee Handbook)
- Nonresident application (CCCCO Student Fee Handbook)
- For dependents of certain veterans (Education Code Section 66025.3)
- For dependents of certain victims of the September 11, 2001, terrorist attacks (CCCCO Student Fee Handbook)
- For certain recipients of the Medal of Honor and certain children of the recipients of the Medal of Honor (Education Code Section 66025.3)
- For surviving spouses and children of a firefighter employed by the federal government whose duty assignment involved the performance of firefighting services in California (Education Code Section 68120)
- For students who have been exonerated of a crime though writ of habeas corpus or pardon that meet certain conditions (Education Code Section 69000)

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- Required or funded services (CCCCO Student Fee Handbook)
- Refundable deposits (CCCCO Student Fee Handbook)
- Distance education (other than the statutorily authorized enrollment fee) (CCCCO Student Fee Handbook)
- Mandatory mailings (CCCCO Student Fee Handbook)
- Rental of practice rooms (CCCCO Student Fee Handbook)
- Apprenticeship courses (Education Code Section 76350)
- Technology fee (CCCCO Student Fee Handbook)
- Late payment fee (Title 5 Sections 58502 and 59410)
- Nursing/healing arts student liability insurance (Title 5 Section 55234)
- Cleaning (CCCCO Student Fee Handbook)
- Breakage (CCCCO Student Fee Handbook)
- Test proctoring (CCCCO Student Fee Handbook)

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## Collection and Refund of Fees

~~A. Associated Students Discount Sticker~~

~~\$9.50 - CHC~~

~~\$7.50 - SBVC~~

~~\$4.00 - Replacement for lost card~~

~~B. Breakage/Lost Property Fee~~

~~Replacement cost of item(s) broken or lost~~

~~C. Campus Center Fee~~

~~\$1.00/unit (not to exceed \$10 per fiscal year)~~

~~D. Capital Outlay Fee~~

~~As allowed by law and approved by the Board of Trustees prior to March 1 for the succeeding fiscal year.~~

A. Associated Students Discount Sticker

\$9.50 - CHC

\$7.50 - SBVC

\$4.00 - Replacement for lost card

B. Breakage/Lost Property Fee

Replacement cost of item(s) broken or lost

C. Campus Center Fee

\$1.00/unit (not to exceed \$10 per fiscal year)

D. Capital Outlay Fee

As allowed by law and approved by the Board of Trustees prior to March 1 for the succeeding fiscal year.

E. Catalog

\$6.00 - purchased on campus

F. Credit by Examination

\$20.00 plus class unit fee

G. Document Fee Handling

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\$40.00 per hour for personnel time to find, retrieve, copy and re-file requested documents;  
minimum charge of 1 hour  
\$0.15 per side copy cost  
Fees must be paid prior to document release

H. Enrollment Fee

\$46.00/unit

I. Insufficient Funds Check

\$15.00

J. International Student Application

\$25.00 (nonrefundable)



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- K. Key Deposit/Replacement  
 \$15.00 plus cost of rekeying if needed (metal/electronic key)
- L. Learning Center Reproduction Fees, SBVC  
 \$0.20 - Laser printout: text, black and white printer  
 \$0.50 - Laser printout: graphics, black and white printer (over ½ page)  
 \$1.00 - Laser printout: graphics and/or text, color  
 \$2.00 - Scan text or graphics to disk, per scan
- M. Library Fines – SBVC/CHC  
 \$0.10 - Books: per day for 50 days; after 50 days, bill \$5 fine plus the replacement value \$0.25 -  
 Reserve Books/Multimedia: per hour to a maximum of the replacement value of the reserve materials; after 14 days, bill \$5 fine plus the replacement value  
 \$0.50 - Videos: per day for 50 days; after 50 days, bill \$5 fine plus the replacement value  
 \$0.10 - Per page for laser printout of Internet, CD ROM, Periodicals  
 \$2.00 - replacement for lost library card
- N. Parking Permit Fees  
~~\$100~~108.00 - annual permit  
~~\$39~~42.00 - one semester (\$20 BOGG student)  
~~\$22~~24.00 - summer session  
 \$3.00 - daily
- O. Parking Violation Fees  
 \$ 50.00 - illegal parking  
 \$ 50.00 - decal violation  
 \$275.00 - handicap violation
- P. Refund Processing Charge  
 A fee of \$10.00 will be charged for each refund transaction, not to exceed \$10.00 per student per semester as defined in the Fee Refund Policy.
- Q. Replacement – Diploma/Certificate  
 \$10.00
- R. Student Health and Accident Insurance

