



**SBVC Academic Senate Legislative Committee Report
October 16, 2024**

A. PPAC 9/19/24 Meeting Events

1. 2024-2025 PPAC Annual Review List Approved
2. 7250 Educational Administrators and 7340 Leaves –10+1 Designation Removed
3. 5500 Standards of Student Conduct- Level 3 Academic Senate Input reviewed. Will move to BoT approval on 10/10/24

B. Next PPAC Meeting 10/17/24 Agenda Topics

1. Review of Final Input from Academic Senate - Level 3 (5/15/24 AS Agenda, 11/14/24 BoT Agenda first read)
 - a. 5075 Course Adds, Drops, and Withdrawals
 - i. Academic Senate voted unanimously on 5/15/24 to approve changes
2. Review of Feedback from Constituents and Initial Input from Academic Senate - Level 3 (10/2/16 and 10/16/24 AS Agenda, 11/21/24 PPAC Agenda for first final AS input)
 - a. 4300 Field Trips and Excursions
3. Feedback from Constituents and Academic Senate - Level 2 (10/2/16 and 10/16/24 AS Agenda, 11/14/24 BoT Agenda first read)
 - a. 3720 Computer and Network Use
 - b. 3725 Information and Communications Technology Accessibility & Acceptable Use
 - c. 3726 Information Security Data Classification
 - d. 3727 Information Security Access Control
 - e. 3728 Information Security Physical Security
 - f. 3729 Information Security Logging & Monitoring
 - g. 3730 Information Security Remote Access
 - h. 3731 Information Security Internally Developed Systems Change Control
 - i. 3732 Information Security-Security Incident Response
 - j. 3733 Information Security-Security Secure Operations
 - k. 3734 Information Security-Security Network Security
 - l. 3735 Information Security Disaster Recovery
 - m. 3736 Information Security Cloud Storage
 - n. 3737 Information Security Payment Card Industry Requirements
 - o. 5030 Fees
 - p. 6925 Refreshments or Meals Served at Meetings
4. New Chapter Lead Recommendations for 10/17 PPAC Meeting
 - a. Level 2 (minor review)
 - i. 3250 Institutional Planning
 - b. Level 3 (extensive review)
 - i. 4010 Academic Calendar
 - ii. 4020 Program, Curriculum, and Course Development



- iii. 4100 Graduation Requirements
- iv. 4230 Grading and Academic Record Symbols
- v. 5012 International Students
- vi. 5035 Withholding of Student Records
- vii. 5055 Enrollment Priorities
- viii. 5530 Student Rights and Grievances

C. Academic Senate Legislative Committee 2nd Read 10/16 Summary

Level 2: MINOR REVIEW (NON 10+1)-Feedback Needed for 10/17 PPAC Meeting

Generally consists of Chapter Lead Recommendations on:

- Existing P&Ps which are simple and non-controversial.
- New P&Ps that are simple and non-controversial.

3725 Information and Communications Technology Accessibility & Acceptable Use

- Minor changes to align with updated Title 5 regulations and highlight diversity, equity, and inclusion issues.

3726 Information Security Data Classification

- New AP, formalizes District data security policies to provide information security requirements for the ownership, classification, and protection of SBCCD information assets and ensures regulatory compliance.

3727 Information Security Access Control

- New AP, provides internal controls for access to the SBCCD sites, information, and applications.

3728 Information Security Physical Security

- New AP, describes physical access methods, visitors, data center security, and media disposal.

3729 Information Security Logging & Monitoring

- New AP, documents the requirements for logging and monitoring SBCCD information technology (IT) infrastructure so that potential security incidents can be detected early and dealt with effectively.

3730 Information Security Remote Access

- New AP, control access to SBCCD information and systems when connections are made to those systems from a remote location. Requires two-factor authentication for remote access.

3731 Information Security Internally Developed Systems Change Control

- New AP, specifies a standardized method for handling changes to District internally developed systems ensuring adherence to industry best practices in the development and maintenance of all internally developed systems.



3732 Information Security-Security Incident Response

- New AP, Identifies the incident response (IR) stakeholders and establishes their roles and responsibilities; describes incident triggering sources, incident types, and incident severity levels; and includes requirements for maintenance. This Administrative Procedure aligns with best practices as outlined in NIST SP 800-61.

3733 Information Security-Security Secure Operations

- New AP, describes policies for secure operations of District information and systems.

3734 Information Security-Security Network Security

- New AP, describes controls required to protect District information and systems and network infrastructure

3735 Information Security Disaster Recovery

- New AP, Outline the strategy and basic procedures to enable the District to withstand the prolonged unavailability of critical information and systems and provide for the recovery of District Information Technology (IT) services in the event of a disaster.

3736 Information Security Cloud Storage

- New AP, Cloud storage of data classified as Internal (proprietary but not personally identifiable) or Restricted (personally identifiable) can exist within the district approved Learning Management System (such as Canvas), or district-approved cloud storage (such as Sharepoint or OneDrive).
- Internal and restricted data must be District-approved cloud storage.
- The district will provide opportunities for users to familiarize themselves with the security requirements of the data in their custody to make appropriate, informed decisions about data storage.
- **Feedback**- Clarity needed on District approved cloud storage. Is Google Drive district approved?

3737 Information Security Payment Card Industry Requirements

- New AP, specifies requirements for District adherence to Payment Card Industry Data Security Standard (PCI) for systems that store, process, or transmit cardholder data.

5030 Fees

- Booksaver rental fee of \$20 per unit added to AP. BP unchanged.

6925 Refreshments or Meals Served at Meetings

- AP/BP will be retired because they are no longer relevant due to the prior establishment of alternative more efficient processes



Level 3: EXTENSIVE REVIEW - Feedback Needed for 10/17 PPAC Meeting

Generally consists of Chapter Lead Recommendations on:

- Existing P&Ps with substantial changes and/or subject to 10+1.
- New P&Ps that are controversial, complex and/or subject to 10+1.
- May return to PPAC if Chancellor's Council is unable to reach consensus

4300 Field Trips and Excursions

- Removes the out-of-state travel ban pursuant to changes in the Government Code.
- Adds classification of types field trips. Required/optional, during/outside class time.
- Required field trips outside of class time must be specified in the syllabus and course description. Otherwise, they cannot incur an academic penalty.
- Removes requirement of Chancellor authorization for overnight trips in excess of \$500 cost.
- Adds a reference to AP 7400 which specifies policies and procedures regarding travel.