



**Board of Trustees – Policy Review Committee**

**May 22, 2026 at 3:00 p.m.**

NOCCCD Anaheim Campus – Conference Room 100B  
 1830 W. Romneya Drive, Anaheim, CA 92801

**AGENDA**

1. Call to Order & Opportunity for Public Comment
2. Approval of the April 24, 2026 Meeting Minutes .....Action
3. Committee Meeting Schedule .....Action
4. New Revisions to BP 3050, Institutional Code of Ethics.....Action
5. BP 4025, Philosophy and Criteria for Degrees and General Education .....Action
6. BP 5050, Student Success and Support Program.....Action
7. BP 3515, Reporting of Crimes .....Action
8. BP 3518, Child Abuse Reporting.....Action
9. BP 3520, Local Law Enforcement.....Action
10. BP 3550, Drug Free Environment and Drug Prevention Program .....Action
11. BP 3560, Alcoholic Beverages .....Action
12. BP 3600, Auxiliary Organizations .....Discussion
13. BP 3810, Claims Against the District .....Discussion
14. BP 3820, Gifts and Donations.....Discussion
15. Policies Reviewed by the District Consultation Council – April 27, 2026.....Discussion
  - BP 2365, Recording
  - BP 2710, Conflict of Interest
  - BP 3250, Institutional Planning
  - BP 5400, Associated Students Organization
16. Other

4/24/26 Meeting Minutes

Draft Minutes

Board of Trustees – Policy Review Committee

April 24, 2026 at 4:30pm

1) Call to Order at 4:30pm:

There were no public comments or members of the public in attendance.

Roll Call: Trustee Ed Lopez, Trustee Ryan Bent, and Trustee Mark Lopez in attendance.

2) Approval of the March 27, 2026 Meeting Minutes:

Motion to approve the minutes as is by Mark Lopez, Second by Ed Lopez, and a unanimous 3-0 vote.

3) BP 2015 on attached word document

Edits are in purple on attached word document

(Note to staff. Please make the change and send to the full board of trustees at the next available meeting)

Motion to send to the board with changes by Mark Lopez, second by Ed Lopez, passed 3-0.

4) BP 4025

Edits are in purple on attached word document

Ed Lopez will review further and bring a proposed draft back to the committee.

Motion to bring this back to the committee by Ed Lopez, second by Mark Lopez, passed 3-0.

5) BP 5050

Edits are in purple on attached word document

Ed Lopez will review further and bring a proposed draft back to the committee.

Motion to bring this back to the committee by Ed Lopez, second by Mark Lopez, passed 3-0.

6) BP 3515

No changes so far.

Ed Lopez will review further and bring a proposed draft back to the committee.

Motion to bring this back to the committee by Mark Lopez, second by Ryan Bent, passed 3-0.

7) BP 3518

Edits are in purple on attached word document.

Mark Lopez will review further and bring a proposed draft back to the committee.

Motion to bring this back to the committee by Ed Lopez, second by Ryan Bent, passed 3-0.

8) BP 3520

Edits are in purple on attached word document

Ed Lopez will review further against the template and bring a proposed draft back to the committee.

Motion to bring this back to the committee by Ryan Bent, second by Mark Lopez, passed 3-0.

9) BP 3530

No Changes. Send to Board as is.

Motion to pass as is and send to the board made by Ryan Bent, second by Mark Lopez, passed 3-0.

10) BP 3550

Edits are in purple on attached word document

The committee wants more time to look at the references

Motion made to bring this back to the next committee meeting made by Ryan Bent, second by Mark Lopez, passed 3-0.

11) BP 3560

Edits are in purple on attached word document

Motion made to bring this back to the next committee meeting made by Ryan Bent, second by Mark Lopez, passed 3-0.

12) BP 3580

No changes.

Motion to move to the board as is made by Mark Lopez, second by Ed Lopez, and passed 3-0.

13a) BP 3600

Edits are in purple on attached word document. Add comma after programs in 1.0.

Bring back to the committee for a second read.

13b) BP 3810

No changes.

Bring back to the committee as is for a second read.

13c) BP 3820

No changes.

Bring back to the committee as is for second read.

Note: Ed Lopez will look at the relevant Ed Code section.

Note: Ed Lopez will review CA Constitution/state laws regarding relevant laws about public agencies giving gifts.

Motion to adjourn at 7:10pm made by Mark Lopez, second by Ryan Bent, passed 3-0.

DRAFT

## **BP 2015 Student Members**

Reference:

