



**CHANCELLOR'S ADVISORY COUNCIL**  
**Meeting Summary**  
**March 14, 2014**

(Note: The physical meeting was cancelled and an electronic vote conducted on the board policies and administrative procedures referenced herein.)

**I. Policies and Procedures**

On March 6, 2014, proposed new and revised board policies (BP) and administrative procedures (AP) were distributed to the Chancellor's Advisory Council by email for review. Council members were asked to identify any items requiring further discussion by March 14, 2014.

Rich expressed a concern that the following change to BP 2735 (formerly 2620) Board of Trustees Travel may be too subjective as it removes the requirement for tacit or formal Board approval: "Members of the Board shall have travel expenses paid whenever they travel as representatives of and perform services ~~directed by~~ on behalf of the Board." After verifying that the original language was derived directly from the Education Code, Linda agreed that "directed by" should be retained.

Regarding BP 2740 Board Education, Rich indicated that the text of the draft is confusing and too complex, but Linda advised that the language mirrors that of Government Code Section 1064.

Rich offered to proof and edit AP 5075 (formerly AP 5003) Course Drops and Withdrawals. He recommended that language in the related policy, BP 5075 (formerly BP 6126), be clarified with the phrase "students may withdraw from a class at any time between 20 percent and 75 percent of the period during which the class meets" and that the use of % or percent be consistent throughout the policy. Linda accepted Rich's offer to edit the administrative procedure and indicated that the Academic and Professional Matters Committee would be asked to review both the policy and procedure again.

The following new and revised policies and procedures were approved by consensus:

BP 2306 (formerly 9121) Representative to Vote for County Committee  
BP 2730 (formerly 9140) Board Member Health Benefits  
BP 2735 (formerly 2620) Board of Trustees Travel (with revision indicated above)  
BP 2740 Board Education  
BP 2745 (formerly 9300) Board Self-Evaluation  
BP 2750 Board Member Absence from the State  
BP/AP 4225 (formerly 6124) Course Repetition

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BP 6401 (formerly 9123) Audit and Finance Committee  
BP/AP 6601 (formerly 1115) Neighborhood Outreach

The new and revised policies will be presented to the Board of Trustees for approval.