

SBVC Academic Senate Education Policy and Procedures Subcommittee (EPPS)**Meeting MINUTES**

4/23/2025 3-4:30 PM on Zoom

Zoom Link: <https://sbccd-edu.zoom.us/j/6338456156>

Name	Present	Name	Present
Jessy Lemieux (chair)	<input checked="" type="checkbox"/>	Denise Knight	<input checked="" type="checkbox"/>
Erica Begg	<input checked="" type="checkbox"/>	Kevin Lyons	<input checked="" type="checkbox"/>
Pedro Gonalez	<input checked="" type="checkbox"/>	Joe Notarangelo	<input checked="" type="checkbox"/>
Celia Huston	<input type="checkbox"/>	Bethany Tasaka	<input checked="" type="checkbox"/>
Judy Joshua	<input checked="" type="checkbox"/>	Christian Sarfo-Poku	<input checked="" type="checkbox"/>
Brandi Bailes (CHC, guest)	<input type="checkbox"/>		

Reference link to 4/17/25 PPAC materials on District Website: [https:// sbccd.edu/meetings-and-agendas/policies-procedures/2025/04-17/index.php](https://sbccd.edu/meetings-and-agendas/policies-procedures/2025/04-17/index.php)

1. Call to Order
3:02 PM
2. Approval of Agenda
1st: J Notarangelo
2nd: E. Begg
Unanimously approved
3. Approval of amendment 4/9/25 minutes
a. Mark E. Begg as present
1st: J Notarangelo
2nd: J. Joshua
Unanimously approved
4. EPPS Standing Rules Proposal to Academic Senate (**APPENDIX A**)
a. 1st read 4/30/25, 2nd read 5/7/25
1st: K. Lyons
2nd: J. Notarangelo
Unanimously approved
5. PPAC Organizational Handbook Proposal (sent as a separate document)
a. Discussion of PPAC events this year and motivation for PPAC Handbook
b. 1st read 4/30/25, 2nd read 5/7/25
 - The committee read and considered handbook. The committee will refer this item to the Academic Senate.
 - Discussed mentioning at the next Academic Senate meeting the idea of adding language to the draft PPAC handbook that would strengthen the AS process for requesting that Level 1 (information only) policies be shifted into a Level 2 or 3 (feedback heavy) position. (J. Joshua) Case in point: BP 2110 on Vacancies on the Board, to which the EPPS committee wants to add language: a specific message notifying all employees of both campuses whenever a Board member resigns, especially when an appointment is needed to fill that vacancy. (B. Tasaka/J. Lemieux)

1st: D. Knight

2nd: J. Joshua

Unanimously approved

6. EPPS End of Year Report to Academic Senate (**APPENDIX B**)

1st: K. Lyons

2nd: P. Gonzalez

Unanimously approved

7. New PPAC Chapter Lead APs and BPs recommendations moved forward at 4/17/25 PPAC meeting (see PPAC agenda linked above)

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.
3. BP2510 was not addressed at 4/17/25 PPAC Meeting.
4. Awaiting management feedback at 5/15/25 PPAC meeting.

b. Level 1- Information Only

i. 2110 Vacancies on the Board

EPPS requests language that indicates that all District employees are notified by District email upon the public notice of a Board vacancy.

c. Level 2- Minor Review

i. 6800 Occupational Safety

EPPS reviewed 6800 and briefly reviewed District IIPP

No Feedback

d. Level 3- Extensive Review (1st Round)

i. 3775 Artificial Intelligence (AI)

- EPPS advises that faculty and District IT/ TESS should have significant involvement in selection, production, and dissemination of training.
- EPPS advises an annual review cycle due to the rapidly changing nature of AI.
- “Faculty who incorporate AI into their courses ~~should~~ are encouraged to clearly define the parameters of its use in the syllabus”.
- Language suggested to allow due process for accusations of AI cheating through standard student conduct processes. Should include students support/ AI literacy training.
- Request return of this AP/BP to PPAC during the Spring 2026 semester.
- EPPS recommends Senate to work with Student Conduct to make sure that AI issues are properly considered.

Meeting time 4:34 EPPS decided to consider remaining AP/BPs offline and email any further feedback to EPPS Chair no later than Tuesday April 29 at 3 PM.

1st: B. Tasaka

2nd: K. Lyons

Passes unanimously

ii. 5015 Residence Determination

Minutes

iii. 5040 Student Records, Directory Information, and Privacy

[Minutes](#)

iv. 5410 Associated Students Elections

[Minutes](#)

e. Level 3- Extensive Review (2nd Round, prior feedback recorded)

- 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), while adding contemporary considerations like Artificial Intelligence use and refining definitions for clarity, particularly around consent.