**AP 5030 FEES | Proposed (redlined)**

**Level 2 Recommendation**

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\$~~22~~23.00 - per semester (includes \$1.50 accident insurance)

\$~~18~~19.00 - ~~\$19.00~~ - summer session (includes \$1.50 accident insurance)

\$1.50 - accident insurance only

S. Student Representation

\$2.00

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T. Supplemental Health Services Fee

\$10.00 - TB skin test (one-step test)

\$10.00 - TB skin test (two-step test)

At cost - All Vaccines

\$25.00 - Physical Exams

\$50.00 - DMV Physical Exams

At cost - Prescription medications

At cost - In-house Lab Tests

At cost - Lab Test sent to external lab

At cost - Optional Medical Procedures

At cost - Optional Medical Supplies

\$ 8.00 - Vision screening (Titmus vision tester)

\$ 2.00 per item - Duplication of medical records

\$10.00 - Hearing Screening (Audiometer)At cost

- Birth Control Pills

U. Testing Fees

At cost - Paramedic National Registry Testing

\$ 25.00 - Retest per skill

\$ 10.00 - CPR card

Repeat course from Career Tech Department

0.5 units - \$12.00

1.0 units - \$23.00

2.0 units - \$46.00

3.0 units - \$70.00

V. Transcripts/Verification

No cost - First two transcripts

\$10.00 - Additional transcripts

\$20.00 - Immediate requests for transcripts

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\$5.00 plus cost - Online transcripts

W. Transportation Fee

Students registering for Spring or Fall semester to pay:

\$9.00 for 6 or more credits/semester

\$8.00 for less than 6 credits/semester

\$6.00 for 6 or more credits/summer

\$5.00 for less than 6 credits/summer

X. Crafton Hills College Recreation Fee

Students registering for CHC for Spring, Fall, or Summer semesters have the option to pay for the use of the aquatic and fitness centers:

\$8.00 per semester

## Fee Refunds

A. Designated Fees

This regulation covers the following fees:

1. Enrollment fee
2. Nonresident tuition
3. Parking fee
4. Health fee
5. Accident Insurance fee
6. Student Services Card fee
7. Student Center fee
8. Student Representation Fee
9. Capital Outlay Fee
10. Student Transportation Fee

B. Conditions

If a refund is requested for parking or student services card fees, the parking decal or the student

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services card must be attached to the refund request.

C. Military Service Exception

If a student who is a member of an active or reserve military service receives orders compelling a withdrawal from courses, the District shall, upon petition and a copy of received orders of the affected student, refund the entire enrollment fee unless academic credit is awarded.

D. Refund Schedule

This refund schedule applies to all fees listed in Paragraph A, above.

1. Fees collected in error

Fees collected in error will be refunded in their entirety.

2. Class ~~cancelled~~canceled by the college

If a class is ~~cancelled~~canceled by the college, enrollment and/or non-resident tuition fees will be refunded in their entirety. If that cancellation results in a student's withdrawal from the college, refunds of the appropriate fees listed in Paragraph "A" will apply.

3. Withdrawal from the College

a. Enrollment Fee/Nonresident Tuition

If a student withdraws during the first two weeks of a full-term class or during the first 10% of a short-term class, enrollment fees or nonresident tuition fees will be refunded.

b. Parking Fee, Health Fee, Accident Insurance Fee, Student Services Card Fee, Student Center Fee, Student Representation Fee, Capital Outlay Fee, Student Transportation Fee.

