

**SBVC Academic Senate Report to PPAC**  
**5/15/2025 PPAC Meeting**

1. SBVC Academic Senate feedback on Chapter Lead recommendations presented at 4/17/25 PPAC meeting
  - a. Special Consideration
    - i. **2510 Participation In Local Decision-Making**
      1. BoT 1st read with Nov. BoT changes presented at 12/12/24 PPAC meeting, AS requested pull from BoT to provide opportunity for feedback.
      2. Revised BP approved by Senate on 2/19 and submitted at 2/20 PPAC meeting and tabled for consideration.
      3. BP 2510 was not addressed at 4/17/25 PPAC Meeting.
      4. Senate awaiting feedback at 5/15/25 PPAC meeting.
  - b. Level 1- Information Only
    - i. **2110 Vacancies on the Board** – Senate suggests language that indicates “all District employees will be notified by District email upon the public notice of a Board vacancy”.
  - c. Level 2- Minor Review
    - i. **6800 Occupational Safety** – No feedback
      1. Senate EPP Subcommittee reviewed 6800 and briefly reviewed District Injury and Illness Prevention Plan (IIPP).
      2. Senate noted that significant language from AP has now been adapted into the IIPP (recently updated in June 2024) and is appropriately being removed from the AP.
  - d. Level 3- Extensive Review (1st Round)
    - i. **3775 Artificial Intelligence (AI)** - (See [APPENDIX A](#) for full revision; rationale for changes is below)
      1. **Section 3A:** Language suggested to allow due process for accusations of AI cheating through standard student conduct processes. Senate wishes to work with Student Conduct to make sure that AI issues are properly considered.
      2. **Section 6A:** Language changed from “should” to “are encouraged to” to support academic freedom in the classroom approach to AI.
      3. **Section 6B:** Added language that explicitly mentions student support/ AI literacy training.
      4. **Section 9:** Senate advises that faculty and District IT/ TESS should have significant involvement in selection, production, and dissemination of AI training to take advantage of their expertise.
      5. **Added Section 10:** Senate advises an annual review cycle on this AP due to the rapidly changing nature of AI.
    - ii. **5015 Residence Determination** – No feedback
      1. Senate supports that the AP recommendation adds gender neutral language regarding spouse and confidentiality of documents.
    - iii. **5040 Student Records, Directory Information, and Privacy**- No feedback
      1. Senate supports added BP language protecting gender identity rights.
      2. Senate supports added AP significant CCLC language explicitly addressing immigration rights and gender identity rights.

- iv. 5410 Associated Students Elections – No feedback
  - 1. Senate recognized the added AP language describing training and 1 year term lengths and the intention to formalize the already existing practices by adding the language to the AP.
- e. Level 3- Extensive Review (2nd Round, prior feedback recorded below)
  - i. **5075 Course Adds, Drops, and Withdrawals**- Senate is concerned about a lack of time limit for petition, “at any time”. Will “conditions that constitute “extenuating circumstances” be defined? Are all petitions automatically approved?
  - ii. **5500 Standards of Student Conduct**- (see **APPENDIX B** for full revision)
    - 1. Revisions significantly simplify and clarify the code by reorganizing violations thematically and consolidating several redundant or overlapping categories identified in the previous version.
    - 2. Updates modernize the policy by removing items deemed unnecessary or better covered by other policies (e.g., smoking, parking), while adding contemporary considerations like Artificial Intelligence use and refining definitions for clarity, particularly around consent.
    - 3. 5/7/25 addition: In Section A1, a reference to AP 3775 related to AI was added.
- 2. Academic Senate Education Policy and Procedures Standing Rules Proposal to Academic Senate
  - a. Provided to PPAC as an information item to facilitate Senate coordination with PPAC
  - b. Web Link: [https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/agendas-minutes/2025/04-30/2025\\_04\\_23\\_epps\\_standing\\_rules.pdf](https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/agendas-minutes/2025/04-30/2025_04_23_epps_standing_rules.pdf)
  - c. 1<sup>st</sup> read 4/30/25, 2<sup>nd</sup> read 5/7/25
- 3. SBVC Academic Senate Resolution: SP25.03 Resolution: Calling for Collaborative Development of a Formal SBCCD Policy and Procedures Advisory Committee (PPAC)
  - a. Provided to PPAC as an information item to facilitate Senate coordination with PPAC
  - b. Web Link: <https://www.valleycollege.edu/about-sbvc/campus-committees/academic-senate/agendas-minutes/2025/04-30/sp25.03.pdf>
  - c. SBVC Academic Senate 1<sup>st</sup> read 4/30/25, 2<sup>nd</sup> read 5/7/25