**Education Code Section 72023.5;**  
**Education Code Section 70902**

- 1.0 The Board of Trustees shall include one student member each from Cypress College, Fullerton College, and North Orange Continuing Education to represent the students of their campus. Student members shall be elected, and may be recalled, by the students of their campus in accordance with procedures established by the Chancellor. The term of office shall be one year, commencing June 1. Student members are authorized to cast advisory votes only, which shall not be included in determining the vote required to carry any measure before the Board of Trustees, but shall be recorded in the official minutes of the Board meeting, and shall be taken prior to the other votes. Student members are expected to gather input and opinions from the students at large and from the student body association or student organization of their campus on any relevant agenda items and provide such input to the Board of Trustees.
- 2.0 To be eligible for election as a student trustee, ~~a~~ students shall be enrolled in and maintain a minimum of five ~~(5)~~ semester credit units or 75 semester noncredit hours in the District at the time of appointment and throughout the term of service. The student members must maintain a minimum of a cumulative 2.0 ~~GPA (grade point average)~~ grade point average or Satisfactory Progress ~~(SP)~~ and Pass ~~(P)~~ grades in noncredit classes. If, on the first day of each semester, or during the term of service, a student member fails to meet the criteria of this policy, the student member shall be disqualified for service on the Board of Trustees. ~~The~~ **A** student member is not required to give up employment with the District.
  - 2.1 These requirements apply to the spring and fall semesters only.
  - 2.2 ~~The District, including the Board of Trustees, Chancellor, and Associated Students or the student body organization at North Orange Continuing Education, the District shall not impose eligibility requirements for college students for student members from colleges that are more stringent than those set forth in Education Code Section 72023.5.~~**
- 3.0 If the seat of a student member becomes vacant during their term, the Board of Trustees may authorize the officers of the relevant student body association or student organization to elect or appoint an eligible student to serve the remainder of the term in accordance with procedures established by the Chancellor.
- 4.0 Student members shall be seated with the Board of Trustees during the open session portion of meetings and shall be recognized as full members of the Board of Trustees at meetings. Student members shall have the right to attend each and all meetings of the Board of Trustees, except student members may not attend closed session. Student members are entitled to participate in discussion of issues and receive all materials presented to members of the Board, except for issues and items discussed in closed session. Student members shall be entitled to any mileage allowance necessary to attend Board meetings to the same extent as publicly elected trustees.

North Orange County Community College District  
**BOARD POLICY**  
Chapter 2  
Board of Trustees

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**BP 2015 Student Members**

- 4.1 Student members may make or second open session motions. Student members are encouraged to participate in the discussion of issues and agenda items in open session.
- 5.0 A student member ~~Student members who attend all Board meetings that they are legally allowed to attend~~ shall receive 50 percent of the compensation afforded to ~~other individual publicly elected or appointed members of the Board of Trustees under Board Policy 2725 Board Member Compensation. —pursuant to Education Code Section 72425.~~ Any Board meetings missed by a student member shall result in a pro rata reduction in compensation for that month, except under the following condition: A student member may be paid for the first two meetings from which they are absent in a calendar year if the Board of Trustees, by resolution adopted and included in its minutes, finds at the time of the meeting that the student member was ill, on jury duty, performing services outside the meeting for the District, or the absence is due to a hardship deemed acceptable by the Board.
- 6.0 The Board of Trustees encourages participation of its student members in trustee-related conferences, activities, and retreats and may approve reasonable expenses that fall within the guidelines of Board policies.
- 7.0 On or before May 15 of each year, the Board of Trustees shall consider whether to afford the student members any of the privileges noted in this policy by reviewing it for re-adoption.
- 8.0 The President of the Board of Trustees shall appoint each year a trustee to serve as mentor to the student members.

See Administrative Procedure 2015, Student Members; Board Policy and Administrative Procedure 2105, Election of Student Members; and Board Policy 2725 Board Member Compensation.

## **BP 2015 Student Members**

**Date of Adoption:** March 25, 2025;  
May 10, 2022 Re-adoption  
April 27, 2021 Re-adoption  
April 28, 2020 Re-adoption  
May 9, 2017  
April 12, 2016  
April 14, 2015  
April 8, 2014  
April 23, 2013  
April 26, 2011  
April 27, 2010  
May 13, 2008  
May 8, 2007  
April 11, 2006  
June 24, 2003

**Date of Last Revision:** February 13, 2024  
April 25, 2023  
February 12, 2019  
May 8, 2012  
January 27, 2009  
June 14, 2005  
April 13, 2004

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**BP 4025 Philosophy and Criteria for ~~Associate Degrees, and~~ and ~~General Education, and Bachelor's Degree~~**

Reference:

**Title 5 Section 55061 and 55090 et seq.;**  
**ACCJC Accreditation Standard ~~II.A 2~~;**  
**WASC/ACS Criterion 1, Indicator 1.4; and Criterion 4, Indicator 4.1**

1.0 Courses that are designated to fulfill the general education and depth requirements shall meet the following philosophy:

1.1 The awarding of an ~~A~~ssociate degree and/or a ~~B~~achelor's degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. ~~It is~~ to facilitate measurable student learning outcomes in career and technical and liberal arts education. Among these are the ability to think and to communicate clearly and effectively both orally and in writing, to adequately utilize mathematics, to understand the modes of inquiry of the major disciplines, ~~to be aware of other cultures and times, to achieve insights gained through experience in thinking about ethical problems, and,~~ to develop the capacity of self-understanding, and to actively examine ethical problems and values inherent in proposed solutions to major social problems.

1.2 ~~The District may offer baccalaureate degrees. The District's philosophy on general education shall extend to the baccalaureate degree, and the The District's goals for the baccalaureate degree shall also include addressing unmet local and regional workforce needs.~~

3.0 The Chancellor, in consultation with the faculty, as stated in BP/AP 2510, Participation in Local Decision-Making shall establish procedures to assure that courses used to meet general education, ~~A~~ssociate degree, and ~~B~~achelor's degree requirements meet the standards in this policy.

