



5055 Santa Teresa Blvd., Gilroy, CA 95020

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Dr. Kathleen A. Rose, Superintendent/President

GAVILAN JOINT COMMUNITY COLLEGE DISTRICT  
BOARD POLICY COMMITTEE

Tuesday, June 13, 2017, 5:00 p.m.  
Gavilan Gilroy Campus, GECA MP  
5055 Santa Teresa Boulevard, Gilroy, CA 95020  
(Board Policy Committee Members: Kent Child, Lois Locci, Laura Perry)

MINUTES

I. CALL TO ORDER 5:04 p.m.

Kent Child called the meeting to order at 5:04 p.m.

1. Roll Call

Lois Locci, Laura Perry, Kent Child

Kathleen Rose, Superintendent/President, Nancy Bailey (Recorder), Fred Harris, Walt Glines, Michele Bresso, Wade Ellis, and Kathleen Moberg

2. Approve Minutes, April 12, 2016

MSC (L. Locci/ L. Perry) 3 ayes, 0 nays to approve

3. Comments from the Public

None

II. DISCUSSION ITEM

1. Board Policies and Administrative Procedures Changes recommended by President's Council for Chapter 3, General Institution: BP/AP 3500 - 3900

BP 3500 Campus Safety

BP 3501 Campus Security and Access

AP 3501 Campus Security and Access

BP 3505 Emergency Response Plan

AP 3505 Emergency Response Plan

BP 3510 Workplace Violence Plan

AP 3510 Workplace Violence Plan

BP 3515 Reporting of Crimes

AP 3515 Reporting of Crimes

BP 3520 Local Law Enforcement

AP 3520 Local Law Enforcement

BP 3530 Weapons on Campus

AP 3530 Weapons on Campus

AP 3540 Sexual and Other Assaults on Campus (BP 3540 Approved 1/2016)

Board of Trustees: Jonathan Brusco  
Laura A. Perry, Esq.

Kent Child  
Lois Locci, Ed.D.

Mark Dover  
Rachel Perez

Walt Glines  
Iris Cueto



BP 3550	Drug Free Environment and Drug Prevention Program
AP 3550	Drug Free Environment and Drug Prevention
BP 3560	Alcoholic Beverages
BP 3600	Auxiliary Organizations
AP 3600	Auxiliary Organizations
BP 3710	Intellectual Property Copyright
AP 3710	Intellectual Property and Copyright
BP 3720	Computer and Network Use
AP 3720	Computer and Network Use
BP 3810	Claims Against the District
AP 3810	Claims Against the District
BP 3820	Gifts
AP 3820	Gifts
BP 3900	Speech: Time, Place, Manner
AP 3900	Speech: Time, Place, and Manner

Kathleen Rose thanked Nancy Bailey for her work on the proposed changes to the Chapter 3, General Institution board policies and administrative procedures. Kathleen Rose said BP/AP 3500-3900 had been vetted through the participatory governance process with several of the documents requiring additional conversation and edits. She said Chapter 3 has now been fully reviewed but edits recommended by the Community College League of California's (CCLC) for the chapter will still come forward as they occur.

Kathleen Rose noted that BP/AP 3720, Computer and Network Use, was one of the documents reviewed in depth. Due to the many changes in technology and technology data integrity, a manual will be prepared by the IT department along with terms of use compliance signatures required of users. She said that more discussion and education will follow on this topic.

Discussion continued about data integrity awareness and measures being taken by the district. Fred Harris discussed steps to protect personal identification. He said the goal has been to be preventive rather than reactive.

## 2. Status of Policy Review

Nancy Bailey reviewed that Chapter 1 (The District), Chapter 2 (Board of Trustees), and Chapter 3, part 1 (General Institution"), have all been reviewed through participatory governance and the board of trustees. At the July 2017 and September 2017 board meetings, BP/AP 3500-3900 will be reviewed and considered for approval by the board of trustees. Chapter 4 (Academic Affairs) will start the participatory review process in the fall. Chapter 5 (Student Services) is currently completing that review. Chapters 6 (Business and Fiscal Services) and 7 (Human Resources) will be reviewed next spring.

## 3. Discussion on New Policy Creation

Kathleen Rose reported that senior staff have discussed the need for new localized policies. She reviewed the Student Success Policy (BP 4600) as an example of an internally created policy. Kathleen Rose said the language for BP 4600 was developed in collaboration with faculty and then several drafts shared with academic senate, participatory governance committees and the board before final approval.

Kathleen Rose said the new funding sources available to the college have changed how we service students and bring them into our system. Some of these practices will not fit our current policies and will come forward as we continue policy review. She said that writing a policy to

reflect our local practice would include reviewing CCLC templates and also legal review by the district.

Kathleen Moberg said there is concern in waiting for a CCLC template to be developed and leaving the district vulnerable in the absence of a policy. She said some colleges are developing their own local policies.

Laura Perry commented that the district needs to be judicious in creating policy and do it only when necessary and Kent Child recommended adhering to “form should follow function” theory. Kathleen Rose said institutional conversations will take place before creating a new localized policy.

### III. CLOSING ITEMS

#### 1. Adjournment

The meeting was adjourned by consensus at 5:42 p.m.

Please help keep Gavilan College a litter-free campus and preserve its park-like setting. Thank you.

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