



Policies & Procedures Advisory Committee Meeting Minutes – April 17, 2025, 3:00 p.m.

Via Zoom: <https://sbccd-edu.zoom.us/j/84099644793>

Or Dial-In: 669-900-6833 | Meeting ID: 840 996 447 93

I. Welcome & Introductions

Kristina Hannon started the meeting shortly after 3:00 p.m. No introductions were necessary.

II. Confirmation of Quorum

1. Confirmation of Quorum

III. Approval of the Minutes – 02/20/2025

Kristina Hannon made a motion to approve the 02/20/2025 minutes which Carmen Rodriguez seconded. The motion was approved by a unanimous vote.

A. New Chapter Lead Recommendations

1. Level 1 - Information Only
 - i. 2110 Vacancies on the Board 2
2. Level 2
 - i. 6800 Occupational Safety
3. Level 3
 - i. 3775 Artificial Intelligence (AI)
 - ii. 5015 Resident Determination
 - iii. 5040 Student Records, Directory Information, and Privacy
 - iv. 5410 Associated Student Elections

A regular vote took place to affirm the review levels of items A.1.-A.3. and to continue moving all items through the review process. Kristina Hannon made a motion to affirm review levels and continue moving A.1. -A.3. through the review process which was seconded by Carmen Rodriguez. The motion was approved by majority vote.

B. Information Only – Level 1

None

C. Feedback from Constituents and Academic Senate - Level 2

1. 3430 Prohibition of Harassment
2. 3501 Campus Security and Access
3. 3530 Weapons on Campus
4. 6610 Local, Minority, Women, and Veteran Owned Enterprise Program
5. 7240 Confidential Employees

Discussion took place regarding 3430 Prohibition of Harassment. Tiffany Guevara explained to the committee that 3430 language has changed back to the 2020 language and many changes have been outlined in 3435 Discrimination and Harassment Resolution Procedures. Tiffany and Kristina offered for an HR representative to provide further discussion at an upcoming Senate meeting.

3501 Campus Security and Access was discussed and the committee viewed SBVC and Crafton College's Academic Senate feedback. The feedback regarded the concerns of the 10pm-6am closure of all districts facilities and grounds. Concerns of student government, clubs, sports and classes are still on campus during those time closures were voiced. It was addressed that class schedule and buffer time for the above situations were taken into account when planning for the closure times. The committee was made aware that district employees can receive entrance to district facilities during the times of closure with prior written approval.

Brandi Bailes made a motion to change the District's closure hours from 10pm-6am to 11pm-5am which Carmen Rodriguez seconded. The motion did not pass.

Yes – Brandi Bailes, Jessy Lemieux, Karen Peterson, and Jeff Demsky

No – Raymond Carlos, Nathan Yearyear, Ernest Guillen, Veada Benjamin, Kristina Hannon, and Jose Torres

Abstain – Deanna Krehbiel

Raymond Carlos made a motion to move 3501 through the review process as is which Jose Torres seconded. The motion was passed.

Yes – Nathan Yearyear, Ernest Guillen, Raymond Carlos, Deanna Krehbiel, and Veada Benjamin

No – Jessy Lemieux, Brandi Bailes, Karen Peterson, and Jeff Demsky

After the vote took place, PPAC lost quorum and was unable to vote on the rest of the agenda. Discussion took place regarding 2510 Local Decision Making, membership of the committee, participatory governance, and majority vs. consensus voting.

D. Review of Initial Input from Academic Senate – Level 3

1. 5075 Course Adds, Drops, and Withdrawals
2. 5500 Standards of Student Conduct

Items D.1 and D.2 were not discussed and will be on the next meeting agenda.

E. Review of Final Input from Academic Senate – Level 3

1. 2510 Local Decision Making
2. 4020 Program, Curriculum, and Course Development
3. 4222 Remedial Coursework
4. 5130 Financial Aid
5. 5220 Shower Facilities for Homeless Students
6. 5510 Off-Campus Student Organization

Items E.1- E.6 were not discussed and will be on the next meeting agenda.

F. Adjournment & Next Meeting

The next PPAC meeting will be conducted on May 15, 2025 at 3:00pm.

The meeting adjourned at approximately 4:30 p.m.

Not 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.

yes	1) 50% + one of appointed voting members (not 50% of members plus vacancies).			
no	2) One faculty member from each campus			
no	3) Two persons from each site (CHC, SBVC, DSO)			
yes	4) Three of four constituent groups represented (faculty, classified, student, management)			
1	Latino Faculty, Staff, & Administrators Association	Carmen Rodriguez	present	
2	CSEA (appointed by CSEA President)	Cassandra Windhausen Ernest Guillen	present	
3	Faculty, CHC (appointed by Academic Senate President)	Brandi Bailes		
4	Management Association	Christopher Crew		
5	ASG President or designee, SBVC	Dyami Ruiz-Martinez		
6	Police Officer's Association	James Quigley		
7	CTA (appointed by CTA)	Jeff Demsky	present	
8	Faculty, SBVC (appointed by Academic Senate President)	Jessy Lemieux	present	
9	Executive Vice Chancellor, Co-Chair	Jose Torres	present	
10	Management, CHC (appointed by college president)	Keith Wurtz		
11	Confidential Group	Raquel Perez	present	
12	Vice Chancellor, Human Resources & Police Services	Kristina Hannon	present	
13	Classified, SBVC (appointed by Classified Senate President)	Nathan Yearyean Sarah Yearyean	present	
14	Management, SBVC (appointed by college president)	Ray Carlos	present	
15	Asian Pacific Islanders Association	Bethany Tasaka		
16	Black Faculty & Staff Association	Stephanie Lewis Veada Benjamin	present	
17	ASG President or designee, CHC	Thalia Radillo		
18	Classified, CHC (appointed by Classified Senate President)	Karen Peterson	present	
10				

Guests:
Deanna Krehiel for Staphanie Lewis
Brooke Quinones
Joe Cabrales
Tiffany Guevera
Ernest Guillen
Tatiana Vasquez

Report to PPAC - 4.17.2025

Crafton Hills College Academic Senate

Submitted for Consideration – [Meeting Minutes](#) 4.2.25 & [Meeting Agenda](#) 4.16.25

Summary of Feedback and Concerns

The Academic Senate is submitting the following feedback to PPAC regarding recent and proposed Board Policies (BP) and Administrative Procedures (AP). We appreciate the opportunity to contribute to this important work.

