

**Board Policies and Administrative Regulations
By Strategic Plan Goal**

ITEM 3b

Classifications/Categories	Strategic Plan Goal Number	Board Policy (BP)	Administrative Regulation (AR)
Goal #1: Ensuring Student Equity in Access & Achievement		BP	AR
Nondiscrimination	1	3410	3410
Immigration Enforcement Activities	1		3415
Equal Employment Opportunity	1	3420	
Americans with Disabilities Act and the Fair Housing Act	1	3425	
Unlawful Harassment and Discrimination Prevention and Complaints	1	3430	3430
Sexual Harassment Prevention and Complaints Under Title IX	1	3433	3433
Service Animals	1	3440	3440
Registered Sex Offender Information	1		3516
Elder and Dependent Adult Abuse Reporting	1	3519	3519
Students in the Military	1	5013	5013
Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information	1		5017
Enrollment Priorities	1	5055	5055
Financial Aid	1	5130	5130
Disabled Students Programs and Services	1	5140	
Accommodations for Students with Disabilities	1	5145	5145
Extended Opportunity Programs and Services	1	5150	5150
Shower Facilities for Homeless Students	1	5220	5220
Student Equity	1	5300	5300
Prevention of Identity Theft in Student Financial Transactions	1	5800	
Commitment to Diversity	1	7100	
Confidentiality and Conflicts of Interest in Hiring	1	7121	
Anti-Nepotism	1	7310	
Reasonable Accommodations for Employees/Applicants	1	7348	7348
Lactation Accommodations for Employees	1		7349
Domestic Partners	1	7510	
Goal #1: Ensuring Student Equity in Access & Achievement			
Goal #2: Transforming Lives through Learning & Achievement		BP	AR
Board Member Travel	2	2735	
Board Education	2	2740	
Academic Calendar	2	4010	4010
Curriculum	2	4020	
Instructional Program Review	2		4020
Course Approval (Stand Alone Credit Courses)	2		4022
Associate Degree Requirements	2	4025	4025
Certificate Programs	2	4027	
Textbook Adoption	2	4031	
Selection of Library Materials	2	4040	
Library - User Fees	2	4041	
Articulation of Courses and Programs	2	4050	4050
Auditing Courses	2	4070	
Graduation Requirements for Degrees and Certificates of Achievement	2	4100	
Independent Study	2	4101	4101
Distance Education	2		4105

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Nursing Program	2		4106
Final Examinations	2	4109	
Basic Skills Courses	2		4222
Course Repetition and Repeatable Courses	2	4225	4225
Multiple & Overlapping Enrollments	2	4226	
Grading and Academic Record Symbols Policy	2		
Academic Record Symbols and Grade Point Average	2		4230
Grade Changes	2	4231	4231
Academic Renewal	2	4240	4240
Prerequisites, Corequisites and Advisories Policy	2	4260	
Prerequisites, Corequisites, Advisories and Limitations on Enrollments	2		4260
Field Trips, Excursions, and Field Study Courses	2	4300	4300
Instructional Service Agreements	2		4610
Admissions	2	5010	5010
Admission of Concurrently Enrolled K-12 Students	2		5011
Residence Determination	2	5015	5015
Nonresident Student Tuition	2	5020	5020
Student Fees	2	5030	
Instructional and Course Materials Fees	2		5031
Withholding of Student Records	2	5035	
Student Records: Compliance with Family Educational Rights and Privacy Act (FERPA)	2	5040	5040, 5045
Student Success and Support Program	2	5050	5050
Open Enrollment	2	5052	5052
Attendance	2	5070	5070
Adds and Drops	2		5075
Counseling	2	5110	
Transfer Center	2	5120	5120
Student Health Services	2	5200	5200
Student Accident Insurance	2	5205	
Communicable Disease	2	5210	5210
Standards of Student Conduct	2	5500	5500
Grade Grievance	2		5530
Institutional Membership in Organizations	2		6303
District Driver and Vehicle Use for District Sponsored Activities	2	6530	6530
Professional Development and Growth	2	7160	7160
Professional Growth and Development Leave for Administrators and Classified Management Personnel	2	7161	7161
Enrollment Fee Reimbursement for Eligible Employees	2	7165	7165
Employee Travel Program	2		
Employee Travel - Payment of Employee Travel Expenses	2		7400
Goal #2: Transforming Lives through Learning & Achievement			