See Administrative Procedure 4025, Philosophy and Criteria for ~~Associate Degrees, and~~ and ~~General Education, and Bachelor's Degree.~~

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** November 23, 2021  
November 28, 2017  
September 14, 2016 Chancellor's Staff  
November 26, 2014 Chancellor's Staff  
August 20, 2008 Chancellor's Staff

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## **BP 5050 Student Success and Support Program**

Reference:

**Education Code Sections 78210, et seq. [and 88682](#);**  
**Title 5, Sections [55500](#), et seq. [and 56300 et seq.](#);**  
**ACCJC Accreditation Standard [II.C.2](#);**  
**WASC/ACS Criterion 7, Indicators 7.1, 7.2, and 7.4**

- 1.0 The District shall provide Student Success and Support Program services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of matriculation is to bring the student and the District into agreement regarding the student's educational goals through the District's established programs, policies, and requirements.
- ~~2.0~~ 2.0 ~~The District shall also operate a provide ongoing coordination, support, and oversight to maintain Mathematics, Engineering, Science Achievement (MESA) Program programs, consistent with Title 5 regulations.~~
- ~~3.0~~ 3.0 The Chancellor shall establish procedures to assure implementation of Student Success and Support Program services that comply with the Title 5 regulations.

See Administrative Procedure 5050, [Student Success and Support Programs](#).

**Date of Adoption:** June 14, 2005

**Date of Last Revision:** September 14, 2016 Chancellor's Staff  
April 22, 2015 Chancellor's Staff  
February 25, 2014  
August 20, 2008 Chancellor's Staff

North Orange County Community College District  
**BOARD POLICY**  
Chapter 3  
General Institution

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## **BP 3518 Child Abuse Reporting**

Reference:

~~Penal Code Sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 601, 647a, and 11164-11174.3;~~ [1164 et seq.](#)

~~Welfare and Institutions Code Sections 300, 318, and 601;~~

~~Family Code Sections 7802, 7807, 7808, 7820, 7829, 7890, and 7892~~

- 1.0 The Chancellor shall establish procedures related to the **statutory** responsibility of employees who, within the scope of employment or in their professional capacity, are required by law to report **known or** suspected abuse or neglect of children **to appropriate authorities.**

See Administrative Procedure 3518, Child Abuse and Reporting.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** February 25, 2020  
August 20, 2008 Chancellor's Staff

## **BP 3520 Local Law Enforcement**

Reference:

**Education Code Sections 67381 and 67381.1;**  
**34 Code of Federal Regulations Section 668.46(b)(4)**

- 1.0 Each campus or center of the District shall enter into a written agreement with local law enforcement agencies. The agreement shall clarify operational responsibilities for investigations of Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault; sexual assaults, including but not limited to rape, forced sodomy, forced oral copulation, rape by foreign object, sexual battery, or threat of any of these; and hate crimes as defined by law, occurring at each location.
  - 1.1 The written agreement shall designate which law enforcement agency shall have operational responsibility for violent crimes, sexual assaults, and hate crimes and delineates the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.
- 2.0 The written agreements required by this policy shall be public records and shall be made available for inspections by members of the public upon request. Written agreements shall be reviewed and updated, if necessary, every five ~~(5)~~ years.
- 3.0 The District encourages accurate and prompt reporting of all crimes to campus security and/or the appropriate ~~police~~ **law enforcement** agencies.

See Administrative Procedure 3520, Local Law Enforcement.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** February 25, 2020  
October 25, 2016

North Orange County Community College District  
**BOARD POLICY**  
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**BP 3550 Drug Free Environment and Drug Prevention Program**

Reference:

[Education Code Sections 66027.3 and 67384 et seq.;](#)  
[Drug Free Schools and Communities Act, 20 U.S. Code Section 1011i;](#)  
~~20 U.S. Code Section 1145g, 34 C.F.R. Sections 86.1, et seq.~~  
[34 Code of Federal Regulations Parts 86.1 et seq.;](#)  
[Drug Free Workplace Act of 1988, 41 U.S. Code Section 8103](#)  
~~41 U.S. Code Section 702~~

- 1.0 The District shall be free from [all unlawful drugs and from](#) the unlawful possession, use, or distribution of illicit drugs **and or** alcohol by students and employees.
  - 1.1 The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in all facilities under the control and use of the District.
  - 1.2 Any student or employee who violates this policy will be subject to sanctions (consistent with local, state, or federal law) up to and including expulsion or termination of employment and referral for prosecution.
- 2.0 The Chancellor shall ~~assure~~ **ensure** that the District distributes annually to each student and employee the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.
- [3.0 The District shall provide educational and preventive information about opioid overdose and information about the use and location of fentanyl test strips and opioid overdose reversal medication to students at all campuses.](#)
- [4.0 The Chancellor shall establish administrative procedures to ~~assure~~ \*\*ensure\*\* that each campus health center stocks drug testing devices, distributes a federally approved opioid overdose reversal medication, participates in the Naloxone Distribution Project, and distributes fentanyl test strips.](#)

See Administrative Procedure 3550, [Drug Free Environment and Drug Prevention Program.](#)

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** March 10, 2009

## **BP 3560 Alcoholic Beverages**

Reference:

**Business and Professions Code Section 25608;  
34 Code of Federal Regulations Part 668.46 (b)**

- 1.0 The Chancellor is authorized to enact procedures as appropriate and permitted by law regarding serving alcoholic beverages on campus or at **fundraising** events ~~held~~ **sponsored by the District or the District's auxiliary organizations**, to benefit non-profit corporations. Alcoholic beverages shall not be served on campus except in accordance with these procedures.
- 1.1 **The District shall be free from unlawful or unapproved possession, use, or distribution of alcohol.**
- 1.2 **The unlawful manufacture, distribution, dispensing, possession, or use of alcohol is prohibited in all facilities under the control and use of the District.**
- 1.3 **Any student or employee who violates this policy will be subject to sanctions (consistent with local, state, or federal law) up to and including expulsion or termination of employment and referral for prosecution.**