We also want to **thank Valley College for incorporating our recommended revisions into AP 5500 ([linked here](#)) and express our support for the changes they have made to BP/AP 2410.**

We also wanted to note that several APs and BPs were forwarded to the Board of Trustees for a **first reading** without going through the full PPAC review process or receiving formal feedback from either college's Academic Senate.

- Both Senate Presidents raised concerns but the items were **not pulled**.
- Instead, the Board approved the items for first reading as part of the Consent Agenda.
- The official board statement inaccurately claimed:
 "All have undergone SBCCD's process for Board Policies & Administrative Procedures as outlined in AP 2410."

This is **false** for multiple items that remain **pending in PPAC** and/or Academic Senate review due to canceled or unscheduled meetings.

Reference: *Board Agenda, April 10, 2025 – Page 290*

Policies & Procedures Sent to Board Without Completing the Process Outlined in AP 2410

- **3430** – *Prohibition of Harassment*
- **3501** – *Campus Security and Access*
- **3530** – *Weapons on Campus*
- **6610** – *Local, Minority, Women, and Veterans Owned Enterprise Program*
- **7240** – *Confidential Employees*
- **5130** – *Financial Aid*
- **5220** – *Shower Facilities for Homeless Students*
- **5510** – *Off-Campus Student Organizations*

Policies & Procedures Sent to Board Without Feedback from CHC AS Incorporated as Required by AP 2410 and Title 5

- **3430** – Prohibition of Harassment
- **3501** – Campus Security and Access
- **5220** – Shower Facilities for Homeless Students
- **5510** – Off-Campus Student Organizations

The Academic Senate has serious concerns about this breach of shared governance, particularly as it undermines the transparency and collaborative process outlined in AP 2410.

Feedback by Policy/Procedure

BP/AP 3501 – Campus Security and Access

- *Recommendation:* Maintain campus access from **11 p.m. to 5 a.m.** to support students in **CTE, Arts, and Athletics** programs that require extended hours.
-

AP 5500 – Standards of Student Conduct

- *Note:* We support the proposed reorganization and appreciate Valley's efforts to incorporate feedback linked here: [5500 updates](#).
-

BP/AP 3430 – Prohibition of Harassment

- *Key Questions & Concerns:*
 - How does the new AP language ensure **consistency and enforcement** of BP 3430?
 - Why was the **complaint process** detail removed?
 - Why does the **180-day reporting deadline** not align with training cycles or academic terms?

- Clarify if timelines use **business days or calendar days**.
 - What happens if a report is **submitted late**?
 - Why was so much content removed in favor of **minimum CCLC language**?
 - Does the revised policy align with the **California State Assembly's Committee on Higher Education's "A Call to Action: How California's Public Higher Education Institutions Can Prevent and Address Sexual Harassment and Discrimination."**
 - [**A Call to Action**](#)
 - *Support:* Our Senate supports the edits made by our sister college, Valley, and appreciates their incorporation of culturally responsive language and support.
-

BP/AP 2510 – Participation in Local Decision-Making

- *Support:* We support Valley's updates that clarify what **Academic Senate participation** means under **Title 5**.
-

BP/AP 5220 – Shower Facilities for Homeless Students

- *Recommendation:* Eliminate requirements that students must be enrolled or meet eligibility criteria to use showers. Access should be **unrestricted**.
-

AP 5510 – Off-Campus Student Organizations

- *Request for Clarification:*
 - What is the **purpose or intent** of this AP?
 - Which **students are affected**?
 - How is **criminal activity monitored** without broader oversight?



SBVC Academic Senate Report to PPAC
4/17/2025 PPAC Meeting

1. SBVC Academic Senate Education Policy and Procedure Subcommittee Spring 2025 Timeline and Process revised 3/26/25 ([APPENDIX A](#))
2. SBVC Academic Senate feedback on APs and BPs presented at 2/20/25 PPAC
 - a. Special Consideration
 - i. 2510 Participation In Local Decision-Making
 1. BoT 1st read with Nov. BoT changes presented at 12/12/24 PPAC meeting, AS requested pull from BoT to provide opportunity for feedback
 2. Revised BP included in EPPS Report to AS and approved with amendments on 2/19/25. Awaiting feedback at 4/17/25 PPAC meeting.
 - b. Level 1- Information Only
 - i. 2015 Student Trustees
 1. Senate supports language proposes as “Option 1: The student trustee may attend closed sessions, other than closed sessions on personnel or collective bargaining matters.” and welcomes student PPAC input.
 - i. 2340 Agendas
 1. No feedback
 - b. Level 2- Minor Review
 - i. 3430 Prohibition of Harassment (see [APPENDIX B](#) for full revision)
 1. Significant feedback on BP 3430 provided to ensure consistency with “A Call to Action: How Postsecondary Education Institutions Can Address Sex Discrimination and Provide Educational Justice on Campus, The California Assembly Committee on Higher Education” (https://ahed.assembly.ca.gov/system/files/2024-02/a-call-to-action-report-2024_0.pdf)
 2. Revisions focus on enhancing policy clarity, strengthening proactive prevention education, incorporating essential support structures (such as Confidential Advocates and respondent resources), and increasing flexibility around reporting timelines, thereby directly addressing Senate concerns and integrating best practices from the Call to Action report.
 3. BP 3435 Discrimination and Harassment Resolution Procedures contains a 180-day reporting timeline inconsistent with the A Call to Action Report which states “rejecting a sex discrimination complaint due to a time constraint, denies the complainant from being provided supportive measures” (pg. 7)
 - ii. 3501 Campus Security and Access
 1. Senate suggests changing campus hours from 10PM – 6AM to 11PM-5AM. For theater, observatory, film festival etc.
 - iii. 3530 Weapons on Campus
 1. Suggested change: “official law enforcement agency to “local” law enforcement agency”
 - iv. 6610 Local, Minority, Women, and Veteran Owned Enterprise Program
 1. Senate asks why is this change happening? Is it in response to potential federal law changes?

