**COAST COMMUNITY COLLEGE DISTRICT**

**DISTRICT GOVERNANCE COUNCIL MEETING**

**Monday, September 30, 2013**

**8:30 - 10:30 a.m.**

**Golden West College**

**President’s Conference Room**

**Review and/or revisions of existing Board Policies and Administrative Procedures or creation of new ones, as needed**

**BPs and APs related to Delegation of Authority**

**For discussion – first reading; for approval at the 10/21/2013 DGC meeting**

BP 2430 Delegation of Authority to CEO – revision

AP 2430 Delegation of Authority – new

BP 6100 Delegation of Authority – revision

AP 6100 Delegation of Authority – new

BP 6150 Designation of Authorized Signatures – revision

AP 6150 Designation of Authorized Signatures – new

BP 6340 Bids and Contracts – revision

AP 6340 Bids and Contracts – new

BP 6350 Contracts Relating to Construction – new

AP 6350 Contracts Relating to Construction – new

BP 6370 Contract for Ind Contractor or PE – new

AP 6370 Contract for Ind Contractor or PE – new

BP 7110 Delegation of Authority – new

AP 7110 Delegation of Authority– new

**For information only**

Per AP 2410, these revisions are brought for FYI because they deal with the operations of the Board of Trustees itself

**Chapter 2. Board of Trustees**

BP 2010 Board Membership - revision

BP 2200 Board Duties and Responsibilities - revision

BP 2210 Officers – revision

BP 2105 Election of Student Member(s) – revision

BP 2110 Vacancies on the Board - revision

BP 2220 Committees of the Board - revision

BP 2310 Regular Meetings of the Board - new

BP 2315 Closed Sessions - new

BP 2320 Special and Emergency Meetings - new

BP 2350 Speakers – new

**For discussion – first reading; for approval at the 10/21/2013 DGC meeting**

BP 2510 Participation in Local Decision Making - revision

AP 2510 Participation in Local Decision Making – new based on consolidating two existing BPs

**Chapter 3. General Institution**

**For approval**

BP 3550 Drug Free Environment and Drug Prevention Program – revision

**For discussion – first reading**

AP 3550 Drug Free Environment and Drug Prevention Program - new

BP 3570 Smoke-Free Environment – new

AP 3570 Smoke-Free Environment - new

BP3410 & AP3410, Nondiscrimination

BP3420 & AP3420, Equal Employment Opportunity

BP3430 &AP3430, Prohibition of Harassment

AP3435, Discrimination & Harassment Investigations

**Chapter 4. Academic Affairs**

**For approval – brought for first reading at the 9/9/2013 DGC meeting**

BP 4020 Program Curriculum and Course Development – revision

AP 4020 Program, Curriculum, and Course Development - new

BP 4040 Library Services – revision

BP 4300 Field Trips and Excursions – revision

AP 4300 Field Trips and Excursions – new

**Chapter 5. Student Services**

**For approval – brought for first reading at the 9/9/2013 DGC meeting**

BP 5130 Financial Aid – revision

AP 5130 Financial Aid – new

**For discussion – first reading; for approval at the 10/21/2013 DGC meeting**

BP 5110 Counseling - revision

AP 5110 Counseling - new

BP 5150 Extended Opportunity Programs and Services - revision

AP 5150 Extended Opportunity Programs and Services - new

**Chapter 6. Fiscal Affairs**

**For discussion – first reading; for approval at the 10/21/2013 DGC meeting**

BP & AP 6200 - Budget Preparation

BP & AP 6250 - Budget Management

BP & AP 6300 - Fiscal Management, AP 6305 - Reserves & AP 6325 - Payroll

BP & AP 6310 - Accounting

BP & AP 6315 - Warrants

BP & AP 6320 - Investments

AP 6322 Employee Indemnity Bonds

BP & AP 6330 - Purchasing

BP 6333 Institutional Memberships

AP 6360 Contracts - Electronic Systems & Materials

AP 6365 Contracts - Accessibility of Info Tech Section 508

AP 6380 - Vendors

BP & AP 6400 - Audits

BP & AP 6450 - Wireless and Cellular Telephone Use

BP & AP 6500 Property Management

BP & AP 6520 - Security for District Property

BP & AP 6530 - District Vehicles

BP & AP 6535 - Use of District Equipment

BP & AP 6540 - Insurance

BP & AP 6550 - Disposal of Property

BP & AP 6600 - Capital Construction

BP & AP 6620 - Naming of Facilities and Properties

BP & AP 6740 - Citizens' Bond Oversight Committee

BP & AP 6800 - Occupational Safety

BP & AP 6850 - Hazardous Materials

BP & AP 6910 - Housing

BP & AP 6950 - Drug & Alcohol Testing

**Chapter 7. Human Resources**

**For discussion – first reading; for approval at the 10/21/2013 DGC meeting**

BP7100, Commitment to Diversity

BP7150 & AP7150, Evaluation

BP7160 & AP7160, Professional Development

BP7211 & AP7211, Faculty Service Areas, Minimum Quals & Equivalencies

BP7230 & AP7230, Classified Employees

BP7232 & AP7232, Classification Review

BP7240 & AP7240, Confidential Employees

BP7365 & AP7365, Discipline and Dismissal – Classified Employees