In order to be eligible for a refund, a student must withdraw prior to the first

**AP 5030 FEES | Proposed (redlined)**  
**Level 2 Recommendation**

Change of fees based on annual increase in State allowances, clerical enhancements.

Please note change from 3/14/2022 PPAC material in the Student Health fee (for summer only), from \$19 to \$20. This is a correction to reflect a revision in the maximum State allowable amount ([link here](#)) published after the initial announcement.

day of the term for a full-term class or prior to the first day of instruction for a short-term class.

4. Unit Reduction

If a change of program within the first two weeks of a full-term class or during the first 10% of a short-term class results in a reduction in the number of units taken, the enrollment fee or non-resident fee will be refunded at the per unit cost of the reduction.

5. A student who withdraws from a class or the college after the second week of instruction for a full-term class or the first 10% of a short-term class is not eligible for any refund.

E. Refund Processing Fee

A charge of \$10 will be collected for each refund transaction not to exceed \$10 per student per semester, except for ~~cancelled~~canceled classes or ~~over-payment~~overpayment.

## Waiver of Fees

The District may waive enrollment fees which were not collected in a previous session where the enrollment fees were not collected as a result of the District's error in awarding a Board of Governors Fee Waiver to an ineligible student and not through the fault of the student, and to collect the enrollment fee would cause the student undue hardship.

## References:

Education Code Sections 66025.3, 68120, 70902(b)(9), 76300, and 76300.5

Title 5 Sections 51012, 58520, and 58629

California Community College Chancellor's Office (CCCCO) Student Fee HandbookACCJC

Accreditation Standard I.C.6

## Attachments

**AP 5030 FEES | Proposed (redlined)**

Level 2 Recommendation

Change of fees based on annual increase in State allowances, clerical enhancements.

Please note change from 3/14/2022 PPAC material in the Student Health fee (for summer only), from \$19 to \$20. This is a correction to reflect a revision in the maximum State allowable amount ([link here](#)) published after the initial announcement.

[AP 5030 Fees- Comments AP](#)

[5030 Fees- Legal Citations](#)

Policies Procedures  
Showing Existing 10+1 Designation

P.1 | 15  
4/4/2022

BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	1100	The San Bernardino Community College	10+1	Chapter 1 The District		I would like to see a documented reason that this is not a
BP	1200	District Mission Statement	10+1	Chapter 1 The District		I would like to see a documented reason that this is not a
BP	2010	Board Membership	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2015	Student Trustees	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2100	Board Elections	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2100	Board Elections	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2105	Election of Student Trustees	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2105	Election of Student Trustees	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2110	Vacancies on the Board	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2110	Vacancies on the Board	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2130	Term Limits	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2200	Board Duties and Responsibilities	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2210	Officers	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2220	Committees of the Board	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2305	Annual Organizational Meeting	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2310	Regular Meetings of the Board	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2315	Closed Sessions	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2320	Special and Emergency Meetings	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2320	Special and Emergency Meetings	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2330	Quorum and Voting	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2330	Quorum and Voting	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2340	Agendas	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2340	Agendas	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2345	Public Participation at Board Meetings	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2350	Speakers	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2355	Decorum	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2360	Minutes	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2360	Minutes	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2365	Recording	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2365	Recording	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a



Policies Procedures  
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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	2410	Board Policies and Administrative	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2410	Board Policies and Administrative	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2430	Delegation of Authority to the Chancellor	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2430	Delegation of Authority to the Chancellor	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2431	Chancellor Selection	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2431	Chancellor Selection	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2432	Chancellor Succession	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2435	Evaluation of the Chancellor	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2435	Evaluation of the Chancellor	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2510	Participation In Local Decision-Making	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2510	Participation In Local Decision-Making	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2610	Presentation of Initial Collective	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2610	Presentation of Initial Collective	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2710	Conflict of Interest	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2710	Conflict of Interest	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2712	Conflict of Interest Code	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2714	Distribution of Tickets or Passes	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2714	Distribution of Tickets or Passes	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2715	Code of Ethics/Standards of Practice	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2716	Political Activity	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2717	Personal Use of Public Resources	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2720	Communications Among Board Members	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2725	Board Member Compensation	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2730	Board Member Health Benefits	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2730	Board Member Health Benefits	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2735	Board Member Travel	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
AP	2735	Board Member Travel	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2740	Board Education	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2745	Board Self-Evaluation	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a
BP	2750	Board Member Absence from the State	10+1	Chapter 2 Board of Trustees		I would like to see a documented reason that this is not a

