



Policies & Procedures Advisory Committee
Meeting Minutes – November 13, 2023, 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

The meeting was called to order at approximately 3:10 p.m.

II. Approval of Minutes

A. Confirmation of Quorum

Quorum was not confirmed.

B. Approval of Minutes from October 9, 2023

This item was tabled due to lack of quorum.

III. Items Continued from Last Month

A. Level 3 – Feedback from Constituent Groups & Input from Academic Senate First Review

- 2410 Board Policies and Administrative Procedures

This item was tabled due to lack of quorum.

IV. Brand New Items

A. Approval of Recommendations for Level 3 Review

- 4222 Remedial Coursework

There was no discussion on this item.

- 5011 Admission and Concurrent Enrollment of High School and Other Young Students

Nohemy Ornelas addressed the committee regarding feedback received during the review of AP 5011. One portion addresses the admission of dual-enrolled students, including high school students as well as younger students. She is currently waiting on clarification in that area from campus A&R Directors, particularly as it relates to the students younger than high-school age.

Brandi Bailes reported on discussions at CHC regarding the difference between a young student and a dual-enrolled student. They have students that have graduated and are not technically students elsewhere, but are still very, very young. Nohemy confirmed that if the students have graduated high school, they would be considered first time students and they would follow the normal registration process. Even though they are technically minors, they are considered college students. Brandi confirmed that SBCCD would we still be mandated

reporters for such students, similar to K-12 students. Nohemy commented that the proposed revision provides a clarifying definition on this.

Nohemy went on to report that more than half the policy is language that has to do with CCAP agreements which are covered in memorandums of understanding with the various high school districts. We have received legal advice that this language is not required to be in the AP, however, there is additional language that we would add in our definitions to distinguish between the different types of dual enrollment programs which would include CCAP.

It was confirmed that the version under review would now strike all the language underneath the CCAP header. In addition, there are two definitions that need to be added. These changes would be implemented by working closely with the campuses to make sure that the catalogs and websites are updated.

- 5030 Fees

Brandi clarified that the changes in AP 5030 Fees contained the deletion of fees no longer being charged, as well as the deletion of Parking Violation costs, which are not fees, but rather citations.

- 5700 Intercollegiate Athletics

There was no discussion on this item.

It was informally decided (due to a lack of quorum) to keep these items moving forward in the process and then to approve via a formal vote at the next meeting.

V. Where are They Now?

A. 2023-24 Annual Review List

There was no discussion on this item.

B. November 9 BOT Agenda - First Read

- 3560 Alcoholic Beverages (reflecting changes from previous PPAC meeting)
- 5070 Attendance Accounting
- 5700 Intercollegiate Athletics

Committee members looked at some minimal changes that were made to 3560 Alcoholic Beverages since they had last seen it. There was no comment or concern.

C. November 9 BOT Agenda - Final Read & Approval

- 2330 Quorum and Voting
- 2340 Agendas
- 2365 Recording
- 2712 Conflict of Interest Code
- 3300 Public Records

- 3410 Nondiscrimination
- 4010 Academic Calendar
- 5013 Students in the Military
- 6250 Budget Management
- 6400 Financial Audits
- 6800 Occupational Safety

There was no discussion on these items.

VI. See You Next Time

The meeting adjourned at approximately 4:15 p.m. The next meeting of the PPAC is scheduled for Monday, December 11, at 3:00 p.m.

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.

yes	1) 50% + one of appointed voting members (not 50% of members plus vacancies).
no	2) One faculty member from each campus
yes	3) Two persons from each site (CHC, SBVC, DSO)
yes	4) Three of four constituent groups represented (faculty, classified, student, management)
1	Faculty, CHC (appointed by Academic Senate President) Brandi Bailes
2	Latino Faculty, Staff, & Administrators Association Carmen Rodriguez
3	Management Association Christopher Crew
4	Faculty, SBVC (appointed by Academic Senate President) Davena Burns-Peters
5	ASG President or designee, SBVC Dyami Ruiz-Martinez Nelva Ruiz-Martinez
6	ASG President or designee, CHC Enggie Ocampo
7	CSEA (appointed by CSEA President) Ernest Guillen
8	Police Officer’s Association James Quigley
9	Executive Vice Chancellor, Co-Chair Jose Torres
10	Classified, CHC (appointed by Classified Senate President) Karen Peterson
11	Management, CHC (appointed by college president) Keith Wurtz
12	Confidential Group Kelly Goodrich
13	Vice Chancellor, Human Resources & Police Services Kristina Hannon
14	Classified, SBVC (appointed by Classified Senate President) Nathan Yearyearn
15	Management, SBVC (appointed by college president) Ray Carlos
16	Asian Pacific Islanders Association Rejoice Chavira
17	CTA (appointed by CTA) Ryan Bartlett
18	Black Faculty & Staff Association Veada Benjamin