

# **APs? BPs? What are these?**

Updated 2/20/2020

---

**Presentation Developed By:**

**Christopher J. Howerton, M.A., Ed.S.**

**WCC Academic Senate President**

# Goals for this Presentation

---

- Know the difference between BPs and APs
- How to find our YCCD BPs and APs and how are they organized.
- How these policies and procedures are developed/revised

# What are BPs and APs?

---

- **BP = Board Policy**

- Board policy is the voice of the Governing Board and defines the general goals and acceptable practices for the operation of the District.
  - Implements federal and state laws and regulations
  - Through these policies the Board delegates authority to and through the Chancellor to administer the District

- **AP = Administrative Procedure**

# What are BPs and APs?

---

- BP = Board Policy
- **AP = Administrative Procedure**
  - Administrative Procedures implement Board policy, laws, and regulations.
  - These address how the general goals of the District are achieved and defined operations of the District
  - These include details of policy implementation, responsibility, accountability, and standards of practice.
  - *Note that YCCD AP numbers align with corresponding BP numbers*
  - Procedures do not require Governing Board Action

# BOARD OF TRUSTEES

HOME > BOARD OF TRUSTEES

## Yuba Community College District Vision Statement

The vision of the Yuba Community College District Board of Trustees is to ensure student success by:

- Providing an innovative, world-class learning environment;
- Building and maintaining an atmosphere of trust within the college district and with our communities;
- Developing and maintaining programs and facilities that best meet the needs of our students and communities;
- Stewarding resources strategically to meet the diverse needs of our communities and region;
- Providing educational, economic, cultural, and civic leadership for our communities and region.

## Board of Trustees' Values (Adopted 2014)

Knowledge	Respect / Mutual Trust
Stewardship	Student Success
Culture	Openness
Honesty	Courage

## YCCD Board of Trustees Meetings and Minutes

### Board of Trustees

Administrative Procedures

Board Policies

Chancellor

Deferred Action for Childhood Arrivals

General Information

Governing Board Members

Measure Q Bond

Student Trustee

Vision Statement

YCCD Area Maps

**HERE!**

Where do you find the current and active Board Policies and Administrative Procedures?

- All YCCD Board Policies and Administrative Procedures are located in Board Docs

The screenshot shows a web browser window with the URL [go.boarddocs.com/ca/yccd/board.nsf/public](http://go.boarddocs.com/ca/yccd/board.nsf/public). The page header includes the address "425 Plumas Blvd., Suite 200 | Yuba City, CA 95991 | Ph: (530) 741-6972 | Yuba Community College District" and a navigation menu with "FEATURED", "MEETINGS", "POLICIES", and "LIBRARY". A red circle highlights the navigation menu. The main content area features the YCCD logo, the title "Yuba Community College District", and the subtitle "Board of Trustees eGovernance Site". Below this is a welcome message and a paragraph stating the district's commitment to diversity and sustainability. The page also includes a list of meetings and a list of documents.

YCCD  
YUBA COMMUNITY  
COLLEGE DISTRICT

## Yuba Community College District

Board of Trustees eGovernance Site

WELCOME to the Yuba Community College District Governing Board eGovernance site.

The Yuba Community College District Board of Trustees is committed to the values and principles of diversity, to maintaining high ethical standards and to promoting sustainability efforts throughout the district.

~  
Dr. Douglas B. Houston, Chancellor

The Board agenda is posted 72 hours prior to each Regular meeting of the Board and 24 hours prior to each Special meeting.

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. Section

### Meetings

- Thursday, February 20, 2020  
DCAS Meeting  
District - DCAS
- Thursday, February 20, 2020  
Yuba College Academic Senate  
YC - Academic Senate

### Documents

- YCCD Governing Board Resolution Committing to the Board of Governor's Vision for Success Goals - August 9, 2018
- YCCD Conflict of Interest Code
- BoardDocs Instructions
- YCCD Governing Board Measures of Student Success
- 2020 Board of Trustee Meetings Calendar

Show all 7

- All YCCD Board Policies and Administrative Procedures are organized by the following 7 Chapters.