- v. 7240 Confidential Employees – No feedback
- c. Level 3- Extensive Review (1st Round)
 - i. 5075 Course Adds, Drops, and Withdrawals- Senate is concerned about a lack of time limit for petition, “at any time”. Will “conditions that constitute “extenuating circumstances” be defined? Are all petitions automatically approved?
 - ii. 5500 Standards of Student Conduct- (see [APPENDIX C](#) for full revision)
 - 1. Revisions significantly simplify and clarify the code by reorganizing violations thematically and consolidating several redundant or overlapping categories identified in the previous version.
 - 2. Updates modernize the policy by removing items deemed unnecessary or better covered by other policies (e.g., smoking, parking, copyright), while adding contemporary considerations like Artificial Intelligence use and refining definitions for clarity, particularly around consent.
- d. Level 3- Extensive Review (2nd Round)
 - i. 4222 Remedial Coursework – No feedback
 - ii. 5130 Financial Aid – No feedback
 - iii. 5220 Shower Facilities for Homeless Students
 - 1. AS expressed concerns that students must be enrolled, pay fees, and in good standing to use shower. How could this be enforced, who are we trying to restrict and why?
 - iv. 5510 Off-Campus Student Organizations
 - 1. The scope of student monitoring is unclear in this language. Senate suggests adding phrase “to the minimum extent required by law.”

APPENDIX A

SBVC Academic Senate

Education Policy and Procedures Subcommittee (EPPS) Spring 2025 Timeline and Process

Revised 3/26/25

<u>PPAC and Senate Agenda Items</u>	<u>Nov. 2024 to Dec. 2024</u>	<u>Dec. 2024 to Feb. 2025</u>	<u>Feb. 2025 to Mar. 2025</u>	<u>Mar. 2025 to Apr. 2025</u>	<u>Apr. 2025 to May. 2025</u>
<u>PPAC APs/BPs (3rd Thursdays)</u>	11/21/2024	12/12/2024 (occurred on 2nd Wed.)	2/20/2025	3/20/2025 (cancelled)	4/17/2025
<u>EPPS 1st read (4th Wednesdays)</u>	11/28/24 No Meeting- Fall Break	12/23/24 No Meeting- WBK	2/26/2025	3/26/2025	4/23/2025
<u>AS 1st Read (1st Wednesdays)</u>	12/4/2024	2/5/2025	3/5/2025	4/2/2025	4/30/2025 (5th Wed.)
<u>EPPS 2nd read (2nd Wed., if needed)</u>	12/12/24 No Meeting	2/12/25 (1st meeting Spring 2025)	3/12/2025 (cancelled)	4/9/2025	N/A
<u>AS 2nd Read (3rd Wednesdays)</u>	12/18/2024 No meeting - WBK (time for 2nd read requested)	2/19/2025	3/19/2025 (cancelled)	4/16/2025	5/7/2025 (1st Wed.)
<u>AS Final Feedback to PPAC Due</u>	12/12/2024	2/20/2025	3/20/2025 (cancelled)	4/17/2025	5/15/2025 (2nd Wed.)

EPPS Process:

1. 3rd Thursday: EPPS chair attends PPAC meeting and new APs/BPs are brought forward.
2. 3rd Friday: EPPS chair distributes new APs/BPs to committee members in preparation for monthly EPPS meeting.
3. 4th Wednesday: EPPS meets, reviews APs and BPs, and formulates initial feedback and draft of AS report to PPAC. EPPS decides whether an additional meeting on the 2nd Wednesday of the following month will be necessary to finalize feedback and report.
4. 4th Thursday: EPPS chair sends initial report to AS President for inclusion in AS agenda for 1st Wednesday.
5. 1st Wednesday: Senate performs 1st read of new APs and BPs in the first Senate meeting of the month.
6. 2nd Wednesday: EPPS meets if needed to finalize AS report to PPAC and EPPS chair submits the report to Senate for consideration.
7. 3rd Wednesday: Senate performs second read on APs/BPs and formally approves AS report to PPAC after any proposed and passed amendments and EPPS chair emails report to PPAC chairs.
8. 3rd Thursday: EPPS chair attends PPAC and answers any questions about AS PPAC report. New APs/BPs are introduced for the following monthly cycle.

