

Board Policies and Administrative Procedures Committee (BPAP)

Friday, March 1, 2024

11am-12:30pm

Zoom

Attendance: Deneatrice, Liz, Daniel, Soph, Paulmena, Christopher, Valdas, Dean, Tara, Kim, Camila

- I. Quorum
 - A. yes
- II. Minutes Approval
 - A. 02/02/2024 (*approve*)
- III. Public Comment: *None*
- IV. Announcements: *We will be rescheduling the April 19th meeting due to the Promise Rally. April 12th -updated invite to go out*
- V. Continued Discussion
 - A. BP7365 Discipline-Classified Employees/ AP7365 Discipline and Dismissal Classified Employees
 1. Under the influence language (BP language)
 - a) Drinking at lunch? Impairment
 - b) On campus- marijuana is still illegal-under federal law-federally funded campus
 - (1) Prescription? treatment Accommodation (reasonable)?
 - c) Recreational drugs -deemed illegal at the federal level
 2. Attendance issues
 - a) Sick leave (abuse or misuse)-too vague; AB109 leave;
 - (1) amend language to *abuse or misuse of all leave privileges*
 3. Discipline is to correct behavior -hold people accountable
 4. Should we name that the policy for classified staff, managers and confidential employees?
 - a) Possible intro: *Dealing with disciplinary matters is an important responsibility. The District is committed to helping managers in effectively administering the disciplinary process. -this line can be added to all discipline policies/procedures (understanding of the discipline process)*
 - b) ...effectively administering the disciplinary process, as well as supporting their employees in being able to raise concerns about their managers...helping managers in understanding and effectively administering the discipline process?-consult with HR
 5. AP7365 Discipline and Dismissal (*out to groups for feedback*)
 - a) Demotion-constructive dismissal?
 - b) Performance issues -below standard (*keep language?*)
 - c) District email instead of pipeline verbiage
- VI. Review
 - A. AP7120 Recruitment and Selection
 1. AP7120B Part-Time Faculty Hiring

2. AP7120C Classified Hiring
3. AP7120D Educational Administrators and Classified Administrative
4. AP7120E Vice President and Cabinet Positions
5. AP7120F Interim Positions
 - a) Management positions only
 - b) Internal process for classified hiring internal positions

VII. Coming Soon

A. AP7120 Recruitment and Selection

1. AP7120A Faculty

B. BP 2355 Decorum

C. BP7210 Academic Employees Faculty / AP7210 Academic Employees Faculty
(in review with Academic Senate)

1. Academic Senate is currently reviewing BPs and APs related to faculty hiring, evaluations and grievances so we can close out Chapter 7.

VIII. Next time:

A. Continued discussion on BP 7365 Discipline -Classified Employees (intro language)

B. Review of AP7120 Recruitment and Selection

Committee Chair -Deneatrice Lewis*

Executive Committee - Dean Nevins

ALA - Linda Esparza Dozer, Christopher Johnson, Michael Medel

Confidential- Paulmena Kelly

CSEA - Liz Auchincloss, Valdas Karalis, (new rep)

Academic Senate - Camila Acosta, Daniel Spitz, Kim Monda, Tara Carter

ASG - Soph Kofoed

Admin Support- Diana Lopez*

FA-Cornelia Alsheimer-Barthel*

*non voting members