# APPENDIX A

## SBVC Senate Feedback for AP 3775 5/7/25

San Bernardino Community College District | P&P Chapter Lead Recommendation

5/1/2025

# AP 3775 Artificial Intelligence (AI)



10+1 ♦ CCLC | Good Practice/Optional ♦ Chapter Lead Ornelas ♦ No Matching BP or AP Exists

## Reasons for Review

>Legal Update 45: Review suggestion for new AP.

## Level 3 Review Schedule

04/01/2025 ♦ Recommendation Received

04/17/2025 ♦ PPAC Approves Review Level

04/18/2025 ♦ Level 2 to Constituents and AS for Feedback

05/07/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input

05/15/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3

05/21/2025 ♦ AS Reviews Level 3 for Final Input

08/21/2025 ♦ PPAC Reviews Final AS Input

09/11/2025 ♦ BOT 1st Read

10/09/2025 ♦ BOT Final Approval

## Begin Recommendation for AP 3775 Artificial Intelligence (AI)

**NOTE:** A procedure addressing the following elements is **optional and suggested as good practice**. Local practice may be inserted and may address the following points. No Federal or State law or regulation requires community college districts to adopt an administrative procedure on the use of artificial intelligence within the district. Districts may choose to address this topic in district-developed protocols, guidelines, or processes rather than in a CEO-approved administrative procedure.

1. Purpose and Scope
2. Definitions
3. Approved AI applications
4. Responsible Use
5. Data privacy and security
6. Ethical considerations
7. AI Use Guidelines
8. Limitations on the use of AI and Its Risks
9. Consequences of Violating the Artificial Intelligence Policy
10. Training and support
11. Periodic Review

New 10/24

### References:

No specific references

## End Recommendation for AP 3775 Artificial Intelligence (AI)

Review Notes | Key: Staff Recommendation, Legal Change, Optional CCLC Language, PPAC Constituent, Chapter Lead Feedback

# APPENDIX A

## SBVC Senate Feedback for AP 3775 5/7/25

### Begin Draft for AP 3775 Artificial Intelligence

#### 1. PURPOSE AND SCOPE

The purpose of this Administrative Procedure is to provide the ethical and educational use of Artificial Intelligence (AI) technologies and foster learning and innovation while protecting against certain risks that AI poses to the San Bernardino Community College District (SBCCD). As AI becomes an increasingly integral tool in education, it is essential to balance its benefits with the district's commitment to academic integrity, privacy, equity, and responsible technology use. This policy aims to foster an environment where AI enhances learning, creativity, and innovation while safeguarding students' rights and upholding academic standards.

This policy applies to all faculty, staff, students, and third-party vendors within the San Bernardino Community College District who utilize AI technologies in any form, whether for academic, personal, or extracurricular purposes. This includes, but is not limited to, AI tools for writing, coding, research, data analysis, problem solving, and learning.