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Classifications/Categories	Strategic Plan Goal Number	Board Policy (BP)	Administrative Regulation (AR)
Goal #3: Engaging with Community in Economic Prosperity, Civic Events, and Cultural Activities			
Cultural Activities		BP	AR
The South Orange County Community College District	3	1100	
Auxiliary Organizations, Including Foundations	3	3600	3600
Gifts, Donations, and Bequests	3	3820	
Career and Technical Educational Program Advisory Committees	3	4102	4102
Work Experience	3		4103
Contract Education	3	4104	4104
Honorary Degrees	3	4110	4110
Credit for Prior Learning	3	4235	4235
Study Abroad Programs	3	4351	4351
Community Education Programs	3	4400	
Associated Students' Organization	3	5400	5400
Associated Students' Elections	3	5410	
Associated Students' Finance	3	5420	5420
Student Organizations at Off-Campus Locations	3	5510	5510
Voter Registration	3		5610
Intercollegiate Athletics	3	5700	5700
Employees Called to Military Duty	3		7346
Volunteer Assistance	3	7500	7500
Whistleblower Protection	3	7700	7700
Goal #3: Engaging with Community in Economic Prosperity, Civic Events, and Cultural Activities			
Goal #4: Optimizing Our Institutional Design and Structure with a Student-		BP	AR
Missions	4	1200	
Board Membership	4	2010	
Student Member of the Board of Trustees	4	2015	2015
Duties & Responsibilities of the Board of Trustees	4	2200	
Officers	4	2210	
Committees of the Board	4	2220	
Organization of the Governing Board	4	2305	
Regular Meetings of the Board	4	2310	
Closed Sessions	4	2315	
Special and Emergency Meetings	4	2320	2320
Meeting Procedures, Quorum, and Voting	4	2330	
Board Agendas	4	2340	
Public Participation at Board Meetings	4	2345	
Public Speakers at the Board Meeting	4	2350	
Decorum	4	2355	
Board Policy and Administrative Regulation Development	4	2410	2410
Delegation of Authority to Chancellor	4	2430	
Delegation of Authority to the College President	4	2430.1	
Recruitment: Chancellor	4	2431	2431
Chancellor Succession	4	2432	
Evaluation of the Chancellor	4	2435	
Delegation of Authority to Academic Senate	4	2510.1	
Role and Scope of Authority of the Academic Senates	4	2510.2	

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Classified Employees Participation in Decision-Making	4	2510.3	2510.3
Student Participation in Governance	4	2510.4	
Presentation of Initial Collective Bargaining Proposals	4	2610	2610
Conflict of Interest	4	2710	2710
Conflict of Interest Code	4	2712	2712
Code of Ethics - Standards of Practice	4	2715	
Political Activity of Board Members	4	2716	
Communications Among Board Members	4	2720	
Board Self Evaluation	4	2745	
Administration Organization	4	3100	
Public Communications	4	3351	3351
Electronic Communications	4	3720	3720
Information Security Program Overview	4		3725
Information Security - Data Classification	4		
Information Security - Access Control	4		
Information Security -Physical Security	4		
Information Security - Logging and Monitoring	4		
Information Security - Remote Access	4		
Internally Developed Systems Change Control	4		
Information Security - Security Incident Response	4		
Information Security - Secure Operations	4		
Information Security - Network Security	4		
Information Security - Disaster Recovery	4		
Information Security - Cloud Storage	4		
Speech and Advocacy	4	3900	3900
College Speakers	4	3905	
Recognition of United States and California Flags	4	3951	
Academic Freedom	4	4030	
Student News Media	4	4500	
Delegation of Authority	4	6100	6100
Designation of Authorized Signatures	4	6150	6150
Basic Aid Funds Allocation Process	4	6210	6210
Fiduciary Responsibilities and Ethics	4	6302	
Real Property Management	4	6500	6500
Security for District Property	4	6520	
Disposition of District Property	4	6550	6550
Capital Construction	4	6600	6600
Native American Graves and Repatriation Act	4	6602	
Naming of College Facilities	4	6620	
Civic Center and Other Facilities Use	4	6700	6700
Authorization for Employment	4	7110	
Job Specifications and Authorized Positions	4	7110.1	7110.1
Goal #4: Optimizing Our Institutional Design and Structure with a Student-Centered Focus			

