

Policy and Procedure Subscriber Service  
Community College League of California  
Liebert Cassidy Whitmore

**Update #25**  
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**OVERVIEW**

This is the twenty-fifth update to subscribers in the League's Policy and Procedure Subscriber Service, offered in partnership with the law firm of Liebert Cassidy Whitmore. The update is in response to revised accreditation standards\* (June 2014), laws and regulations, legal opinions, and questions from subscribers that have occurred since Update 24, disseminated to member districts in April 2014.

\* At its June 2014 meeting, the Accrediting Commission for Community and Junior Colleges (ACCJC) adopted revised Eligibility Requirements and Accreditation Standards. The new Standards will be the basis for comprehensive institutional evaluations for reaffirmation of accreditation beginning spring 2016. The new Standards will, for all other purposes, be effective upon adoption, and may be used by institutions wishing to develop a baccalaureate degree.

**Revisions to the Board Policy Templates**

**BP 1200 District Mission** – This policy was updated to reflect revised Accreditation Standard I.A in the legal references.

**BP 2200 Board Duties and Responsibilities** – This policy was updated to reflect revised Accreditation Standard IV in the legal references.

**BP 2410 Board Policies and Administrative Procedures** – This policy was updated to reflect revised Accreditation Standards I.B.7, I.C.5, IV.C.7, and IV.D.4 in the legal references. Additional language requiring the governing board to regularly assess its policies for effectiveness in fulfilling the District's mission was also included in this revision.

**BP 2430 Delegation of Authority to the [CEO]** – This policy was updated to reflect revised Accreditation Standards IV.B.5, IV.C.12, and IV.D.1 in the legal references.

**BP 2431 CEO Selection** – This policy was updated to reflect revised Accreditation Standards IV.B and IV.C.3 in the legal references.

**BP 2435 Evaluation of the [CEO]** – The title of this policy was revised to align with the title of the related AP 2435. Revised Accreditation Standard IV.C.3 was added to the legal references.

**BP 2510 Participation in Local Decision-Making** – This policy was updated to reflect revised Accreditation Standard IV.D.7 in the legal references.

**BP 2715 Code of Ethics/Standards of Practice** – This policy was updated to reflect revised Accreditation Standard IV.C.11 in the legal references and to include a clear notation regarding the necessity to insert language in the policy that addresses Code of Ethics violations.

**BP 2740 Board Education** – This policy was updated to reflect revised Accreditation Standard IV.C.9 in the legal references.

**BP 2745 Board Self-Evaluation** – This policy was updated to reflect revised Accreditation Standard IV.C.10 in the legal references.

**BP 3200 Accreditation** – This policy was updated to reflect revised Accreditation Standards I.C.12 and 13 in the legal references.

**BP 3250 Institutional Planning** – This policy was updated to reflect revised Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5 in the legal references.

**BP 3410 Nondiscrimination** – This policy was updated to reflect the revised Accreditation Standard Catalog Requirements and Accreditation Requirement 20 in the legal references.

**BP 3540 Sexual and Other Assaults on Campus** – This policy was revised to add Education Code Section 67386 in the legal references and in the text of the document. *(NOTE: SB 967 added Education Code Section 67386 effective January 1, 2015.)*

**BP 3900 Speech: Time, Place, and Manner** – This policy was revised to note that it is legally advised, but not legally required, that the college(s) is/are a non-public forum.

**BP 4020 Program, Curriculum, and Course Development** – This policy was updated to reflect revised Accreditation Standards II.A and II.A.9 in the legal references.

**BP 4025 Philosophy and Criteria for Associate Degree and General Education** – This policy was updated to reflect revised Accreditation Standard II.A in the legal references.

**BP 4030 Academic Freedom** – This policy was updated to reflect revised Accreditation Standard I.C.7 and Accreditation Eligibility Requirement 20 in the legal references.

**BP 4040 Library and Learning Support Services** – The title of this policy was revised to align with the terminology used in the accreditation standards. Accreditation Standard II was added in the legal references as well.

**BP 4050 Articulation** – This policy was updated to reflect revised Accreditation Standard II.A.10 in the legal references.

**BP 5500 Standards of Student Conduct** – The title of this policy was revised to clarify that this document applies to student conduct. In addition, Accreditation Standards I.C.8 and 10 were added in the legal references.

**BP 5700 Athletics** – This policy was revised to correct the name of the *Sports Guides* to *Sports Championship Handbooks*.

**BP 6200 Budget Preparation** – This policy was updated to reflect revised Accreditation Standard III.D in the legal references.

**BP 6300 Fiscal Management** – This policy was updated to reflect revised Accreditation Standard III.D in the legal references.

**BP 6330 Purchasing** – This policy was updated to add Public Contract Code Section 20651 to the legal references.

**BP 6520 Security for District Property** – This policy was updated to reflect revised Accreditation Standard III.B.1 in the legal references.

**BP 6700 Civic Center and Other Facilities Use** – This policy was revised to add military and veteran status as a protected status.

**BP 7120 Recruitment and Hiring** – This policy was revised to clarify the Accreditation Standard in the legal references.

### **Revisions to the Administrative Procedure Templates**

**AP 2410 Board Policies and Administrative Procedures** - This procedure was updated to reflect revised Accreditation Standards I.B.7, I.C.5, IV.C.7, and IV.D.4 in the legal references.