APPENDIX A

PPAC Feedback Due	12/12/2024	2/20/2025	3/20/2025 (Meeting cancelled)	4/17/2025	5/15/2025 (2nd Wed.)
Level 1- Information Only	2110 Vacancies 2315 Closed Sessions 2325 Teleconferenced Meetings 2710 Conflict of Interest 2740 Board Education	None	2015 Student Trustees 2340 Agendas	2015 Student Trustees 2340 Agendas	TBA
Level 2- Minor Review	3100 Organizational Structure 3505 Emergency Response Procedures 3510 Workplace Violence 3720 Computer and Network Use 6320 Investments 6520 Security for District Property 6620 Naming of Buildings 6700 Civic Center & Other Facilities Use 7232 Classification Review 7600 District Police Bold items passed w/o AS 2nd read by mutual agreement	3100 Organizational Structure 3505 Emergency Response Procedures 3510 Workplace Violence 3720 Computer and Network Use 6320 Investments 6520 Security for District Property 6620 Naming of Buildings 6700 Civic Center & Other Facilities Use 7340 Leaves 7346 Employees Called to Military Duty	3430 Prohibition of Harassment 3501 Campus Security and Access 3530 Weapons on Campus 6610 Local, Minority, Women, and Veteran Owned Enterprise Program 7240 Confidential Employees	3430 Prohibition of Harassment 3501 Campus Security and Access 3530 Weapons on Campus 6610 Local, Minority, Women, and Veteran Owned Enterprise Program 7240 Confidential Employees	TBA
Level 3- Extensive Review (1st Round)	4227 Repeatable Courses 5020 Nonresident Tuition 5070 Attendance Accounting 7150 Evaluation	4222 Remedial Courses 5130 Financial Aid 5220 Shower Facilities for Homeless Students 5510 Off-Campus Student Organizations	5500 Standards of Student Conduct 5075 Course Adds, Drops, and Withdrawals	5075 Course Adds, Drops, and Withdrawals 5500 Standards of Student Conduct	TBA
Level 3- Extensive Review (2nd Round)	3250 Institutional Planning 4010 Academic Calendar 4020 Program, Curriculum, and Course Development 4100 Graduation Requirements 4230 Grading and Academic Record Symbols 5012 International Students 5035 Withholding of Student Records 5055 Enrollment Priorities 5530 Student Rights and Grievances	4227 Repeatable Courses 5020 Nonresident Tuition 5070 Attendance Accounting 7150 Evaluation	4222 Remedial Courses 5130 Financial Aid 5220 Shower Facilities for Homeless Students 5510 Off Campus Student Organizations	4222 Remedial Courses 5130 Financial Aid 5220 Shower Facilities for Homeless Students 5510 Off-Campus Student Organizations	TBA
Special Consideration	2510 Participation in Decision Making (from PPAC)	2510 Participation in Decision Making (from PPAC)	2510 Participation in Decision Making (AS Feedback)	2510 Participation in Decision Making (AS)	

APPENDIX B

BP

3430 Prohibition of Harassment



Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

Reasons for Review

> FYI only

Level 2 Review Schedule

01/29/2025 ♦ Recommendation Received

02/20/2025 ♦ PPAC Approves Review Level

02/21/2025 ♦ Level 2 to Constituents and AS for Feedback

03/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input

04/17/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3

05/08/2025 ♦ BOT 1st Read

06/12/2025 ♦ BOT Final Approval

Begin Recommendation for BP 3430 Prohibition of Harassment

This policy prohibits District employees, students, and student organizations from engaging in unlawful discrimination and harassment including sexual misconduct. Allegations that an employee, student or student organization has violated the Discrimination and Harassment Policy will be resolved consistent with AP 3430: Prohibition of Harassment.

All forms of harassment are contrary to basic standards of conduct between individuals. State and federal law; and this policy prohibit harassment, and the District will not tolerate harassment. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of unlawful discrimination and harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, pregnancy, gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or because an individual is perceived to have one or more of the foregoing characteristics. Sexual violence (e.g.: non-consensual sexual intercourse and non-consensual sexual contact) and interpersonal/relationship violence are always violations of the sex and gender-based discrimination and harassment policies and stalking often can be as well.

The District seeks to foster an environment in which all employees, students, unpaid interns, and volunteers feel free and supported to report incidents of harassment without fear of retaliation or reprisal. The District is committed to providing supportive measures to affected individuals, regardless of whether a formal complaint is filed or when the incident occurred, to preserve equal access to education and employment. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of discrimination or harassment or for participating in a related investigation. Such conduct is illegal and constitutes a violation of this policy. The District will investigate all allegations of retaliation swiftly and thoroughly. If the District determines that someone has retaliated, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

APPENDIX B



3430 Prohibition of Harassment



Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

The District recognizes that sex discrimination, including sexual harassment and violence, harms all students, undermines students' physical safety, impedes students' ability to learn, and can reinforce social inequality throughout a student's lifetime. The District has a responsibility to make reasonable efforts to respond effectively when sexual harassment is reported to, or observed by, District employees.

Any individual who believes that they have been harassed, discriminated against, or retaliated against in violation of this policy may report such incidents by following the procedures described in AP 3435. *The District encourages prompt reporting, but will address allegations whenever received to provide support and assess appropriate action.* The District requires supervisors to report all incidents of discrimination, harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to admission, classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities and compensation.

To this end the Chancellor or designee shall ensure that the institution undertakes *education and training activities comprehensive, ongoing, culturally relevant education and prevention programs* to counter harassment and to prevent, minimize, or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment. *Such programs shall include policy awareness, consent education (where applicable), and bystander intervention strategies for all students, faculty, and staff.*

The District is committed to providing access to confidential resources for complainants (such as Confidential Advocates) and appropriate support resources for respondents throughout the resolution process.

The Chancellor or designee shall establish procedures that define harassment on campus. The Chancellor or designee shall further establish procedures for employees, students, unpaid interns, volunteers, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures to resolve complaints of harassment and discrimination *in a clear, equitable, and accessible manner*. State and federal law and this policy prohibit retaliatory acts by the District, its employees, students, and agents.

The District will publish and publicize this policy and related written procedures (including the procedure for making complaints) *in an accessible format* to administrators, faculty, staff, students, unpaid interns, and volunteers, particularly when they are new to the institution. The District will make this policy and related written procedures (including the procedure for making complaints) available in all administrative offices and will post them on the District's website.

Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Unpaid interns who violate this policy and related procedures may be subject to disciplinary measure up to and including termination from the internship or other unpaid work experience program.

References:

Education Code Sections 212.5, 44100, 66252, 66281.5, and 66262.5;
Government Code Sections 12923, 12940 and 12950.1;
Civil Code Section 51.9;

APPENDIX B

San Bernardino Community College District | P&P Chapter Lead Recommendation

4/16/2025

BP

3430 Prohibition of Harassment



Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

Title 2 Sections 10500 et seq.;
Title VII of the Civil Rights Act of 1964, 42 U.S. Code Annotated Section 2000e;
Age Discrimination in Employment Act of 1967 (ADEA);
Americans with Disabilities Act of 1990 (ADA)

End Recommendation for BP 3430 Prohibition of Harassment

APPENDIX B



5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> FYI to support review of AP.

Level 3 Review Schedule

01/07/2025 ♦ Recommendation Received

02/20/2025 ♦ PPAC Approves Review Level

02/21/2025 ♦ Level 2 to Constituents and AS for Feedback

03/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input

04/17/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3

05/07/2025 ♦ AS Reviews Level 3 for Final Input

05/15/2025 ♦ PPAC Reviews Final AS Input

06/12/2025 ♦ BOT 1st Read

07/10/2025 ♦ BOT Final Approval

Begin Recommendation for BP 5500 Standards of Student Conduct

The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state laws and regulations.

The Chancellor shall establish procedures that clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board shall consider any recommendation from the Chancellor for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalog and other means.

References:

Education Code Sections 66300, 66301, and 76120;
ACCJC Accreditation Standard 2

End Recommendation for BP 5500 Standards of Student Conduct

APPENDIX C

AP

5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 45: Clarify a reference to AP 3433 Prohibition of Sex Discrimination under Title IX and AP 3434 Responding to Sex Discrimination under Title IX.

Begin Recommendation for AP 5500 Standards of Student Conduct

~~Replaces current SBCCD AP 5500)~~

Standards of Student Conduct

The District may impose discipline for the commission, or attempted commission, of the following types of violations by Students, or for aiding or abetting, inciting, conspiring, assisting, hiring or encouraging another person to engage in a violation of this Standards of Student Conduct, or for any violation of state or Federal law. Being under the influence of drugs and/or alcohol, or the existence of other psychological impairment does not excuse a violation of this Standards of Student Conduct.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student, except for conduct that constitutes sexual harassment under Title IX, which shall be addressed under AP 3433 Sex Discrimination under Title IX, and AP 3434 Responding to Harassment Based on Sex Discrimination under Title IX.

- ~~A.—Academic Misconduct. All forms of academic misconduct including, but not limited to, cheating, fabrication, plagiarism, or facilitating academic dishonesty.~~
- ~~B.—Alcohol. Manufacture, distribution, dispensing, possession, use, consumption or sale of, or the attempted manufacture, distribution, dispensing, distribution, consumption or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance with, District policy, administrative procedures, or campus regulations.—~~
- ~~C.—Assault/Battery. Assault, battery, or any threat of force or violence upon a Student or upon any Member of the District Community. This includes, but is not limited to:
 - ~~1.—Inflicting bodily harm upon any Member of the District Community;~~
 - ~~2.—taking any action for the purpose of inflicting bodily harm upon any Member of the District Community;~~
 - ~~3.—taking any reckless, but not accidental action, from which bodily harm could result to any Member of the District Community;~~
 - ~~4.—Causing a Member of the District Community to believe that the offender or their agent may cause bodily harm to that person or any member of their family or any other Member of the District Community;~~
 - ~~5.—Inflicting or attempting to inflict bodily harm on oneself.~~~~
- ~~D.—Bias. Bias-related incidents are behavior that constitutes an expression of hostility against a person or property or another due to the targeted person's race, religion, sexual orientation, ethnicity, national~~

APPENDIX C

AP

5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

origin, gender, age, marital status, political affiliation, or disability. These acts or behaviors may not rise to the level of a crime, or a violation of state or federal law, but may constitute to creating an unsafe, negative, or unwelcome environment for the targeted person:

- E.—Bullying. Defined as the aggressive and hostile acts of an individual or group of individuals which are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals.
- F.—Continued Misconduct or Repeat Violation. Repeated misconduct or violations of this Policy, when other means of correction have failed to bring about proper conduct.
- G.—Cyber Bullying. Defined as bullying an individual using any electronic form, including, but not limited to, the Internet, interactive and digital technologies, or mobile phones.
- H.—Dating Violence. Violence committed by a member of the District Community who is, or has been, in a social relationship of a romantic or intimate nature with the victim.
- I.—Destruction of Property. The damaging, destroying, defacing, or tampering with District Property or the property of any person or business on District Property or at a District function, including but not limited to, taking down, defacing, or otherwise damaging District authorized posters, handbills and/or notices posted on District property.
- J.—Discrimination. Unlawful discrimination against a person on the basis of race, ethnicity, color, religion, national origin, sex, age, disability, military or veteran status, gender identification, gender expression, marital status, sexual orientation, or genetic information, except where such distinction is authorized by law.
- K.—Dishonesty. All forms of dishonesty including but not limited to fabricating information, furnishing false information, or reporting a false emergency to the District.
- L.—Disorderly or Lewd Conduct. Engaging in disorderly or lewd, indecent or obscene behavior on District Property or at a District function.
- M.—Disruption of Educational Process. Destruction or disruption on or off District Property of the District educational process(es), including but not limited to interrupting, impeding, obstructing or causing the interruption or impediment of any class (regardless of modality), lab, administrative office, teaching, research, administration, disciplinary procedures, District activity or District authorized Student activity or administrative process or other District function; or disturbing the peace on District Property or at any District function.
- N.—Disruptive Behavior. Disruptive behavior, disobedience, profanity, vulgarity, or the open defiance of the authority of or abuse of District personnel, or which adversely affects the delivery of educational services to Students and the District Community.
- O.—Disturbing the Peace. Disturbing the peace and good order of the District by, among other things, fighting, quarreling, disruptive behavior, or participation in a disturbance of the peace or unlawful assembly.
- P.—Drugs. Unlawful or attempted manufacture, distribution, dispensing, possession, use, distribution or sale of, controlled substances, dangerous drugs, restricted dangerous drugs or narcotics, as those terms are