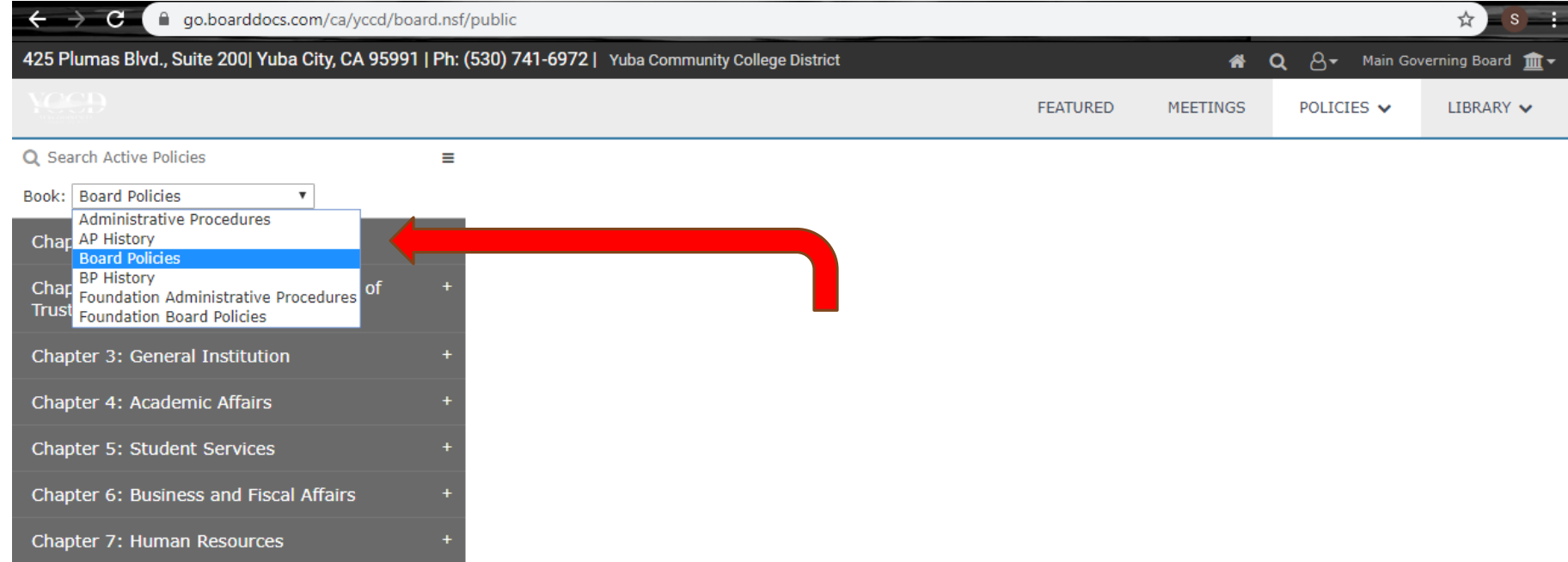
- YCCD has numbered our polices and procedures to conform with the Community College League of California (CCLC)

The screenshot shows the website go.boarddocs.com/ca/yccd/board.nsf/public. The header includes the YCCD logo and navigation links for FEATURES, MEETINGS, POLICIES, and LIBRARY. A search bar for 'Search Active Policies' is present, along with a 'Book:' dropdown menu set to 'Board Policies'. A list of 7 chapters is displayed, each with a plus sign to its right. A red circle highlights the 'POLICIES' dropdown menu, which shows 'Active' and 'Draft' options.

Chapter	Icon
Chapter 1: The District	+
Chapter 2: The District and The Board of Trustees	+
Chapter 3: General Institution	+
Chapter 4: Academic Affairs	+
Chapter 5: Student Services	+
Chapter 6: Business and Fiscal Affairs	+
Chapter 7: Human Resources	+

- You can select from the dropdown menu the following:

- AP
- AP History
- BP
- BP History
- Foundation AP
- Foundation BP



- **REMEMBER:** YCCD has numbered our polices and procedures to conform with the Community College League of California (CCLC)



# Let's explore!

---

<https://go.boarddocs.com/ca/yccd/board.nsf/public>

# Revisions/Creation of BPs and APs

---

- Depending on the BP/AP, different processes may happen for the creation and revision of these documents.
- BPs and APs that are considered within the 10 + 1 are handled differently than others that do not fall under Senate purview. **(Yes there's a BP on this!)**
  - [YCCD BP 2510](#) – Participation in Local Decision-Making
    - 1-3 = “relies primarily upon the advice and judgement of the Academic Senates”
    - 4-10 = “mutual agreement” with senate and Board (designee) representatives
- All District BPs and APs must be reviewed regularly

# Revisions/Creation of BPs and APs

---

## If 10+1

- Discussed/developed/debated in DCAS
- Includes both YC and WCC Senates; YC and WCC Administration; and District representation
  - If a “1-3” voted by YC and WCC Senates and District Representative
  - If a “4-10+1) then voted by YC and WCC Senates, District Representatives, AND YC WCC Administration

## If not 10+1

- Discussed/developed/debated in a various areas as appropriate.
- Shared in DC3 (includes representations from district, ft-faculty, pt-faculty, classified staff, administration from YC and WCC, and YC and WCC Senates)

# Types of Revision

---

- Revisions and creation of BPs and APs can happen at any time during the academic year (especially if there is an emerging issues that needs attention)
- Revisions could be legally required changes, local/permissible changes, and/or revisions by the Senates.
  - Often times language suggestion for legal required changes come from the CCLC for consideration.

**ANY QUESTIONS?**



memegenerator.net