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Classifications/Categories	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
The District				
The South Orange County Community College District	1100		100	
Missions	1200		101	
Board of Trustees				
Board Membership	2010		103	
Student Member of the Board of Trustees	2015	2015	104	104.1
Board Elections	2100		106	
Student Trustee Election Procedures	2105	2105	104	104.2
Vacancies on the Board	2110	2110	108	108
Duties & Responsibilities of the Board of Trustees	2200		112	
Officers	2210			
Committees of the Board	2220		118	
Organization of the Governing Board	2305		105	
Regular Meetings of the Board	2310		120	
Closed Sessions	2315		122	
Special and Emergency Meetings	2320	2320	124	124
Meeting Procedures, Quorum, and Voting	2330		126	
Board Agendas	2340	2340	128	
Public Participation at Board Meetings	2345		130	
Speakers	2350		132	
Decorum	2355		134	
Minutes of the Board of Trustee Meetings	2360	2360	136	136
Recording of the Board of Trustee Meetings	2365	2365	138	
Board Policy and Administrative Regulation Development	2410	2410	107	107
Delegation of Authority to Chancellor	2430		2100, 2101	
Recruitment: Chancellor	2431		4011.6	4011.6
Chancellor Succession	2432		146	
Evaluation of the Chancellor	2435		148	
(Local) Student Participation in Governance	2510	2510	2100.1, 2100.2, 4056, 5627	4056
Presentation of Initial Collective Bargaining Proposals	2610	2610	152	152
Conflict of Interest	2710	2710	154	154
Conflict of Interest Code		2710, 2712	4000.9	4000.9
Code of Ethics - Standards of Practice	2715		110	
Political Activity of Board Members	2716		158	
Communications Among Board Members	2720		162	
Board Member Compensation	2725		164	
Health Benefits - Board Members	2730		166	
Board Member Travel	2735		168	
Board Education	2740		109	
Board Self Evaluation	2745		172	
Board Member Absence from the State	2750		170	
ITEMS BELOW DO NOT HAVE CORRESPONDING DISTRICT BP/AR				
Term Limits	2130		N/A	
Personal Use of Public Resources	2717			
Distribution of Tickets or Passes		2714		
ITEMS BELOW DO NOT HAVE CORRESPONDING CCLC NO. - Numbers have been assigned				
Native American Graves and Repatriation Act*	6601		1510	
Recognition of United States and California Flags*	3951		2102	
HIPAA/CMIA Privacy*	3953			2210

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General Institution	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD BP
Institutional Code of Ethics		3050	4001	4001
Institutional Code of Conduct		3050	4040	4040
Administration Organization	3100	3100	2001	
Accreditation	3200	3200	5520	
Institutional Planning	3250	3250	2120	2120
Grants and Sponsored Projects	3280	3280	3280	3280
Public Records	3300	3300	3004	3004
Record Retention and Destruction	3310	3310	3310	3310
Nondiscrimination	3410	3410	3410	5413
Equal Employment Opportunity	3420	3420	4000.4	
Americans with Disabilities Act			3425	
Unlawful Harassment and Discrimination Prevention and		3430,3433,		
Complaints	3430	3434,3435	4500	4500
Service Animals	3440	3440	3440	3440
Campus Security and Access	3501	3501	3501	3501
Emergency Operations Plan	3505	3505	3453	3453
Workplace Violence	3510	3510	4050	4050
Reporting of Crimes and/or Safety Concerns and				
Notification Protocols	3515	3515	3515	3515
Child Abuse Reporting	3518	3518	4017	4017
Local Law Enforcement	3520	3520	3420	
Campus Police and Safety Services	3500		3502	
Weapons on Campus	3530	3530	2125	2125
Sexual and Other Assaults on Campus	3540	3540	5404	5404
Drug-Free Environment and Drug and Alcohol Prevention				
Program	3550	3550	4016	4016
Alcoholic Beverages	3560	3560	1900	1900
Smoke and Tobacco Free District	3570	3570	2150	2150
Auxiliary Organizations, Including Foundations	3600	3600	3610	3610
Electronic Communications	3720, 3725	3720, 3725	4014	4014
Information Security Program Overview		3720		3725
Information Security - Data Classification				3726
Information Security - Access Control				3727
Information Security -Physical Security				3728
Information Security - Logging and Monitoring				3729
Information Security - Remote Access				3730
Internally Developed Systems Change Control				3731
Information Security - Security Incident Response				3732
Information Security - Secure Operations				3733
Information Security - Network Security				3734
Information Security - Disaster Recovery				3735
Information Security - Cloud Storage				3736
Claims Against the District	3810	3810	3500	3500
Gifts, Donations, and Bequests	3820		3300	
Speech and Advocacy	3900	3900	1300	1300