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~~used in state or federal statutes on District Property or at any District function. Possession of medicinal marijuana on District premises is prohibited.~~

~~Q.—Endangering the Welfare of Others. Violation of any state or federal law relating to the placing at risk of physical or emotional harm of a member of the District Community.~~

~~R.—Failure to Appear. Failure to appear before a District official when directed to do so.~~

~~S.—Failure to Comply or Identify. Failure to identify oneself to, or comply with the directions of, a District employee when requested.~~

~~T.—Failure to Repay Debts or Return District Property. Failure to (a) repay debts to the District; (b) return District property; (c) return property of any member of the District Community.~~

~~U.—False Report of Emergency. Knowingly and purposefully, causing, making, and/or circulating a false report or warning of a fire, explosion, crime, or other catastrophe.~~

~~V.—Forgery. Any forgery alteration, or misuse of any District document, record, key, electronic device, or identification, or knowingly furnishing false information to a District official.~~

~~W.—Fraud. Any attempt to steal, take, carry, lead, or take away the personal property of another, or who fraudulently appropriated property which has been entrusted to them, or who shall knowingly and designedly, by any false or fraudulent representation or pretense, defraud any other person of money, labor or property, or who causes or procures or obtains credit and thereby, or fraudulently gets or obtains possession of money, or property, or obtains the labor or service of another, is guilty of theft.~~

~~X.—Gambling. Unauthorized gambling on District Property or at any District function.~~

~~Y.—Harassment/Bullying. A specific act, or series of acts, of a verbal or physical nature, including threats, intended to annoy, intimidate, pester, aggravate, irritate, dominate, ridicule, or cause fear to a member of the District Community, occurring within the jurisdiction of the District as set forth in Section 1.4.~~

~~Z.—Hateful Behavior. Hateful behavior aimed at a specific person or group of people.~~

~~AA.—Hazing. Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace which can inflict psychological or emotional harm to any Student or other person.~~

~~BB.—Infliction of Mental Harm. (a) Inflicting mental harm upon any member of the District Community; (b) taking any action for the purpose of inflicting mental harm upon any Member of the District Community; (c) taking any reckless, but not accidental action, from which mental harm to Member of the District Community could result; (d) causing a Member of the District Community to believe that the Student or their agent may cause mental harm to that person or any member of their family or any other member of the District Community; (e) any act which purposefully demeans, degrades, or disgraces any person.~~

~~CC.—Library Materials. Cutting, defacing, or otherwise damaging or theft of college library or bookstore materials or property.~~

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- ~~DD.——Misrepresentation. A false statement or representation based upon the intentional disregard of false or possibly false information, or knowingly entering into a transaction based upon false information, or misrepresenting oneself to be an agent, employee, or representative of the District or its colleges.~~
- ~~EE. Misuse of Identification. Transferring, lending, borrowing, altering or unauthorized creation of identification.~~
- ~~FF. Possession of Stolen Property. Possession of District Property, or the property of any other person, when the Student knows or reasonably should know, that the property was stolen.~~
- ~~GG.——Possession of Weapons. Unauthorized possession, use, storage, or manufacture of explosives, dangerous chemicals, firebombs, firearms, or other destructive devices or weapons as defined in Section K of Appendix A.~~
- ~~HH.——Public Intoxication. Public intoxication or being under the influence of alcoholic beverages, any illegal narcotics, or any substance that causes impairment on District/College Property or at any District/College function.~~
- ~~II. Sexual Harassment. Sexual harassment against a member of the District Community. Sexual harassment is defined as (a) unwelcome verbal harassment, e.g., epithets, derogatory comments, or slurs; (b) physical harassment, e.g., assault, impeding or blocking movement, or any physical interference with normal work or movement when directed at an individual; (c) visual forms of harassment, e.g., derogatory posters, cartoons, or drawings; (d) unwelcome sexual advances, requests for sexual favors; or (e) an intimidating, hostile, or offensive environment. "Unwelcome conduct" is defined as conduct which the member of the District Community does not solicit or initiate, and which the person regards as undesirable or offensive.~~
- ~~JJ. Sexual Misconduct comprises a broad range of unwelcome behaviors focused on sex and/or gender that may or may not be sexual in nature. Any intercourse or other intentional sexual touching or activity without the other person's consent is sexual assault, is a form of Sexual Misconduct under this Procedure. Sexual Misconduct is any form of gender-based harassment, including, but not limited to, sexual harassment, sexual assault, and sexual exploitation, as well as harassment based on gender identity, gender expression, and non-conformity with gender stereotypes. Sexual misconduct may also include acts of a sexual nature, including acts of stalking, domestic violence, and dating violence, intimidation, or for retaliation following an incident where alleged Sexual Misconduct or has occurred. Sexual Misconduct can occur between strangers or acquaintances, or people who know each other well, including between people involved in an intimate or sexual relationship, can be committed by anyone regardless of gender identity and can occur between people of the same or different sex or gender.~~
- ~~KK. Serious Injury or Death. Any intentional, unintentional or reckless action or conduct which results in serious injury or death to a Member of the District Community or their family.~~
- ~~LL. Smoking. Smoking in an area where smoking has been prohibited by law or regulation of the District.~~
- ~~MM.——Stalking. Stalking behavior in which a Student repeatedly engages in the course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable~~