[Approval of minutes as reviewed at the end of the meeting:](#)

[1st: J. Notarangelo](#)

[2nd: P. Gonzalez](#)

[Passed unanimously](#)

[Adjourned 4:37PM](#)

APPENDIX A

Draft EPPS Standing Rules Proposal

APPENDIX [Insert Appendix Letter/Number]: Standing Rules of the Educational Policy and Procedures Subcommittee (EPPS)

Section 1: Purpose and Charge

According to SBVC Academic Senate Bylaws, Article XII, The Educational Policy and Procedures Committee shall:

- A. Collect and integrate the diverse sources of information on education policy for dissemination to the faculty and serve as a liaison among the Academic Senate and the campus. These may include policies to be implemented either locally or at the state level, suggested positions on proposed policies or changes in existing policies, and responses to assignments given by the Academic Senate.
- B. Track, review, provide recommendations for, and report on District Board Policies (BPs) and Administrative Procedures (APs) for review by the Academic Senate.

Section 2: Membership

- A. The membership shall consist of a Chair and faculty members appointed according to Academic Senate procedures specified in the Senate Bylaws, Article XI. Member terms shall be as specified in the Academic Senate Bylaws.
- B. The Chair of EPPS shall be the current SBVC Academic Senate representative to the District Policies and Procedures Advisory Committee (PPAC), appointed according to Senate procedures.
- C. Members are expected to attend meetings regularly, review policy documents distributed by the Chair in advance, participate actively in discussions, and contribute to the formulation of committee recommendations and reports.

Section 3: Chair Duties

The Chair shall be responsible for:

- A. Calling and presiding over EPPS meetings.
- B. Preparing meeting agendas in consultation with members and distributing them electronically to members reasonably in advance of the meeting.
- C. Distributing relevant documents (new BPs/APs, draft reports) to the committee.
- D. Ensuring the timely preparation and submission of EPPS reports to the Academic Senate President for inclusion on Senate agendas.
- E. Submitting the final, Senate-approved report to the District PPAC Chairs.
- F. Attending District PPAC meetings to represent the Senate's position and answer questions regarding submitted reports.

Section 4: Meetings

- A. Regular meetings shall be held on the fourth Wednesday of each month during the Fall and Spring semesters (See Bylaws Article XI, Section 1).
- B. Additional meetings may be scheduled as needed, typically on the second Wednesday of the month, to finalize reports before Senate second readings.
Special meetings may be called by the Chair.
- C. Quorum shall be a simple majority (50% + 1) of the appointed membership of the committee. No formal committee action can be taken without a quorum present.
- D. Minutes summarizing key discussion points and decisions shall be kept according to Academic Senate procedures (See Bylaws Article IX, Section 3.D regarding Senate Secretary duties).

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Draft EPPS Standing Rules Proposal

Section 5: Operating Procedures

EPPS shall follow a regular monthly cycle synchronized with the District PPAC schedule and Academic Senate meetings:

- A. Receipt of Policies (following 3rd Thursday PPAC): The Chair receives new/revised BPs/APs introduced at the PPAC meeting and distributes them to EPPS members.
- B. EPPS First Review (4th Wednesday): EPPS conducts its initial review, formulates preliminary feedback, and drafts an initial report for the Academic Senate. The committee determines if a second EPPS meeting (on the following 2nd Wednesday) is needed for further research and discussion.
- C. Report to Senate for First Read (following 4th Wednesday EPPS): The Chair sends the initial report to the Academic Senate President for the Senate meeting agenda (typically 1st Wednesday) including the new APs/BPs brought forth in Senate.
- D. Senate First Read (1st Wednesday): The Academic Senate conducts its first read of the BPs/APs and the initial EPPS report. Senators are advised to report back to their constituencies, where appropriate, and solicit input and are also encouraged to communicate feedback to the EPPS committee/chair in advance of the next Senate meeting.
- E. EPPS Second Review (if needed, 2nd Wednesday): EPPS meets to incorporate Senate feedback from the first read, finalize its analysis, and finalize the report for Senate approval. The Chair submits the final draft report to the Senate President.
- F. Senate Second Read and Approval (3rd Wednesday): The Academic Senate conducts its second read, considers any amendments, and formally approves the final EPPS report to PPAC.
- G. Submission to PPAC (following 3rd Wednesday Senate): The Chair emails the Senate-approved report to the PPAC chairs and members before the PPAC meeting (typically 3rd Thursday).
- H. PPAC Meeting (3rd Thursday): The Chair attends PPAC to present the report and address questions. New policies are introduced, restarting the cycle.