Policies Procedures  
Showing Existing 10+1 Designation

P.3 | 15  
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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	3050	Institutional Code of Ethics	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3050	Institutional Code of Ethics	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3100	Organizational Structure	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3100	Organizational Structure	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3200	Accreditation	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3200	Accreditation	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3225	Institutional Effectiveness	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3225	Institutional Effectiveness	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3226	Awards	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3250	Institutional Planning	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3250	Institutional Planning	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3280	Grants	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3280	Grants	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3300	Public Records	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3300	Public Records	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3310	Records Retention and Destruction	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3310	Records Retention and Destruction	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3410	Nondiscrimination	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3410	Nondiscrimination	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3415	Immigration Enforcement Activities	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3420	Equal Employment Opportunity	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3420	Equal Employment Opportunity	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3430	Prohibition of Harassment	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3430	Prohibition of Harassment	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3433	Prohibition of Sexual Harassment under	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3433	Prohibition of Sexual Harassment	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3434	Responding to Harassment Based on	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3435	Discrimination and Harassment	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3440	Service Animals	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3440	Service Animals	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a

Policies Procedures  
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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	3500	Campus Safety	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3500	Campus Safety	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3501	Campus Security and Access	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3501	Campus Security and Access	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3505	Emergency Response Procedures	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3505	Emergency Response Procedures	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3510	Workplace Violence	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3510	Workplace Violence	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3515	Reporting of Crimes	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3515	Reporting of Crimes	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3516	Registered Sex Offender Information	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3518	Child Abuse Reporting	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3518	Child Abuse Reporting	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3520	Local Law Enforcement	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3520	Local Law Enforcement	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3530	Weapons on Campus	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3530	Weapons on Campus	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3540	Sexual and Other Assaults on Campus	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3540	Sexual and Other Assaults on Campus	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3550	Drug Free Environment and Drug	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3550	Drug Free Environment and Drug	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3560	Alcoholic Beverages	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3560	Alcoholic Beverages	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3570	Smoking on Campus	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3570	Smoking on Campus	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3580	Sustainability	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3580	Sustainability	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3590	Energy Conservation	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3590	Energy Conservation	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3600	Auxiliary Organizations	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a

Policies Procedures  
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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
AP	3600	Auxiliary Organizations	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3710	Securing of Copyright	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3710	Securing of Copyright	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3715	Intellectual Property	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3715	Intellectual Property	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3720	Computer and Network Use	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3720	Computer and Network Use	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3725	Information and Communications	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3725	Information and Communications	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3750	Use of Copyrighted Material	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3810	Claims Against the District	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3810	Claims Against the District	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3820	Gifts and Donations	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3820	Gifts and Donations	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3900	Speech: Time, Place, and Manner	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3900	Speech: Time, Place, Manner	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3915	Printing	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3915	Printing	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	3920	Electronic Mail	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
AP	3920	Electronic Mail	10+1	Chapter 3 General Institution		I would like to see a documented reason that this is not a
BP	4000	Instructional Programs	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4010	Academic Calendar	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4010	Academic Calendar	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4020	Program, Curriculum, and Course	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4020	Program, Curriculum, and Course	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4021	Program Discontinuance	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4022	Course Approval	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4025	Philosophy and Criteria for Associate	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4025	Philosophy and Criteria for Associate	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4026	Philosophy and Criteria for International	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a