#### 2. DEFINITIONS

- A. **Artificial Intelligence (AI):** Systems or machines that mimic human intelligence to perform tasks and can iteratively improve themselves based on the information they collect.
- B. **Family Educational Rights and Privacy Act (FERPA):** A U.S. federal law that protects the privacy of student education records and grants specific rights to students and their families regarding those records.
- C. **Generative Artificial Intelligence:** A subset of AI technologies that create new content, such as text, images, audio, or video, often based on user prompts or inputs. Examples include large language models and generative adversarial networks (GANs).
- D. **Generative Adversarial Networks (GANs):** A class of AI models that use two neural networks—a generator and a discriminator—competing against each other to produce new, synthetic data resembling real-world data, such as images or audio.
- E. **Generative Pre-trained Transformer (GPT):** A type of large language model that uses deep learning to understand and generate human-like text.
- F. **Health Insurance Portability and Accountability Act (HIPAA):** A U.S. law designed to protect sensitive patient health information from being disclosed without the patient's consent or knowledge.
- G. **Large Language Model (LLM):** A type of AI model, typically based on neural networks, trained on vast amounts of text data to understand and generate human-like language. Examples include GPT models and similar technologies.
- H. **Machine Learning (ML):** A subset of AI that uses algorithms and statistical models to enable systems to improve their performance on a task through experience or data, without being explicitly programmed for every step.
- I. **Personally Identifiable Information (PII):** Any data that could potentially identify a specific individual, such as names, addresses, phone numbers, social security numbers, or email addresses.
- J. **Stakeholders:** All individuals associated with the district, including students, faculty, staff, and external partners.

#### 3. RESPONSIBLE USE

##### A. Faculty and Staff

Faculty and staff are encouraged to leverage AI technologies to improve educational outcomes, optimize administrative processes, and promote innovative practices within their roles.

##### B. Students

Students are encouraged to use AI responsibly to enhance their academic experience. However, all AI use must comply with SBCCD Administrative Policy 5500 Standards of Student Conduct and the following principles:

##### I. Academic Integrity

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## SBVC Senate Feedback for AP 3775 5/7/25

Students must use AI Tools in a way that does not violate the principles of academic honesty. The acquisition of academic work from any source, including textbooks, articles, web resources, or generative AI, and presenting it as one's own constitutes an academic integrity violation unless permitted by faculty. If unsure, students should consult their faculty or disclose AI use. SBCCD requires students to disclose AI-generated content in submitted coursework. While AI use is not always prohibited, it must have prior approval from faculty and be properly cited in references, using quotation marks for any text taken directly from AI. Accusations of academic dishonesty related to AI use shall be adjudicated through established student conduct procedures, ensuring appropriate due process.

- II. **Privacy and Data Security-** Students must ensure that AI Tools used for academic purposes comply with applicable privacy laws and are approved tools by the district. Personal and academic data should not be shared with AI platforms unless explicitly authorized.

### C. **Third Parties**

All AI systems procured from third-party vendors must comply with relevant data privacy laws, including but not limited to:

- a. Family Educational Rights and Privacy Act (FERPA)
- b. General Data Protection Regulation (GDPR)
- c. Other applicable federal, state, and local data protection laws

SBCCD retains full ownership of all data, including student, faculty, and staff information. The third-party vendor must obtain explicit written permission before using any district data for purposes beyond the agreed scope of the contract.

## 4. **DATA PRIVACY AND SECURITY**

AI systems must comply with applicable data privacy laws and district policies to safeguard personal and sensitive information.

Data used to train or operate AI systems should be anonymized and protected against unauthorized access.

Restricted data must not be shared with any public or private generative AI tools to prevent unauthorized access or misuse. Reference 3726 Information Security Data Classification for Restricted Data Classifications.

Personally Identifiable Information (PII), Health Insurance Portability and Accountability Act (HIPAA) protected data, Family Educational Rights and Privacy Act (FERPA) protected data, or any other sensitive information must not be entered into any AI tools or LLM.

Only data classified as low risk (including public data), in accordance with 3726 Information Security Data Classification Policy, may be used in AI tools and services. Information entered into AI engines opens up the data to be searchable through the public internet.

## 5. **ETHICAL CONSIDERATIONS**

AI technologies must align with the district's values, including fairness, transparency, accountability, and respect for diversity and privacy.