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~~fear for their safety, or the safety of their family; where the threat is reasonably determined by the College Conduct Officer to create substantial emotional distress, torment, create fear, or to terrorize the person.~~

~~NN.———Sexual Stalking. The course of conduct directed at a specific person that would cause a reasonable person to feel fear or suffer substantial emotional distress due to another's sexual interest or gender-based stalking. Stalking involves repeated and continued harassment of a sexual or gender-based nature, against the expressed consent of another individual, which causes the targeted individual to feel emotional distress, including fear or apprehension. Such stalking behaviors may include: pursuing or following; unwanted communication or contact—including face-to-face encounters, telephone calls, voice messages, electronic messages, web-based messages, text messages, unwanted gifts, etc.; trespassing; and surveillance or other types of observation.~~

~~OO.———Theft or Abuse of District's Computers or Electronic Resources. Theft or abuse of District computers and other District electronic resources such as computer and electronic communications facilities, systems, and services. Abuses include (but are not limited to) unauthorized entry, use, transfer, or tampering with the communications of others, and interference with the work of others, and with the operation of a computer and electronic communications facilities, systems, and services. Theft or attempted theft of any kind, including seizing, receiving, or concealing property with knowledge that it has been stolen, is prohibited. Sale, possession, or misappropriation of any property or services without the owner's permission is also prohibited.~~

~~PP. Theft or Conversion of Property. Theft or conversion of District Property or services, or the property of any person or business on District Property or at a District function, or possession of any property when the Student had the knowledge or reasonably should have had knowledge that it was stolen.~~

~~QQ.———Trespass and Unauthorized Possession. Unauthorized or forcible trespass on, entry to, possession of, receipt of, or use of any District services, grounds, equipment, resources, properties, structures, vehicles, boats, water craft or facility, including the unauthorized use of District's name, insignia, or seal without permission or authorization.~~

~~RR. Unauthorized Recording. Recording any person on District Property or at any District function without that person's knowledge or consent. This definition shall not apply to recordings conducted in public, in a commonly recognized public forum.~~

~~SS. Unauthorized Use of Course or Copyrighted Materials. Students of the District will abide by all aspects of United States copyright law, Title 17 of the United States Code, to the extent possible, under the authoritative interpretation of the law. Students shall not reproduce copyrighted materials without prior permission of the copyright owner, except as allowed by the "fair use" doctrine. In addition, Students shall not sell, prepare, or distribute for any commercial purpose any course lecture notes or video or audio recordings of any course unless authorized by the District in advance and explicitly permitted by the course instructor in writing. The unauthorized sale or commercial distribution of course notes or recordings by a Student is a violation of these Policies whether or not it was the Student or someone else who prepared the notes or recordings. Copying for any commercial purpose handouts, readers or other course materials provided by an instructor as part of a District course unless authorized by the District in~~

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~~advance and explicitly permitted by the course instructor or the copyright holder in writing (if the instructor is not the copyright holder).~~

~~TT: Unauthorized Use of District Keys. Unauthorized use, distribution, duplication or possession of any keys issued for any building, laboratory, facility, room, or other District Property.~~

~~UU: Unauthorized Use of Electronic Devices. Unauthorized use of an electronic device on District property or at any District function, including but not limited to, classes, lectures, labs, and field trips.~~

~~VV: Unauthorized Use of Property or Services. Unauthorized use of property or services or unauthorized possession of District Property or the property of any other person or business.~~

~~WW: Unreasonable Demands. Placing repeated, hostile, or unreasonable demands on District staff.~~

~~XX: Unwelcome Conduct: Conduct of a sexual, gender-based, or harassing nature, which is considered unwelcome if a person did not request or invite it, and considered the conduct to be unwelcome, undesirable, or offensive. Unwelcome conduct may take various forms, including name-calling, graphic or written statements (including the use of cell phones or the Internet), hazing, bullying, or other conduct that may be physically or psychologically threatening, harmful, or humiliating. Unwelcome conduct does not have to include intent to harm, or directed at a specific target, or involve repeated incidents. Unwelcome conduct can involve persons of the same or opposite sex.~~

~~YY: Violation of Driving Regulations. Driving unsafely on District property or while taking part in any District function, or repeated violation of District parking regulations.~~

~~ZZ: Violation of Health & Safety Regulations. Violation of any health, safety or related regulations, rule or ordinance on District property or at any District function.~~

~~BA: Violation of Law. Violation of any federal, state or local law on District property, at a District function or involving a member of the District Community.~~

~~BB: Violation of Posted District Rules. Violation of any rule or regulation posted on District property by the District or the College, or printed in any District publication.~~

~~BC: Violation of Published Computer/Network Usage Policy(s), Procedures, or Guidelines:~~

- ~~1. Accessing and/or without permission altering, damaging, deleting, destroying, or otherwise using any data, computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.~~
- ~~2. Accessing and/or without permission taking, copying, or making use of any data from a computer, computer system, or computer network, or taking or copying any supporting documentation, whether existing or residing internal or external to a computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.~~
- ~~3. Using or causing to be used District computer services without permission.~~