Policies Procedures  
Showing Existing 10+1 Designation

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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
AP	4026	Philosophy and Criteria for International	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4030	Academic Freedom	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4030	Academic Freedom	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4040	Library Services	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4040	Library Services	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4050	Articulation	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4050	Articulation	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4060	Delineation of Functions Agreements	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4060	Delineation of Functions Agreements	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4070	Course Auditing and Auditing Fees	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4070	Course Auditing and Auditing Fees	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4100	Graduation Requirements for Degrees	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4100	Graduation Requirements for Degrees	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4101	Independent Study	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4101	Independent Study	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4102	Career and Technical Education	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4102	Career and Technical Education	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4103	Work Experience	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4103	Work Experience	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4104	Contract Education	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4105	Distance Education	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4105	Distance Education	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4106	Nursing Programs	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4110	Honorary Degrees	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4110	Honorary Degrees	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4220	Standards of Scholarship - Delegation	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4220	Standards of Scholarship - Delegation	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4222	Remedial Coursework	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4225	Course Repetition	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4225	Course Repetition	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a

Policies Procedures  
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P.7 | 15  
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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	4226	Multiple and Overlapping Enrollments	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4226	Multiple and Overlapping Enrollments	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4227	Repeatable Courses	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4228	Course Repetition - Significant Lapse of	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4229	Course Repetition - Variable Units	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4230	Grading and Academic Record Symbols	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4230	Grading and Academic Record Symbols	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4231	Grade Changes	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4231	Grade Changes	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4232	Pass/No Pass	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4232	Pass/No Pass	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4235	Credit for Prior Learning	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4235	Credit for Prior Learning	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4240	Academic Renewal	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4240	Academic Renewal	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4250	Probation, Dismissal, and Readmission	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4250	Probation, Dismissal, and Readmission	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4255	Dismissal and Readmission	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4260	Prerequisites and Co-requisites	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4260	Prerequisites and Co-requisites	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4300	Field Trips and Excursions	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4300	Field Trips and Excursions	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4320	Off-Campus Speakers	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4320	Off-Campus Speakers	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4400	Community Services Programs	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4400	Community Services Programs	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4500	Student News Media	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4500	Student News Media	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
AP	4610	Instructional Service Agreements	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	4800	Human Remains	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a

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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
AP	4800	Human Remains	10+1	Chapter 4 Academic Affairs		I would like to see a documented reason that this is not a
BP	5010	Admissions	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5010	Admissions	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5011	Admission and Concurrent Enrollment of	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5012	International Students High School and	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5013	Students in the Military	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5015	Residence Determination	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5015	Residence Determination	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5017	Responding to Inquiries of Immigration	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5020	Nonresident Tuition	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5020	Nonresident Tuition	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5030	Fees	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5030	Fees	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5031	Instructional Materials Fees	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5031	Instructional Materials Fees	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5035	Withholding of Student Records	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5035	Withholding of Student Records	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5040	Student Records, Directory Information,	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5040	Student Records, Directory Information,	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5045	Student Records - Challenging Content &	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5050	Student Success and Support Program	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5050	Student Success and Support Program	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5052	Open Enrollment	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5052	Open Enrollment	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5055	Enrollment Priorities	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5055	Enrollment Priorities	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5070	Attendance Accounting	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5070	Attendance Accounting	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5075	Course Adds, Drops, and Withdrawals	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5075	Course Adds, Drops and Withdrawals	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a

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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	5110	Counseling	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5110	Counseling	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5120	Transfer Center	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5120	Transfer Center	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5130	Financial Aid	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5130	Financial Aid	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5140	Disabled Student Programs and Services	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5140	Disabled Student Programs and Services	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5150	Extended Opportunity Programs and	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5150	Extended Opportunity Programs and	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5200	Student Health Services	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5200	Student Health Services	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5203	Lactation Accommodation	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5205	Student Accident Insurance	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5210	Communicable Disease, Students	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5210	Communicable Disease, Students	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5220	Shower Facilities for Homeless Students	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5220	Shower Facilities for Homeless Students	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5300	Student Equity	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5300	Student Equity	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5400	Associated Students Organization	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5400	Associated Students	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5410	Associated Students Elections	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5410	Associated Students Elections	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5420	Associated Students Finance	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5420	Associated Students Finance	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5500	Standards of Student Conduct	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5500	Standards of Student Conduct	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5510	Off-Campus Student Organizations	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5510	Off-Campus Student Organizations	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a