See Administrative Procedure 3560, Alcoholic Beverages; Board Policy 3550, Drug-Free Environment and Drug Prevention Program; and Administrative Procedure 3550, Drug-Free Environment and Drug Prevention Program.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** June 23, 2020  
September 20, 2011

## **BP 3600 Auxiliary Organizations**

Reference:

**Education Code Sections 72670 et seq.;**  
**Title 5 Sections 59250 et seq.**

- 1.0 The Board of Trustees may recognize and approve auxiliary organizations established for the purpose of providing to the District any and all supportive services, specialized programs, and functions identified in Title 5.
  - 1.1 The Chancellor shall establish the administrative procedures necessary to fully comply with California law relating to auxiliary organizations, and to submit this policy and those procedures to the Chancellor for the California Community Colleges as required by law. At a minimum, the procedures shall address the subjects required by Title 5.
  - 1.2 Recognition and establishment of auxiliary organizations shall include a public hearing on the recommendation to recognize or establish an auxiliary organization; Board of Trustees approval of the auxiliary organization; and approval of a written agreement between the District and the auxiliary organization describing the services, programs, or functions to be performed. All such written agreements shall comply with the requirements of Title 5 Section 59257(j).
- 2.0 Any auxiliary organization recognized by the Board of Trustees shall conduct its business in accordance with the administrative procedures adopted by the Board pursuant to this policy. Notwithstanding anything contained in the administrative procedures, any auxiliary organization recognized by the Board of Trustees shall comply with Education Code provisions regarding:
  - 2.1 The composition of a board of directors and the way in which it conducts its meetings;
  - 2.2 Conducting an annual audit;
  - 2.3 Employing its work force; and
  - 2.4 Expending and appropriating its funds, and keeping its records.
- 3.0 No funds or resources, other than funds or resources derived from gifts or bequests, shall be transferred by the District to any of its auxiliary organizations for the purpose of either avoiding laws or regulations that constrain community college districts or providing the District with an unfair advantage with respect to any state funding mechanism. Such state funding mechanisms include, but are not limited to, general apportionment funding, capital outlay funding, Extended Opportunity Programs and Services funding, and funding for programs and services for disabled students.

See Administrative Procedure 3600, Auxiliary Organizations.

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**Date of Adoption:** March 23, 2004

**Date of Last Revision:** June 23, 2020

5/22/26 Agenda Items

## **BP 3050 Institutional Code of Ethics**

Reference:

**Government Code Section 89503;**  
**ACCJC Accreditation Standard III.A.133; (consider standards 1 or 4)**  
**WASC/ACS Criterion 2, Indicator 2.1;**  
**ACCCA Statement of Ethics;**  
**ACCJC Policy on Institutional Integrity and Ethics.**

- 1.0 The North Orange County Community College District upholds a written code of professional ethics for all of its personnel.
- 2.0 The Chancellor shall establish appropriate administrative procedures in furtherance of the District's expectation and requirement of ethical conduct by employees in carrying out their duties for the benefit of the institution and the public in compliance with all applicable laws, policies, rules, and regulations. **Such procedures shall ensure that employees treat other members of the District and members of the public with integrity and professionalism and describe how violations of ethics requirements are to be resolved.**
- ~~2.1 Employees shall not have a financial interest in any contract made by the Board of Trustees.~~
- ~~2.3~~**3.0** No employee of the District may participate in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent conflict of interest **as outlined in AP 2710, Conflict of Interest.**
- 4.0 No employee of the District may solicit gratuities, donations, or anything of monetary value from a vendor, contractor, or subcontractor. Also, no employee may accept an unsolicited gratuity, donation, or anything of more than nominal value from a vendor, contractor, or subcontractor.**
- 4.1 Gifts to the District itself to be used in support of the District's educational functions are governed by BP 3820 Gifts and Donations.**
- ~~2.3~~**5.0** Any employees who manage public investments shall not accept, from any single source in any calendar year, any gifts in excess of the prevailing gift limitation specified in law. **A designated employee, as defined in AP 2710 Conflict of Interest, shall not accept gifts from a single source in any calendar year with a total value in excess of the prevailing gift limitation specified in law if the employee would be required to report income or gifts from that source on their statement of economic interests.**

See [Board Policy 2710 Conflict of Interest; Administrative Procedure 2710, Conflict of Interest](#); Board Policy 2715, Board Code of Ethics/Standards of Practice; Administrative Procedure 3050, Institutional Code of Ethics, and Board Policy 4030, Academic Freedom.