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- 4.—Accessing and/or without permission adding, altering, damaging, deleting, or destroying any data, computer software, or computer programs which reside or exist internal or external to a computer, computer systems, or computer network belonging to or used by the District or any Member of the District Community.
- 5.—Disrupting or causing the disruption of computer services or denying or causing the denial of computer services to an authorized user of a computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
- 6.—Providing or assisting in providing a means of accessing, without permission, a computer, computer, system, or computer network belonging to or used by the District or any Member of the District Community.
- 7.—Accessing or causing to be accessed without authorization any computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
- 8.—Introducing any computer contaminant or virus into any computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
- 9.—Sending any message using any computer system or network without authorization or sending any message in the name of another person or entity.
- 10.—Using any account or password without authorization.
- 11.—Allowing or causing to be used an account number or password by any other person without authorization.
- 12.—Accessing or causing to be accessed, downloading or causing to be downloaded, pornographic or obscene materials except when accessing a pornographic website which is part of the instructional process or assignment for a class the Student is currently enrolled in.
- 13.—Use the District's systems or networks for commercial purposes; for example, by performing work for profit with District resources in a manner not authorized by the district.
- 14.—"Cyberstalking", which is to be understood as any use of the college or district computer system, computer network, or computer programs to stalk another person via excessive messages or inquiries, inappropriate or threatening messages, racially motivated communications, photos or other means of communication.
- 15.—Inappropriate Usage of Social Media. Using social media to harass, intimidate, or threaten other individuals. Usage of social media that will have indirect or direct impact on an individual or interference with the educational process.

A. Academic Integrity

1. **Academic Misconduct** - Any act of dishonesty, including but not limited to plagiarism, cheating, fabrication, or knowingly facilitating misconduct. This includes using AI to replace the learning process, violate academic expectations, or bypass learning objectives.



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2. **Dishonesty & Fraud** - Falsifying information, forging documents, misrepresenting oneself, or engaging in deceptive practices, regardless of intent.

B. Alcohol & Drug Violations

1. **Alcohol Violations** - Possession, use, or distribution of alcohol in violation of District policy, regardless of age.
2. **Drug Violations** - Possession, use, or distribution of illegal or controlled substances, including misuse of prescription medication.
3. **Impairment-Related Conduct** - Being under the influence of any substance in a way that causes harm, disruption, or places others at risk, even if the substance itself is legal.

C. Violence, Threats & Endangerment

1. **Physical Assault & Battery** - Any form of physical harm, unwanted physical contact, or threat of force, regardless of whether an injury occurs.
2. **Dating, Domestic & Intimate Partner Violence** - Any act of violence, coercion, or control in an intimate, dating, or domestic relationship.
3. **Endangering Others** - Any reckless, intentional, or negligent act that places another person at risk of physical, emotional, or psychological harm.
4. **Impact-Based Harm (Mental or Emotional)** - Behavior that causes another person substantial emotional distress, fear, or humiliation, even if the offender did not "intend" harm.
5. **Serious Injury or Death** - Any action, intentional or reckless, that results in serious injury or death.

D. Harassment, Discrimination & Consent-Based Violations

1. **Harassment & Bullying** - Unwanted conduct that creates a hostile, intimidating, or degrading environment, including digital harassment.
2. **Hate-Based Misconduct** - Acts of hostility, exclusion, or intimidation based on race, religion, ethnicity, gender, sexual orientation, disability, or any protected category.
3. **Sexual Misconduct** - Engaging in sexual conduct without clear, voluntary, and informed consent. Consent must be actively communicated; silence, inaction, past interactions, intoxication, coercion, or power imbalances do not imply consent.
4. **Persistent or Coercive Sexual Behavior** - Repeated sexual advances, invitations, or pressure after any sign of discomfort, hesitation, or non-engagement.



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5. **Stalking (Including Digital & Sexual Stalking)** - Repeated, unwanted contact, monitoring, tracking, or surveillance that causes fear, distress, or intimidation, including persistent sexual attention or contact, even without explicit threats.

E. Disruptive Conduct

1. **Disorderly Conduct** - Any lewd, obscene, disruptive, or reckless behavior that harms, humiliates, or disturbs others, regardless of intent.
2. **Disrupting the Educational Process** - Interfering with teaching, learning, research, administrative functions, or campus activities.
3. **Noncompliance with Institutional Directives** - Refusing to follow reasonable instructions from District personnel in a way that disrupts operations, safety, or the learning environment.

F. Property & Financial Violations

1. **Theft & Possession of Stolen Property** - Taking, attempting to take, or knowingly possessing stolen property.
2. **Destruction of Property** - Damaging, defacing, or tampering with District or personal property.
3. **Trespassing & Unauthorized Access** - Unauthorized entry, use, or occupation of District buildings, facilities, or services.
4. **Fraud & Financial Misconduct** - Deception involving District funds, financial aid, or unauthorized use of financial resources.

G. Weapons, Safety & Threats

1. **Weapons Possession** - Unauthorized possession or use of firearms, explosives, or dangerous weapons.
2. **Health & Safety Violations** - Violating campus health, safety, or emergency regulations in a way that places others at risk.
3. **Threats & Intimidation** - Any conduct that instills fear, manipulation, or coercion, whether verbal, digital, or physical.

H. Technology & Privacy Violations

1. **Unauthorized Use of District Technology** - Hacking, unauthorized access, data theft, or disrupting District systems.
2. **Privacy & Recording Violations**
 - a. Recording someone without explicit consent in any situation where privacy is expected.

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b. Sharing personal, private, or intimate information about another person without permission, regardless of intent.

c. Digital harassment, including impersonation, doxxing, or unauthorized social media exposure.

3. Misuse of Electronic Devices - Unauthorized use of electronic devices in restricted settings.

I. Other Violations

1. Violation of District Policies & Regulations - Any act violating posted District rules, policies, or procedures.

2. Unlawful Conduct - Any violation of federal, state, or local laws while on District property or at District functions.

References:

Education Code Sections 66300 and 66301

ACCJC Accreditation Standard 2

End Recommendation for AP 5500 Standards of Student Conduct