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ITEMS BELOW DO NOT HAVE CORRESPONDING DISTRICT BP/AR				
<i>Institutional Effectiveness</i>	3225	3225	N/A - going to combine with 3220 Planning	
Immigration Enforcement Activities		3415		
<i>Missing Student Notification (Student Housing-Related)</i>	3503	3503	N/A	N/A
Registered Sex Offender Information		3516		
<i>Securing of Copyright</i>	3710	3710	N/A - these are addressed within the FA CBA	
<i>Intellectual Property</i>	3715	3715		
<i>Personal Data Protection</i>		3800		N/A
ITEMS BELOW DO NOT HAVE CORRESPONDING CCLC NO. - Numbers have been assigned				
Vandalism*	3516		3400	
Animals or Pets on Campus*	3441		3401	
Safety and Health*	3502		3451	
Classroom Supervision for Apportionment*	N/A - recommending deletion		3460	
Public Safety Camera System*	3508	3508	3508	3508
Unmanned Aircraft Systems*	3950	3950	3950	3950

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Classifications/Categories	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
Academic Affairs	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
Academic Calendar	4010	4010	4306	4306
Curriculum	4020		6100	
Instructional Program Review		4020		6100(b)
Program Discontinuance		4021	6100	
Course Approval (Stand Alone Credit Courses)		4022		6106
Associate Degree Requirements	4025	4025	5600	5600
Academic Freedom	4030		6120	
Selection of Library Materials	4040		6132	
Articulation of Courses and Programs	4050	4050	6110	6110
Auditing Courses	4070	4070	5610	N/A
Graduation Requirements for Degrees and Certificates of Achievement	4100	4100	6106	
Independent Study		4101	5626	5626
Career and Technical Educational Program Advisory Committees		4102	6180	6180
Contract Education		4104	6114	6114
Distance Education		4105		6112
Nursing Program	4106	4106		4106
Honorary Degrees	4110	4110	6200	6200
Basic Skills Courses		4222		5630
Standards of Scholarship	4220		5300, 5300.5	5300, 5300.5
		4225, 4227, 4228,		
Course Repetition and Repeatable Courses	4225	4229	5301	5301
Multiple & Overlapping Enrollments	4226		5617	
Grading and Academic Record Symbols Policy	4230		5300	
Academic Record Symbols and Grade Point Average		4230		5300
Grade Changes	4231	4231	5300.5	5300.5
Credit By Examination - Post Secondary Specific Course Credit	4235	4235	5618	5618
Advanced Placement Examination Program		4236	5619	
Academic Renewal	4240	4240	6122	6122
Probation, Dismissal and Readmission	4250	4250	5300	5300
Prerequisites, Corequisites and Advisories Policy	4260		6105	
Prerequisites, Corequisites, Advisories and Limitations on Enrollments		4260		6105
Field Trips, Excursions, and Field Study Courses	4300	4300	6125	6125
Community Education Programs	4400		6115	
Student News Media		4500	5500	
Instructional Service Agreements		4610		5430
ITEMS BELOW DO NOT HAVE CORRESPONDING DISTRICT BP/AR				
Delineation of Functions Agreement	4060		4060	
Work Experience		4103		
ITEMS BELOW DO NOT HAVE CORRESPONDING CCLC NO. - Numbers have been assigned				
Certificate Programs*	4027		5601	
College Level Examination Program*	4235		5620	
Textbook Adoption*	4031		6130	
Library - User Fees*	4041		6135	
College Speakers*	4601 or 5900		6140	
Study Abroad Programs*	4351	4351	6150	6150
Final Examinations*	4109		6160	