**Date of Adoption:** June 22, 2010

**Date of Last Revision:** October 22, 2019  
September 14, 2016 Chancellor's Staff

**BP 4025 Philosophy and Criteria for ~~Associate Degrees,~~ and  
~~General Education,~~ and Bachelor's Degree**

Reference:

Title 5 Section ~~55064~~ 55060 and 55090 et seq.;  
ACCJC Accreditation Standard ~~II.A 2;~~  
WASC/ACS Criterion 1, Indicator 1.4; and Criterion 4, Indicator 4.1

- 1.0 ~~Courses that are designated to fulfill the general education and depth requirements shall meet the following philosophy:~~ The North Orange County Community College District offers associate degrees and baccalaureate degrees to prepare students for the workforce, increase their earning potential, and facilitate their personal growth. These goals are served by a general education curriculum that provides learning experiences designed to develop critical thinking skills, written and oral communication skills, the use of quantitative reasoning, an understanding of the modes of inquiry of the major disciplines, an understanding of other cultures and times, and a capacity for self-discovery.
- 1.1 ~~The awarding of an Associate degree and/or a Bachelor's degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. It is to facilitate measurable student learning outcomes in career and technical and liberal arts education. Among these are the ability to think and to communicate clearly and effectively both orally and in writing, to adequately utilize mathematics, to understand the modes of inquiry of the major disciplines, to be aware of other cultures and times, to achieve insights gained through experience in thinking about ethical problems; and, to develop the capacity of self-understanding. and to actively examine ethical problems and values inherent in proposed solutions to major social problems. The District's goals for the baccalaureate degree shall also include addressing unmet local and regional workforce needs.~~
- ~~1.2 The District may offer baccalaureate degrees. The District's philosophy on general education shall extend to the baccalaureate degree, and the District's goals for the baccalaureate shall include addressing unmet local and regional workforce needs.~~
- 2.0 The Chancellor, in consultation with the faculty, as stated in BP/AP 2510, Participation in Local Decision-Making, shall establish procedures to ~~assure~~ ensure that courses used to meet general education, Associate degree, and Bachelor's degree requirements meet the standards in this policy.

See Administrative Procedure 4025, Philosophy and Criteria for ~~Associate Degrees,~~ and General Education, ~~and Bachelor's Degree.~~

Date of Adoption: June 22, 2004

Date of Last Revision: November 23, 2021

North Orange County Community College District

**BOARD POLICY**

Chapter 4

Academic Affairs

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**BP 4025 Philosophy and Criteria for ~~Associate Degrees, and~~ and  
General Education, ~~and Bachelor's Degree~~**

November 28, 2017

September 14, 2016 Chancellor's Staff

November 26, 2014 Chancellor's Staff

August 20, 2008 Chancellor's Staff

## **BP 5050 Student Success and Support Program**

Reference:

Education Code Sections 78210, et seq. [and 88682](#);  
Title 5, Sections [55500](#), et seq. [and 56300 et seq.](#);  
ACCJC Accreditation Standard ~~II.C.2~~ [2](#);  
WASC/ACS Criterion 7, Indicators 7.1, 7.2, and 7.4

- 1.0 The District shall ~~provide~~ **maintain a** Student Success and Support Program ~~services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of matriculation is to bring the student and the District into agreement regarding the student's educational goals through the District's established programs, policies, and requirements.~~ **to increase student access and success by providing core matriculation services including orientation, assessment and placement, counseling, advising, and other educational planning services necessary to assist students in achieving their educational goal.**
- 2.0** ~~The District shall also operate a~~ **provide ongoing coordination, support, and oversight to maintain Mathematics, Engineering, Science Achievement (MESA) Program** ~~programs to enhance opportunities for students in the science, technology, engineering, and mathematics (STEM) fields and to help improve diversity in the pool of candidates pursuing baccalaureate degrees in STEM majors. consistent with Title 5 regulations.~~
- ~~3.0~~ **2.0** The Chancellor shall establish procedures to ~~assure~~ **ensure that** implementation of **the Student Success and Support Program and MESA programs** ~~services that~~ comply with the **requirements of** Title 5. ~~regulations.~~

See Administrative Procedure 5050, [Student Success and Support Programs](#).

**Date of Adoption:** June 14, 2005

**Date of Last Revision:** September 14, 2016 Chancellor's Staff  
April 22, 2015 Chancellor's Staff  
February 25, 2014  
August 20, 2008 Chancellor's Staff

## **BP 3515 Reporting of Crimes**

Reference:

**Education Code Section 67380**

1.0 The Chancellor shall ~~assure~~ **ensure** that, as required by law, ~~reports are prepared~~ **the District compiles records** of all occurrences reported to campus safety **of, and arrests** for, crimes committed on campus that involve violence, hate violence, theft or destruction of property, ~~weapons violations,~~ illegal drugs, or alcohol intoxication. The Chancellor shall further ~~assure~~ **ensure** that ~~required reports~~ **the District compiles records on all occurrences** of non-criminal acts of hate violence **reported to designated campus authorities.** ~~and information regarding registered sex offenders are prepared. Such reports shall be made available as required by law.~~

**1.1 The compiled information on crimes shall be made available within two business days following the request of any student or employee, or any applicant for admission, or to the media, unless the information requested is by law exempt from disclosure.**

**1.2 The compiled information relating to hate violence shall be reported annually to the Board of Trustees and made available to the public on the District website under guidelines established by the Chancellor and consistent with Education Code Section 67380(a)(5).**

See Administrative Procedure 3515, Reporting of Crimes and Administrative Procedure 3516, Registered Sex Offender Information.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** February 25, 2020

## **BP 3518 Child Abuse Reporting**

Reference:

~~Penal Code Sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 601, 647a, and 11164-11174.3; 11164 et seq.~~  
~~Welfare and Institutions Code Sections 300, 318, and 601;~~  
~~Family Code Sections 7802, 7807, 7808, 7820-7829, 7890, and 7892~~

- 1.0 The Chancellor shall establish procedures related to the responsibility of employees who, within the scope of employment or in their professional capacity, are required by law to report suspected abuse or neglect of children **to appropriate authorities.**