The use of AI should not perpetuate discrimination, bias, or harm.

AI tools must not be used in a way that infringes upon trademarks or other intellectual property rights.

Users must ensure compliance with copyright laws when utilizing AI-generated content.

## 6. **AI USE GUIDELINES**

### A. **AI in Teaching**

Faculty who incorporate AI into their courses ~~should~~ are encouraged to clearly define the parameters of its use in the syllabus, announcements, and assignment instructions. It is essential to discuss academic integrity and establish expectations for acceptable AI usage with the learning outcomes.

#### I. **AI Detection Tools**

AI detection tools may be flawed, often producing false positives and showing bias against non-native speakers. If a tool indicates a student's work is suspect, this should prompt further investigation rather than serve as a final judgment.

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## SBVC Senate Feedback for AP 3775 5/7/25

### B. AI in Learning

The utilization of AI as a reference tool is allowed for various academic purposes, including brainstorming ideas, assisting with research, providing translation services, and offering tutoring support. This is subject to the approval of faculty members and is contingent upon the clear acknowledgment and proper citation of AI contributions in any academic submissions. Students are strongly encouraged to thoroughly review their course syllabus for guidelines and to engage in discussions with their instructors about the specific policies regarding the incorporation of AI in their coursework. This ensures that students understand how to effectively and ethically integrate AI resources into their academic work. The District shall support student AI literacy through appropriate resources and training opportunities.

### C. AI in Research and Scholarly Activities

Output generated by AI, including written content, computations, code, artwork, images, music, and similar materials, is derived from previously published sources and does not constitute original work. Policies regarding the use of AI are established by individual faculty members and apply exclusively to specific assignments within their respective courses. The assignment guidelines will explicitly specify when and how the use of AI is permitted for any given task. It is the student's obligation to comply with the instructor's expectations for each assignment in every course.

### D. AI in Administrative Functions

This policy applies to the use of AI tools for work, regardless of the user's location or the type of device used.

SBCCD promotes ethical AI use that is aligned with its conduct and non-discrimination policies. Users must not create inappropriate, misleading, or harmful content. Before using AI-generated content, it must be reviewed for accuracy, appropriateness, and bias.

Users cannot enter specific data about SBCCD, including confidential information, into publicly available AI tools. This includes any personal information about employees, students, or community members. All inputs must be anonymized. AI users must follow SBCCD's technology policies when using these tools for business.

Vendor-developed AI tools can assist with business processes if used correctly. Departments must get approval from TESS before using these tools.

## 7. LIMITATIONS OF AI USE

AI tools must not replace critical human judgment in decision-making processes, especially in areas involving student performance evaluations, hiring decisions, or disciplinary actions.

AI systems should only be used as supplementary tools and not as the sole source of information or analysis in any academic or administrative context.

The limitations and potential biases of AI systems must be acknowledged, and users should verify AI outputs for accuracy and relevance.

AI technologies must not be used to engage in activities that violate legal, ethical, or institutional standards.

The use of AI to create fake academic credentials, fraudulent research, or any other activities that may harm individuals or institutions is prohibited.

Entering any restricted data into any generative AI tool or service is prohibited. This includes data protected by FERPA, HIPAA, other private client data, private information related to employees, material under confidential review and not written by the AI user, and possibly intellectual property not publicly available.

## 8. CONSEQUENCES OF VIOLATING THE AI USE POLICY

SBCCD reserves the right to review technology resources for any violations of this policy. As the owner of all technology resources provided to users, SBCCD may deny access to those who misuse these resources.

Violations of the policies and laws described herein by an employee or student are grounds for disciplinary action in accordance with SBCCD Administrative Procedure 7365 Discipline & Dismissal Classified Employees and 5520 Student Discipline Procedures up to and including termination or expulsion in accordance with applicable SBCCD regulations and/or collective bargaining agreements. Such disciplinary actions may also include reprimand or suspension. Violations of

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## SBVC Senate Feedback for AP 3775 5/7/25

these policies and laws by any users are grounds for terminating their use of SBCCD resources and other appropriate sanctions.