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Classifications/Categories	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
Student Services	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
Admissions	5010	5010	5604	5604
Admission of Concurrently Enrolled K-12 Students		5011		5011
International Students		5012		5604
Students in the Military		5013	5013	5013
Residence Determination	5015	5015	5605	5605
Nonresident Student Tuition	5020	5020	5607	5607
Student Fees	5030		5030	
Student Fee Refunds	5030	5030	5608	5608
Transcripts	5030		5613	
Instructional and Course Materials Fees Policy		5031	3700	
Withholding of Student Records	5035	5040	5407	
Student Records: Compliance with Family Educational Rights and Privacy Act (FERPA)		5040		
	5040	5045	5615	5615
Student Success and Support Program	5050	5050	5050	5050
Open Enrollment	5052	5052	5611	5611
Enrollment Priorities	5055	5055	5210	5210
Attendance		5070	5616	5616
Adds and Drops		5075		5075
Counseling	5110	5110	5110	
Transfer Center	5120	5120	5515	5515
Financial Aid	5130	5130	5130	5130
Disabled Students Programs and Services	5140		5140	
Accommodations for Students with Disabilities	5140	5140	5506	5506
Extended Opportunity Programs and Services	5150	5150	5150	5150
Student Health Services	5200	5200	5200	5200
Student Accident Insurance	5205		5510	
Communicable Disease	5210	5210		5645
Shower Facilities for Homeless Students	5220	5220	5220	5220
Student Equity	5300	5300	5410	5410
Associated Students' Organization	5400	5400	5240	5240
Associated Students' Elections	5410	5410	5403	
Associated Students' Finance	5420	5420	5420	5420
Standards of Student Conduct	5500	5500	5401	5401
Student Organizations at Off-Campus Locations	5510	5510	3517	3517
Student Discipline		5520	5401	5401
Grade Grievance		5530		5505
Voter Registration		5610		5635
Intercollegiate Athletics	5700		5700	5700
Prevention of Identity Theft in Student Financial Transactions	5800	5800	5800	
ITEMS BELOW DO NOT HAVE CORRESPONDING DISTRICT BP/AR				
Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information		5017		
Student Credit Card Solicitation		5570		
ITEMS BELOW DO NOT HAVE CORRESPONDING CCLC NO.				
<i>Charge for Catalog*</i>	N/A - recommend deletion			5205

Classifications/Categories	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
Business and Fiscal Affairs	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
Delegation of Authority	6100	6100	3001	3001
Designation of Authorized Signatures	6150	6150	3005	3005
Budget Preparation	6200	6200	3100	3100
Budget Management	6250	6250	3101	3101
Fiscal Management	6300	6300	3103	3103
Investment Policy	6320	6320	3102	3102
Payroll Period for Personnel		6325	4207	
Purchasing, Contracts, and Bids	6330, 6340	6330, 6340	3200	3200
Bids and Contracts Utilizing CUPCCAA		6345		3202
Contracts - Construction		6350		3202
Contracts - Electronic Systems and Materials		6360		3200
Contracts - Accessibility of Information Technology		6365		3733
Contracts - Personal Services		6370		3200
Audits	6400	6400	3002	3002
Employee Phone Allowance	6450	6450	3340	3340
Real Property Management	6500	6500	3101.6	3101.6
Security for District Property	6520		3206	
District Driver and Vehicle Use Policy		6530		3207
Insurance	6540	6540	3205	3205
Disposition of District Property	6550	6550	3600	3600
Capital Construction	6600	6600	3201	3201
Naming of College Facilities	6620		1500	
Civic Center and Other Facilities Use	6700	6700	1311	1311
Traffic and Parking Regulations	6750	6750	3450	3450
Removal of Hazardous Waste		6850		3801
College Bookstores	6900		3811	
Alcohol and Controlled Substances Testing		6950	4018	
ITEMS BELOW DO NOT HAVE CORRESPONDING DISTRICT BP/AR				
<i>Debt Issuance and Management</i>	6307	6307	N/A	N/A
<i>Job Order Contracts</i>		6355	N/A	N/A
<i>Citizens Oversight Committee</i>	6740	6740	N/A	N/A
Occupational Safety	6800	6800		
<i>Housing</i>	6910	6910	N/A	N/A
ITEMS BELOW DO NOT HAVE CORRESPONDING CCLC NO. - Numbers have been assigned				
Fiduciary Responsibilities and Ethics*		6302	3003	
Sustainability*	6601	6601	3006	3006
Cash Handling*	6321	6321	3007	3007
Internal Audit*	6401	6401	3009	3009
Fiscally Accountable*	6301	6301	3104	3104
Petty Cash Fund*		6322		3105
Basic Aid Funds Allocation Process*	6210	6210	3110	3110
Drivers for District-Sponsored Activities*		6501	3207	
Institutional Membership in Organizations*		6303	3220	3220
Lost Money or Property*	6541	6541	3510	3510
Refreshments and Meals at District Functions*	6304	6304	3520	3520
Compliance with Payment Card Industry Data Security Standards*	3730		3530	