**AP 2430 Delegation of Authority to the [CEO]** - This procedure was revised to add a provision for multi-college districts. In addition, this procedure was updated to reflect revised Accreditation Standards IV.B.5, IV.C.12, and IV.D.1 in the legal references.

**AP 2435 Evaluation of the [CEO]** - This procedure was updated to reflect revised Accreditation Standard IV.C.3 in the legal references.

**AP 2510 Participation in Local Decision-Making** - This procedure was updated to reflect revised Accreditation Standards IV.A and IV.D.7 in the legal references.

**AP 3050 Institutional Code of Ethics** - This procedure was updated to reflect revised Accreditation Standard III.A.13 in the legal references.

**AP 3200 Accreditation** - This procedure was updated to reflect revised Accreditation Standards I.C.12 and 13 in the legal references.

**AP 3250 Institutional Planning** - This procedure was updated to reflect revised Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5 in the legal references.

**AP 3410 Nondiscrimination** - This procedure was updated to reflect the revised Accreditation Standard Catalog Requirements and Accreditation Requirement 20 in the legal references.

**AP 3420 Equal Employment Opportunity** - This procedure was revised to remove the requirement that equal employment opportunity plans must be approved by the California Community Colleges Chancellor's Office in compliance with recent changes to Title 5 Section 53003(a).

**AP 3430 Prohibition of Harassment** - This procedure was revised to more closely align it to state and federal law and to make it more likely to withstand a constitutional on First Amendment grounds.

**AP 3500 Campus Safety** - This procedure was revised to update the legal references.

**AP 3540 Sexual and Other Assaults on Campus** – The title of this procedure was revised to align with the title of the related policy. In addition, this procedure was revised to include the requirements of SB 967, known as the “yes means yes” law. Education Code Section 67386 was also added to the legal references. (*NOTE: SB 967 added Education Code Section 67386 effective January 1, 2015.*)

**AP 3560 Alcoholic Beverages** - This procedure was revised to permit a student at least 18 years of age to taste beer or alcohol as part of a degree program. In addition, this procedure was revised to add Business and Professions Code Section 25658 to the legal references.

**AP 3720 Computer and Network Use** - This procedure was revised to make it more likely to withstand a constitutional challenge.

**AP 3900 Speech: Time, Place, and Manner** - This procedure was revised to include options to limit speech and expressive activity to certain areas of campus or to permit speech and expressive activity in common areas of campus, and to clarify the obligation of persons distributing printed materials to retrieve, remove, or properly discard the materials.

**AP 4020 Program and Curriculum Development** - This procedure was updated to reflect revised to clarify the Accreditation Standard in the legal references.

**AP 4025 Philosophy and Criteria for Associate Degree and General Education** - This procedure was updated to reflect revised Accreditation Standard II.A in the legal references.

**AP 4030 Academic Freedom** - This procedure was updated to reflect revised Accreditation Standard I.C.7 and Accreditation Eligibility Requirement 20 in the legal references.

**AP 4040 Library and Learning Support Services** - The title of this procedure was revised to align with the terminology used in the accreditation standards. This procedure was updated to reflect revised Accreditation Standard II.B in the legal references.

**AP 4050 Articulation** - This procedure was revised to clarify that local procedures may identify baccalaureate-level institutions. In addition, this procedure was updated to reflect revised Accreditation Standard II.A.10 in the legal references.

**AP 5013 Students in the Military** - This procedure was revised to extend resident status to qualifying veterans and students.

**AP 5015 Residence Determination** - This procedure was revised to extend resident status to qualifying veterans and students and to students who demonstrate financial need and have a parent who has been deported or permitted to leave the state voluntarily, if the student lived in California immediately before moving.

**AP 5055 Enrollment Priorities** - This procedure was revised to update enrollment priorities in compliance with recent changes to Title 5 Section 58108.

**AP 5500 Standards of Student Conduct** – The title of this procedure was revised to clarify that this document applies to student conduct. In addition, this procedure was updated to reflect revised Accreditation Standards I.C.8 and 10 in the legal references.

**AP 6200 Budget Preparation** - This procedure was revised to clarify the Accreditation Standard in the legal references.

**AP 6300 Fiscal Management** - This procedure was updated to reflect revised Accreditation Standard III.D.9 in the legal references.

**AP 6330 Purchasing** – This procedure was updated to add Education Code Section 81656 as well as Public Contract Code Sections 20650 and 20651 to the legal references.

**AP 6520 Security for District Property** - This procedure was revised to clarify the Accreditation Standard in the legal references.

**AP 6700 Civic Center and Other Facilities Use** - This procedure was revised to make it more likely to withstand a constitutional challenge.

**AP 7120 Recruitment and Hiring** - This procedure was updated to reflect revised Accreditation Standard III.A.1 in the legal references.

**AP 7150 Evaluation** - This procedure was revised to provide that the District will assure the effectiveness of its evaluation processes in accordance with the accreditation standards. In addition, this procedure was updated to reflect revised Accreditation Standard III.A.5 in the legal references.

**AP 7160 Professional Development** - This procedure was revised to provide that the District provides appropriate professional development opportunities. In addition, this procedure was updated to reflect revised Accreditation Standard III.A.14 in the legal references.