See Administrative Procedure 3518, Child Abuse and Reporting.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** February 25, 2020  
August 20, 2008 Chancellor's Staff

North Orange County Community College District  
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## **BP 3520 Local Law Enforcement**

Reference:

**Education Code Sections 67381 and 67381.1;**  
**34 Code of Federal Regulations Section 668.46(b)(4)**

- 1.0 Each campus or center of the District shall enter into a written agreement with local law enforcement agencies. ~~The agreement shall~~ **to** clarify operational responsibilities for investigations of Part I violent crimes, ~~defined by law as willful homicide, forcible rape, robbery, and aggravated assault;~~ sexual assaults, including but not limited to rape, forced sodomy, forced oral copulation, rape by foreign object, sexual battery, or threat of any of these; and hate crimes ~~as defined by law,~~ occurring at each location.
  - 1.1 The written agreement shall designate which law enforcement agency shall have operational responsibility for **the investigation of** violent crimes, sexual assaults, and hate crimes and delineates the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.
- 2.0 The written agreements required by this policy shall be public records and shall be made available for inspections by members of the public upon request. Written agreements shall be reviewed and updated, if necessary, every five (5) years.
- 3.0 The District encourages accurate and prompt reporting of all crimes to campus security and/or the appropriate police agencies.

See Administrative Procedure 3520, Local Law Enforcement.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** February 25, 2020  
October 25, 2016

North Orange County Community College District  
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**BP 3550 Drug Free Environment and Drug Prevention Program**

Reference:

[Education Code Sections 66027.3 and 67384 et seq.;](#)  
[Drug Free Schools and Communities Act, 20 U.S. Code Section 1011i;](#)  
~~20 U.S. Code Section 1145g, 34 C.F.R. Sections 86.1, et seq.~~  
[34 Code of Federal Regulations Parts 86.1 et seq.;](#)  
[Drug Free Workplace Act of 1988, 41 U.S. Code Section 8103](#)  
~~41 U.S. Code Section 702~~

- 1.0 ~~The District shall be free from [all unlawful drugs and from](#) the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. **The District is committed to maintaining a drug-free workplace and campus environment and to implementing a drug prevention program that meets the requirements of the Drug Free Schools and Communities Act Amendments of 1989.**~~
- 1.1 ~~The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in all facilities under the control and use of the District. **The unlawful possession, use, or distribution of illicit drugs or alcohol by students or employees is prohibited on District property or as part of any of the District's activities.**~~
- 1.2 Any student or employee who violates this policy will be subject to sanctions (consistent with local, state, or federal law) up to and including expulsion or termination of employment and referral for prosecution.
- 1.3 The District shall distribute annually to each student and employee information on the prohibitions of this policy, on the health risks associated with the use of illicit drugs and the abuse of alcohol, and on the availability of drug and alcohol counseling, treatment, and rehabilitation or reentry programs.**
- 1.4 The Chancellor shall ensure compliance with other requirements of the Drug Free Schools and Communities Act Amendments of 1989.**
- ~~2.0 The Chancellor shall assure that the District distributes annually to each student and employee the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.~~
- 2.0 The District shall provide educational and preventive information about opioid overdose and information about the use and location of fentanyl test strips and opioid overdose reversal medication to students at all campuses.**
- 3.0 The Chancellor shall establish administrative procedures to ~~assure~~ ensure that each campus health center stocks drug testing devices, distributes a federally approved opioid overdose reversal medication, participates in the Naloxone Distribution Project, and distributes fentanyl test strips.**

See Administrative Procedure 3550, [Drug Free Environment and Drug Prevention Program](#).

North Orange County Community College District  
**BOARD POLICY**  
Chapter 3  
General Institution

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**BP 3550 Drug Free Environment and Drug Prevention Program**

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** March 10, 2009

## **BP 3560 Alcoholic Beverages**

Reference:

**Business and Professions Code Section 25608;  
34 Code of Federal Regulations Part 668.46 (b)**

- 1.0 The Chancellor is authorized to enact procedures as appropriate and permitted by law regarding serving alcoholic beverages on campus or at fund-raising events ~~held~~ **sponsored by the District or the District's auxiliary organizations**, to benefit non-profit corporations. Alcoholic beverages shall not be served on campus except in accordance with these procedures.
- 2.0 The District shall be free from unlawful or unapproved possession, use, or distribution of alcohol.**
- 3.0 The unlawful manufacture, distribution, dispensing, possession, or use of alcohol is prohibited in all facilities under the control and use of the District.**
- 4.0 Any student or employee who violates this policy will be subject to sanctions (consistent with local, state, or federal law) up to and including expulsion or termination of employment and referral for prosecution.**

See Administrative Procedure 3560, Alcoholic Beverages; Board Policy 3550, Drug-Free Environment and Drug Prevention Program; and Administrative Procedure 3550, Drug-Free Environment and Drug Prevention Program.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** June 23, 2020  
September 20, 2011

## **BP 3600 Auxiliary Organizations**

Reference:

**Education Code Sections 72670 et seq.;**  
**Title 5 Sections 59250 et seq.**

- 1.0 The Board of Trustees may recognize and approve auxiliary organizations established for the purpose of providing to the District any and all supportive services, specialized programs, and functions identified in Title 5.
  - 1.1 The Chancellor shall establish the administrative procedures necessary to fully comply with California law relating to auxiliary organizations, and to submit this policy and those procedures to the Chancellor for the California Community Colleges as required by law. At a minimum, the procedures shall address the subjects required by Title 5.
  - 1.2 Recognition and establishment of auxiliary organizations shall include a public hearing on the recommendation to recognize or establish an auxiliary organization; Board of Trustees approval of the auxiliary organization; and approval of a written agreement between the District and the auxiliary organization describing the services, programs, or functions to be performed. All such written agreements shall comply with the requirements of Title 5 Section 59257(j).
- 2.0 Any auxiliary organization recognized by the Board of Trustees shall conduct its business in accordance with the administrative procedures adopted by the Board pursuant to this policy. Notwithstanding anything contained in the administrative procedures, any auxiliary organization recognized by the Board of Trustees shall comply with Education Code provisions regarding:
  - 2.1 The composition of a board of directors and the way in which it conducts its meetings;
  - 2.2 Conducting an annual audit;
  - 2.3 Employing its work force; and
  - 2.4 Expending and appropriating its funds, and keeping its records.
- 3.0 No funds or resources, other than funds or resources derived from gifts or bequests, shall be transferred by the District to any of its auxiliary organizations for the purpose of either avoiding laws or regulations that constrain community college districts or providing the District with an unfair advantage with respect to any state funding mechanism. Such state funding mechanisms include, but are not limited to, general apportionment funding, capital outlay funding, Extended Opportunity Programs and Services funding, and funding for programs and services for disabled students.

See Administrative Procedure 3600, Auxiliary Organizations.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** June 23, 2020

## **BP 3810 Claims Against the District**

Reference:

**Education Code Section 72502;**  
**Government Code Sections 900 et seq., and 910, and 935**

- 1.0 Any claims against the District for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the Government Code.
- 2.0 Claims must be presented on the District's approved claim form according to this policy and related procedures as a prerequisite to filing suit against the District.
- 3.0 Claims that are subject to the requirements of this policy and related procedures, include the following, to the extent such claims are not governed by other statutes or regulations expressly relating thereto:
  - 3.1 Claims by Public Entities: Claims by the state or by a state department or agency or by another public entity.
  - 3.2 Claims for Fees, Wages, and Allowances: Claims for fees, salaries, or wages, mileage, or other expenses and allowances.
  - 3.3 Claims for Principal or Interest: Claims for principal or interest upon any bonds, notes, warrants, or other evidences of indebtedness.
  - 3.4 Claims Arising Under Contract: Claims for damages, including liquidated damages, arising from any contractual agreement, whether oral or written, express or implied.

Such claims shall further be subject to the provisions of Government Code Sections 945.5 and 945.6 relating to the prohibition of suits in the absence of the presentation of claims and action thereon by the District.

- 4.0 The designated place for services of claims, lawsuits, or other types of legal process upon the District is:

Office of the Vice Chancellor, ~~Finance and Facilities~~ Administrative Services  
North Orange County Community College District  
Anaheim Campus  
1830 W. Romneya Drive  
Anaheim, CA 92801

See Administrative Procedure 3810, Claims Against the District.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** July 28, 2020  
October 11, 2005

## **BP 3820 Gifts and Donations**

Reference:

**Education Code Section 72205**

- 1.0 The Board shall consider all gifts, donations and bequests made to the District. The Board reserves the right to refuse to accept any gift which does not contribute toward the goals of the District, or the ownership of which would have the potential to deplete resources of the District.
- 2.0 The District shall assume no responsibility for appraising the value of gifts made to the District.
- 3.0 Acceptance of a gift shall not be considered endorsement by the District of a product, enterprise, or entity.
- 4.0 In no event shall the District accept donations from any donors when the stated purposes of the donations are for unlawful discriminatory purposes.
- 5.0 Acceptance of donations for scholarships to help historically underrepresented groups shall be reviewed with legal counsel.

See Administrative Procedure 3820.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** August 9, 2017 Chancellor's Staff (Reference only)  
September 25, 2012

## **BP 2365 Recording**

Reference:

**Education Code Section 72121 subdivision (a);  
Government Code Sections 7920.000, et seq., 54953.5 and 54953.6**

- 1.0 Any ~~audio or video~~ recording of an open and public Board meeting made by or at the direction of the Board of Trustees shall be subject to inspection by members of the public in accordance with the California Public Records Act, Government Code Sections 7920.000 et seq. The Chancellor is directed to enact administrative procedures to ensure that any such recordings are maintained for at least thirty (30) days following the audio or video recording.
- 2.0 Persons attending an open and public meeting of the Board of Trustees may, at their own expense, record the proceedings ~~with an audio or video recording or a still or motion picture camera or may broadcast the proceedings~~. However, if the Board of Trustees finds by a majority vote that the recording or broadcast cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a persistent disruption of the proceedings, any such person shall be directed by the President of the Board of Trustees to stop the recording or broadcast.