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Classifications/Categories	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
Human Resources	CCLC BP	CCLC AP	SOCCCD BP	SOCCCD AR
Commitment to Diversity	7100	7100	4010	
Authorization for Employment	7110		4000	
Job Specifications and Authorized Positions	7110	7110	4002	4002
Recruitment: Full-Time Faculty Hiring	7120	7120, 7125, 7126	4011.1, 4013	4011.1
Recruitment Part-Time Faculty Hiring	7120	7212		4225
Recruitment: Classified Staff	7120	7120, 7230	4011.3, 4013	4011.3
Recruitment: Chancellor	7120	7120	4011.6, 4013	4011.6
Duties and Responsibilities of the Faculty	7120		4309	
Compensation	7130		4076	
Faculty Salary Classification Changes and Initial Classification Placement	7130	7211	4101.1	
Salary Schedule Placement for Management Personnel and Classified Bargaining Unit Employees	7130	7130	4102	4102
Academic Ranking	7130		4119	
Public Notice - Collective Bargaining	7140		4004	
Academic Administrators and Classified Managers Personnel Files		7145	4012	
Evaluation of Management Personnel		7150	4090	4090
Professional Development and Growth	7160		4161	
Professional Growth and Development Leave for Administrators and Classified Management Personnel	7160	7160	4111	4111
Academic Assignments for Management Team	7210	7210	4022	
Reclassification of Classified Personnel		7232	4201.4	
Substitute Classified Employees	7230	7236	4220	4220
Administrator Retreat Rights	7250		4091	4091
Designated Administrators and Classified Management Personnel	7250		4020	
Student Help Hourly Rates		7270		4215
Classified Managers	7260		4021	
Anti-Nepotism	7310	7310	4003	
Communicable Diseases Assessment	7330	7330	4006	4006
Health Examinations	7335	7335	4007	4007
Certification of Freedom from Tuberculosis	7330	7336	4009	4009
Fingerprinting of Personnel		7337	4008	
Personal Leave (With Loss of Pay)	7340		4075	
Industrial Accident or Illness Leave		7343	4078	4078
Transfer of Sick Leave for Academic Personnel	7340		4109	
Transfer of Sick Leave For Classified Personnel	7340		4202	
Attendance/Absence Reporting Procedures- Faculty	7340	7344		4110(a)
Catastrophic Leave: Employees	7345	7345	4345	4345
Sick Leave for Management Personnel	7340	7344	4203	4203
Bereavement Leave for Management Personnel	7340	7340	4079	4079
Parental Leave for Management Personnel	7340		4113	
Personal Necessity Leave for Administrators and Classified Management Personnel	7340	7340	4080	4080
Vacation Leave for Management Personnel	7340		4083	
Family Medical Leave for Administrators and Classified Management Personnel	7340	7347	4117	
Medical Benefits for Management Personnel While on Leave	7340		4082	

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Reasonable Accommodations for Employees/Applicants		7348	4015	4015
Lactation Accommodations for Employees		7348		4240
Disciplinary Action of Classified Personnel	7365	7365	4205	
Re-Employment of Classified Personnel		7366	4204	
Political Activity of Employees	7370	7370	4054	
Retiree Health Benefits-Academic Employees	7380	7380	4211	
Payroll Deductions	7385	7385	4081	
Travel	7400	7400	3605	3605
Volunteer Assistance		7500	4030	4030
Domestic Partners	7510		4072	
College (Police Departments or Campus Safety)	7600	7600	3502	
Whistleblower Protection	7700	7700	4700	4700
ITEMS BELOW DO NOT HAVE CORRESPONDING DISTRICT BP/AR				
Academic Employees - Probationary Contract Faculty		7215		
Claims for Work Out of Classification		7233		
Employees Called to Military Duty		7346		
Resignations	7350			
ITEMS BELOW DO NOT HAVE CORRESPONDING CCLC NO. - Numbers have been assigned				
Employment Procedures for Administrators and Managers*	7122		4011	
Confidentiality and Conflicts of Interest in Hiring*	7121		4013	
Elder and Dependent Adult Abuse Reporting*	3519	3519	4019	4019
Academic and Business Hours for District and College Facilities*	3101		4055	
Faculty Reassigned Time and Stipends*	7219		4073	
Excused Absence (Without Loss of Pay)*	7290		4077	
Salary Schedules and Annual Step Increments for Management Personnel*	7251		4101	
Change in Position of Personnel Into and Within Management*	7252		4201	
Work Week/Shift Designation- Classified Staff*		7239		4206
Employee Outstanding Service Awards*	7850		4210	
Retirement Benefits for Administrators and Classified Management Personnel*	7382		4211	
Duties and Responsibilities of the Department / Academic Chair*	7218		4310	
Enrollment Fee Reimbursement for Eligible Employees*	7165	7165	4420	4420