



## Board of Trustees – Policy Review Committee

**June 26, 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 May 22, 2026 Meeting Minutes.....Action
3. BP 3600, Auxiliary Organizations .....Action
4. BP 3810, Claims Against the District .....Action
5. BP 3820, Gifts and Donations .....Action
6. BP 2365, Recording.....Action
7. BP 2710, Conflict of Interest.....Action
8. BP 3250, Institutional Planning.....Action
9. BP 5400, Associated Students Organization .....Action
10. Other

**Draft Minutes**

**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**

1) Call to Order at 3:08pm:

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 April 24, 2026 Meeting Minutes:

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

3) Committee Meeting Schedule

Some revised dates; remaining 2026 meeting schedule will now be: June 26, July 31, August 28, September 25, October 30, and December 4.

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

4) BP 3050

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 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.

6) BP 5050

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 3515

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 3518

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 3520

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 3600

No changes.

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

13) BP 3810

No changes.

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

14) BP 3820

No changes.

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

15a) BP 2365

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

Bring back to the committee for a second read.

15b) BP 2710

No changes.

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

15c) BP 3250

No changes.

Bring back to the committee as is for second read.

Note: Ed Lopez will look at the relevant Ed Code section/Title 5.

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

15d) BP 5400

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.

Note: Consider how NOCE is different because they are not a part of Associated Students

16 Other

None

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

## **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<sub>i</sub>**

**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~~**76.0** 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