See Board Policy 2310, Regular Meetings of the Board; Board Policy and Administrative Procedure 2320, Special and Emergency Meetings; Board Policy and Administrative Procedure 2340, Agendas; Board Policy and Administrative Procedure 2345, Public Participation at Board Meetings; Board Policy and Administrative Procedure 2350, Speakers; Board Policy and Administrative Procedure 2360, Minutes; Administrative Procedure 2365, Recording; and Board Policy and Administrative Procedure 3300, Public Records

**Date of Adoption:** June 24, 2003

**Date of Last Revision:** March 25, 2025  
May 14, 2019  
February 26, 2013

## **BP 2710 Conflict of Interest**

Reference:

**Government Code Sections 1090 et seq., 1126, and 87200 et seq.;**  
**Title 2 Sections 18700 et seq.**

- 1.0 Board members and designated employees shall not have a financial interest in any contract made by them in their official capacity, or by any body or board of which they are members.
- 2.0 A Board member shall not be considered to have a financial interest in a contract if their interest is limited to those interests defined as remote under Government Code Section 1091 or is limited to interests defined by Government Code Section 1091.5.
- 3.0 A Board member who has a remote interest in any contract considered by the Board of Trustees shall disclose their interest during a Board meeting and have the disclosure noted in the official Board minutes. The Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract.
- 4.0 A Board member shall not engage in any employment or activity for compensation that is inconsistent with, incompatible with, in conflict with, or inimical (as defined in Government Code Section 1126) to their duties as an officer of the District. A Board member shall not simultaneously hold two public offices that are incompatible.
- 5.0 Upon leaving the Board of Trustees, former members shall not, for a period of one year, act as an attorney, agent, or otherwise represent, for compensation, any other person by appearing before the Board, or by communicating to the Board, a committee, a Trustee, or to an officer or employee, if the appearance or communication is made for the purpose of influencing administrative or legislative action. (Government Code Section 87406.3)
- 6.0 In compliance with law and regulation, the Chancellor shall establish administrative procedures to provide for disclosure of investments, interests in real property, ~~and income,~~ and arrangements for prospective employment of Board members who may be affected by their official actions, and prevent members from making or participating in the making of Board decisions which may foreseeably have a material effect on their financial interest.
  - 6.1 Board members shall file statements of economic interest with the filing officer identified by the administrative procedures. Statements of economic interest shall include disclosure of arrangements for prospective employment.
- 7.0 Board members are encouraged to seek counsel from the District's legal advisor, per Administrative Procedure 6364, Coordination and Direction of Legal Services, in every case where any question arises.

See Board Policy 2200, Board Duties and Responsibilities; Administrative Procedure 2710, Conflict of Interest; Board Policy and Administrative Procedure 2715, Code of Ethics/Standards of Practice; Board Policy 2716, Board Political Activity; Board Policy, 2717, Personal Use of Public Resources; and Board Policy and Administrative Procedure 3050, Institutional Code of Ethics.

**Date of Adoption:** June 24, 2003

**BP 2710 Conflict of Interest**

**Date of Last Revision:** April 22, 2025  
September 10, 2019  
July 25, 2006

PROPOSED

## **BP 3250 Institutional Planning**

Reference:

**Title 5, Sections 51008, ~~51010~~, 51026, 51027, 53003, 54220, 55080, 55190, 55250, 55510, and 56270 et seq.;**  
**ACCJC Accreditation Standards 1.4 and 3.5;**  
**WASC/ACS Criterion 1, Indicator 1.6 and Criterion 10, Indicators 10.1 and 10.5**

- 1.0 The Chancellor shall ensure that the District has and implements a broad-based comprehensive, systematic, and integrated system of planning that involves appropriate segments of the college community and is supported by institutional effectiveness research.
  - 1.1 The planning system shall include plans required by law, including, but not limited to:
    - 1.1.1 Long-range Educational or Academic Master Plan
    - 1.1.2 Facilities Plan
    - 1.1.3 Equal Employment Opportunity Plan
    - 1.1.4 Student Equity and Success Plan
- 2.0 The Chancellor shall submit to the Board of Trustees those plans for which Board approval is required by Title 5.
- 3.0 The Chancellor shall inform the Board of Trustees about the status of planning and the various plans.
- 4.0 The Chancellor shall ensure the Board of Trustees has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

See Administrative Procedure 3250, Institutional Planning.

**Date of Adoption:** March 23, 2004

**Date of Last Revision:** January 28, 2025  
October 22, 2019  
September 14, 2016 Chancellors' Staff  
November 26, 2014, Chancellor's Staff  
February 25, 2014  
November 12, 2008 Chancellor's Staff

## **BP 5400 Associated Students Organization**

Reference:

**Education Code Section 76060;**  
**[Government Code Section 54953.8.5](#)**

- 1.0 The students of the District are authorized to organize student body associations. The Board **[of Trustees](#)** hereby recognizes those associations as the Fullerton College Associated Students and the Cypress College Associated Students.
- 2.0 The Associated Students organization is recognized as the official voice for the students in District and college decision-making processes. It may conduct other activities as approved by the Chancellor or designee. The Associated Students activities shall not conflict with the authority or responsibility of the Board **[of Trustees](#)** or its officers or employees.
- 3.0 The Associated Students organization shall conduct itself in accordance with state laws and regulations and administrative procedures established by the Chancellor or designee.
- [4.0](#)** **[The Board of Trustees may authorize eligible community college student organizations to use teleconferencing pursuant to state law.](#)**
- ~~4~~**[5.0](#)** The Associated Students shall be granted the use of District premises subject to such administrative procedures as may be established by the Chancellor or designee. Such use shall not be construed as transferring ownership or control of the premises.
- ~~5~~**[6.0](#)** Student clubs and organizations operate under the auspices of the Associated Students.
- ~~6~~**[7.0](#)** The Associated Students organization operates under the auspices of a designated college department at each campus.

See Administrative Procedure 5400, **[Associated Students Organization.](#)**

**Date of Adoption:** June 14, 2005