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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
AP	5520	Student Discipline Procedures	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5530	Student Rights and Grievances	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5530	Student Rights and Grievances	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5570	Student Credit Card Solicitations	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5570	Student Credit Card Solicitation	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5610	Voter Registration	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5700	Intercollegiate Athletics	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5700	Intercollegiate Athletics	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	5800	Prevention of Identity Theft in Student	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
AP	5800	Prevention of Identity Theft in Student	10+1	Chapter 5 Student Services		I would like to see a documented reason that this is not a
BP	6100	Delegation of Authority, Business and	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6100	Delegation of Authority, Business and	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6150	Designation of Authorized Signatures	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6150	Designation of Authorized Signatures	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6200	Budget Preparation	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6200	Budget Preparation	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6250	Budget Management	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6250	Budget Management	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6300	Fiscal Management	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6300	Fiscal Management	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6305	Reserves	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6307	Debt Issuance and Management	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6310	Accounting	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6315	Warrants	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6320	Investments	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6320	Investments	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6322	Employee Indemnity Bonds	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6325	Payroll	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6325	Payroll	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6330	Purchasing	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a

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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
AP	6330	Purchasing	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6340	Bids and Contracts	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6340	Bids and Contracts	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6345	Bids and Contracts - UPCCAA	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6350	Contracts - Construction	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6365	Contracts - Accessibility of Information	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6370	Contracts - Personal Services	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6400	Financial Audits	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6400	Financial Audits	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6450	Wireless or Cellular Telephone Use	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6450	Wireless and Cellular Telephone Use	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6500	Property Management	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6500	Property Management	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6520	Security for District Property	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6520	Security for District Property	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6530	District Vehicles	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6530	District Vehicles	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6535	Use of District Equipment	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6535	Use of District Equipment	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6540	Insurance	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6540	Insurance	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6550	Disposal of Property	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6550	Disposal of Property	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6600	Capital Construction	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6600	Capital Construction	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6610	Local, Minority, Women, and Veteran	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6620	Naming of Buildings and Other Properties	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6620	Naming of Buildings and Other Properties	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6700	Civic Center and Other Facilities Use	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6700	Civic Center and Other Facilities Use	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a

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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	6740	Citizens' Bond Oversight Committee	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6740	Citizens' Bond Oversight Committee	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6750	Parking	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6750	Parking	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6751	Parking Citation Payment Plan	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6751	Parking Citation Payment Plan	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6800	Occupational Safety	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6800	Occupational Safety	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6850	Hazardous Materials	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6900	Bookstores	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6900	Bookstores	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6925	Refreshments or Meals Served at	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6925	Refreshments or Meals Served at	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	6930	Vending Machines	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6930	Vending Machines	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
AP	6950	Drug and Alcohol Testing (U.S.	10+1	Chapter 6 Business & Fiscal Services		I would like to see a documented reason that this is not a
BP	7100	Commitment to Diversity	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7100	Commitment to Diversity	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7110	Delegation of Authority, Human	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7110	Delegation of Authority, Human	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7120	Recruitment and Hiring	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7120	Recruitment & Hiring	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7125	Verification of Eligibility for Employment	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7125	Verification of Eligibility for Employment	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7126	Applicant Background Investigations and	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7130	Compensation	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7140	Collective Bargaining	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7140	Collective Bargaining	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7145	Personnel Files	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7150	Evaluation	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a