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Classifications/Categories	Strategic Plan Goal Number	Board Policy (BP)	Administrative Regulation (AR)
UNASSIGNED GOAL			
Board Elections		2100	
Student Trustee Election Procedures			2105
Vacancies on the Board		2110	2110
Minutes of the Board of Trustee Meetings		2360	2360
Recording of the Board of Trustee Meetings		2365	
Distribution of Tickets or Passes			2714
Personal Use of Public Resources		2717	
Board Member Compensation		2725	
Health Benefits - Board Members		2730	
Board Member Absence from the State		2750	
Institutional Code of Ethics		3050	3050
Institutional Code of Conduct		3055	3055
Academic and Business Hours for District and College Facilities		3101	
Accreditation		3200	3200
Institutional Planning		3250	3250
Grants and Sponsored Projects		3280	3280
Public Records		3300	3300
Record Retention and Destruction		3310	3310
Domestic Animals and/or Pets on District Premises		3441	
Campus Police and Safety Services		3500	
Campus Security and Access		3501	3501
Emergency Operations Plan		3505	3505
Public Safety Camera System		3508	3508
Workplace Violence		3510	3510
Reporting of Crimes and/or Safety Concerns and Notification Protocols		3515	3515
Child Abuse Reporting		3518	3518
Local Law Enforcement		3520	3520
Weapons on Campus		3530	3530
Vandalism		3536	
Sexual and Other Assaults on Campus		3540	3540
Drug-Free Environment and Drug and Alcohol Prevention Program		3550	3550
Alcoholic Beverages		3560	3560
Smoke and Tobacco Free District		3570	3570
Compliance with Payment Card Industry Data Security Standards		3740	
Claims Against the District		3810	3810
Unmanned Aircraft Systems		3950	3950
HIPAA/CMIA Privacy			3953
Budget Preparation		6200	6200
Budget Management		6250	6250
Fiscal Management		6300	6300
Fiscally Accountable		6301	6301

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Classifications/Categories	Strategic Plan Goal Number	Board Policy (BP)	Administrative Regulation (AR)
Refreshments and Meals at District Functions		6304	6304
Investment Policy		6320	6320
Cash Handling		6321	6321
Petty Cash Fund			6322
Payroll Period for Personnel		6325	
Purchasing, Contracts, and Bids		6340	6330, 6340
Bids and Contracts Utilizing CUPCAA			6345
Audits		6400	6400
Internal Audit		6401	6401
Employee Phone Allowance		6450	6450
Insurance		6540	6540
Lost Money or Property		6541	6541
Sustainability		6601	6601
Traffic and Parking Regulations		6750	6750
Occupational Safety and Health		6800	
Removal of Hazardous Waste			6850
College Bookstores		6900	
Alcohol and Controlled Substances Testing		6950	
Duties and Responsibilities of Faculty		7120.2	
Recruitment: Classified Staff		7120.3	7120.3
Employment Procedures for Administrators and Managers		7122	7122
Recruitment: Part-Time Faculty Hiring		7124	7120
Compensation		7130	
Faculty Salary Classification Changes and Initial Classification Placement (Delete 12.14.20)		7130.1	7211
Salary Schedule Placement for Management Personnel and Classified Bargaining Unit Employees		7130.2	7130.2
Academic Ranking		7130.3	
Public Notice –Collective Bargaining		7140	
Academic Administrators and Classified Managers Personnel Files			7145
Evaluation of Management Personnel		7150	7150
Duties and Responsibilities of the Department / Academic Chair		7218	
Faculty Reassigned Time and Stipends		7219	
Substitute Classified Employees		7230	7236
Reclassification of Classified Personnel		7232	
Work Week/Shift Designation- Classified Staff			7239
Administrator Retreat Rights		7250	7250
Designated Administrators and Classified Management Personnel		7250.1	
Salary Schedules and Annual Step Increments for Management Personnel		7251	
Change in Position of Personnel Into and Within Management		7252	
Classified Managers		7260	
Student Help Hourly Rates			7270
Excused Absence (Without Loss of Pay)		7290	

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Classifications/Categories	Strategic Plan Goal Number	Board Policy (BP)	Administrative Regulation (AR)
Communicable Diseases Assessment		7330	7330
Health Examinations		7335	7335
Certification of Freedom from Tuberculosis		7336	7336
Fingerprinting of Personnel			7337
Personal Leave (With Loss of Pay)		7340.1	
Transfer of Sick Leave for Academic Personnel		7340.2	
Transfer of Sick Leave For Classified Personnel		7340.3	
Sick Leave for Management Personnel		7340.4	7340.4
Bereavement Leave for Management Personnel		7340.5	7340.5
Parental Leave for Management Personnel		7340.6	
Personal Necessity Leave for Administrators and Classified Management Personnel		7340.7	7340.7
Vacation Leave for Management Personnel		7340.8	
Family Medical Leave for Administrators and Classified Management Personnel		7340.9	
Medical Benefits for Management Personnel While on Leave		7340.10	
Industrial Accident or Illness Leave		7343	7343
Attendance/Absence Reporting Procedures- Faculty			7344
Catastrophic Leave: Employees		7345	7345
Resignations		7350	
Disciplinary Action of Classified Personnel		7365	
Re-Employment of Classified Personnel		7366	
Political Activity of Employees		7370	
Retirement Benefits for Administrators and Classified Management Personnel		7382	
Payroll Deductions		7385	
Employee Outstanding Service Awards		7850	
UNASSIGNED GOAL			