Section 6: Committee Recommendations

- A. Recommendations within EPPS shall be adopted by committee consensus where possible.
- B. If consensus cannot be reached, decisions shall be made by a majority vote of the members present, provided quorum is met.
- C. When recommendations are not unanimously accepted, reasons for dissenting votes will be accurately and thoroughly noted in the minutes.

Section 7: Reporting and Communication

- A. EPPS reports its findings and recommendations directly to the SBVC Academic Senate for consideration and approval.
- B. The Chair, acting on behalf of the Senate, submits the final Senate-approved reports to the District PPAC.
- C. The EPPS Chair shall copy all PPAC and EPPS members on the following email communications:
 - 1. Email to the Senate President containing the draft monthly report to PPAC for Senate consideration (following the 4th and/or 2nd Wednesday EPPS meeting(s)).
 - 2. Submission of the Senate-Approved report to PPAC (following the 3rd Wednesday Senate meeting and before the 3rd Thursday PPAC meeting).
- D. Included with the last EPPS minutes of the spring semester will be an end of year report summarizing the activities of EPPS over the course of the academic year.
- E. The EPPS chair will promptly forward all PPAC communications related to EPPS and Senate recommendations to

APPENDIX A

Draft EPPS Standing Rules Proposal

the EPPS committee members upon receipt.

Section 8: Amendments and Review

- A. These Standing Rules may be amended according to the procedures outlined in the SBVC Academic Senate Bylaws, Article XXIII.
- B. These Standing Rules shall be reviewed annually by EPPS before the end of the Spring semester to ensure currency and consistency with the bylaws and finalize any recommended changes no later than the April EPPS meeting.

APPENDIX B

EPPS End-of-Year Report 2024-2025

SBVC Academic Senate Educational Policy and Procedures Subcommittee (EPPS) End-of-Year Report: 2024-2025 Academic Year

This report summarizes the activities of the San Bernardino Valley College (SBVC) Academic Senate's Educational Policy and Procedures Subcommittee (EPPS) for the 2024-2025 academic year. EPPS serves as the primary body for reviewing District Board Policies (BPs) and Administrative Procedures (APs) on behalf of the SBVC Academic Senate, ensuring faculty voice is integrated into the District's policy development process.

Key Activities and Accomplishments:

1. **Policy Review:** EPPS diligently fulfilled its charge by tracking, reviewing, and formulating recommendations on a substantial volume of BPs and APs presented through the Policies and Procedures Advisory Committee (PPAC). This included approximately 40 distinct policies across Level 1 (Information Only), Level 2 (Minor Review), and Level 3 (Extensive Review) categories throughout the year.
2. **Significant Policy Engagement:** The subcommittee provided detailed feedback and recommendations on numerous key policies, including but not limited to:
 - a. BP 2510 (Participation in Local Decision-Making): Engaged in extensive review and provided significant feedback, addressing concerns regarding participatory governance principles and procedural integrity.
 - b. BP 3430 (Prohibition of Harassment): Provided substantial input, referencing the California State Assembly's "A Call to Action" report and raising concerns about the review process and alignment with best practices.
 - c. AP 5500 (Standards of Student Conduct): Contributed to significant revisions aimed at clarifying and modernizing the student conduct code.
 - d. Other notable policies reviewed included AP 3501 (Campus Security), AP/BP 5220 (Shower Facilities), AP 5075 (Course Adds/Drops), the family of IT Security policies (AP 3725-3737), and AP 7150 (Evaluation).
3. **Advocacy for Procedural Integrity:** EPPS actively monitored and responded to procedural challenges within the PPAC process during the year. This included addressing concerns related to meeting scheduling conflicts (December 2024, March 2025), adherence to established review timelines, the determination of 10+1 status and review levels, lack of student representation, and instances where policies appeared to bypass required review steps.
4. **Process Improvement Initiatives:**
 - a. Developed and adopted formal EPPS Standing Rules to clarify internal operating procedures and ensure consistent alignment with Senate Bylaws and the PPAC cycle.
 - b. In collaboration with the Crafton Hills College Academic Senate, advised on development and proposed a comprehensive PPAC Handbook aiming to establish clear, consistent, and transparent operating procedures for the District committee.
5. **Reporting and Communication:** Consistently prepared and submitted timely reports detailing EPPS reviews and Senate feedback to both the SBVC Academic Senate for approval and the District PPAC for consideration, ensuring effective communication flow.

Overall, EPPS has fulfilled its charge and improved processes ensuring meaningful faculty participation in the District's policy development process and advocating for procedures that uphold the principles of effective participatory governance.

APPENDIX C



5500 Standards of Student Conduct



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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

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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~~

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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.

APPENDIX C

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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