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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
AP	7150	Evaluation	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7160	Professional Development	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7160	Professional Development	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7210	Academic Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7210	Academic Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7210	Academic Employees (Academic Rank)	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7211	Faculty Service Areas, Minimum	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7212	Temporary Faculty	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7213	Part Time Faculty: Benefits	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7214	Part Time Faculty: Office Hours	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7215	Academic Employees: Probationary	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7216	Academic Employees: Grievance	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7230	Classified Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7232	Classification Review	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7233	Claims for Work Out of Classification	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7234	Overtime	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7236	Substitute and Short Term Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7236	Substitute and Short Term Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7240	Confidential Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7240	Confidential Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7250	Educational Administrators	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7250	Educational Administrators	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7260	Classified Supervisors, Managers and	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7260	Classified Supervisors, Managers and	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7270	Student Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7270	Student Employees	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7310	Nepotism	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7310	Nepotism	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7330	Communicable Disease	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7330	Communicable Disease	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a

Policies Procedures  
Showing Existing 10+1 Designation

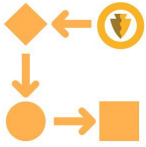
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BP/AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	7335	Health Examinations	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7335	Health Examinations	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7336	Certification of Freedom from	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7337	Fingerprinting	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7340	Leaves	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7340	Leaves	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7341	Sabbaticals	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7343	Industrial Accident and Illness Leave	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7344	Notifying the District of Illness	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7345	Catastrophic Leave Program	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7345	Catastrophic Leave	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7346	Employees Called to Military Duty	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7348	Accommodations	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7350	Resignations	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7360	Discipline & Dismissal - Academic	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7360	Discipline and Dismissal - Academic	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7365	Discipline & Dismissal - Classified	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7365	Discipline and Dismissal - Classified	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7370	Political Activity	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7370	Political Activity	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7371	Personal Use of Public Resources	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7380	Retiree Health Benefits - Academic	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7380	Retiree Health Benefits: Academic	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7381	Health and Welfare Benefits	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7385	Salary Deductions	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7385	Salary Deductions	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7400	Travel	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7400	Travel	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7420	Authorized Drivers	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7420	Authorized Drivers	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a

Policies Procedures  
Showing Existing 10+1 Designation

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BP AP	Number	Title	Recommend 10+1 Designation?	Policy Area	Notes	Recommendation from CHC Academic Senate
		Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	Click to Link to SBCCD P&Ps	<a href="#">Link to 10+1</a>
BP	7450	Mileage Reimbursement	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7450	Mileage Reimbursement	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7500	Volunteers	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7500	Volunteers	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7510	Domestic Partners	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7600	District Police Department	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7600	District Police Department	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
BP	7700	Whistleblower Protection	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a
AP	7700	Whistleblower Protection	10+1	Chapter 7 Human Resources		I would like to see a documented reason that this is not a



Policies & Procedures Advisory Committee (PPAC)

## Request for PPAC Review of Board Policy and/or Administrative Procedure Review

The PPAC is charged with updating, creating, developing, and systematically reviewing Board Policies through a cyclical schedule which begins each academic year. The process is intended to efficiently allow for regular evaluation of policies and procedures; provide faculty, staff, and students an opportunity to express opinions, and give those opinions every reasonable consideration; and ensure the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards. Please refer to AP 2410 for complete information on this process.

Requestor	Email Address	Date

Policies & Procedures are reviewed in pairs, even if one contains revision and the other is presented for information only.

BP  AP #	BP AP Title

Effect of Suggested Revisions (mark all that apply)

BP	AP	
		Minor Clerical or Formatting Edits
		Improve or Reflect Updated Work Flow
		No Changes – For Information Only
		Suggest Deletion of Existing P&P
		Suggest Addition of New P&P
		Other Edits
		Requires Expedited Processing (explain below)*

*\*The review process can take up to four or more months depending on the time of year and nature of the changes. If you have legal or other urgent issues requiring expedited processing, please list them here so that they can be reviewed by the Chancellor's designee.*

What's happened so far?

Yes	No	
		Have you collaborated with the Chapter Lead(s)?
		Will the suggested revisions affect other P&Ps?
		Do suggested revisions comply with all regulatory requirements?
		Suggested Revisions to the BP/AP are attached to this form with Track Changes.
		Evidence for Suggested Revision is attached.

Description of Suggested Revision