### 9. **TRAINING AND SUPPORT**

The district will provide training to ensure all stakeholders understand the capabilities, limitations, and ethical considerations of AI tools. Support resources will be made available to address concerns related to AI usage.

Faculty and District IT/TESS representatives shall have significant involvement in the selection, production, and dissemination of AI-related training materials and opportunities in an effort to leverage their technical expertise related to AI.

### 10. **REVIEW GUIDELINES**

Due to the rapidly evolving nature of Artificial Intelligence, this Administrative Procedure shall undergo review annually.

### **REFERENCES**

Education Code Sections 66300 and 66301

ACCJC Accreditation Standard 2

End Draft for AP 3775 Artificial Intelligence



## APPENDIX B

SBVC Senate Feedback for BP/AP 5500 1<sup>st</sup> round 4/16/25, 2<sup>nd</sup> round: 5/7/25

San Bernardino Community College District | P&P Chapter Lead Recommendation

5/1/2025

# BP

## 5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

### Reasons for Review

> FYI to support review of AP.

### Level 3 Review Schedule

01/07/2025 ♦ Recommendation Received

02/20/2025 ♦ PPAC Approves Review Level

02/21/2025 ♦ Level 2 to Constituents and AS for Feedback

03/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input

04/17/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3

05/07/2025 ♦ AS Reviews Level 3 for Final Input

05/15/2025 ♦ PPAC Reviews Final AS Input

06/12/2025 ♦ BOT 1st Read

07/10/2025 ♦ BOT Final Approval

### Begin Recommendation for BP 5500 Standards of Student Conduct

The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state laws and regulations.

The Chancellor shall establish procedures that clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board shall consider any recommendation from the Chancellor for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalog and other means.

References:

Education Code Sections 66300, 66301, and 76120;  
ACCJC Accreditation Standard 2

### End Recommendation for BP 5500 Standards of Student Conduct



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SBVC Senate Feedback for BP/AP 5500 1<sup>st</sup> round 4/16/25, 2<sup>nd</sup> round: 5/7/25

San Bernardino Community College District | P&P Chapter Lead Recommendation

5/1/2025

# AP

## 5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

### Reasons for Review

> Legal Update 45: Clarify a reference to AP 3433 Prohibition of Sex Discrimination under Title IX and AP 3434 Responding to Sex Discrimination under Title IX.

### Begin Recommendation for AP 5500 Standards of Student Conduct

~~Replaces current SBCCD AP 5500)~~

#### Standards of Student Conduct

The District may impose discipline for the commission, or attempted commission, of the following types of violations by Students, or for aiding or abetting, inciting, conspiring, assisting, hiring or encouraging another person to engage in a violation of this Standards of Student Conduct, or for any violation of state or Federal law. Being under the influence of drugs and/or alcohol, or the existence of other psychological impairment does not excuse a violation of this Standards of Student Conduct.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student, except for conduct that constitutes sexual harassment under Title IX, which shall be addressed under AP 3433 Sex Discrimination under Title IX, and AP 3434 Responding to Harassment Based on Sex Discrimination under Title IX.

- ~~A.—Academic Misconduct. All forms of academic misconduct including, but not limited to, cheating, fabrication, plagiarism, or facilitating academic dishonesty.~~
- ~~B.—Alcohol. Manufacture, distribution, dispensing, possession, use, consumption or sale of, or the attempted manufacture, distribution, dispensing, distribution, consumption or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance with, District policy, administrative procedures, or campus regulations.—~~
- ~~C.—Assault/Battery. Assault, battery, or any threat of force or violence upon a Student or upon any Member of the District Community. This includes, but is not limited to:
  - ~~1.—Inflicting bodily harm upon any Member of the District Community;~~
  - ~~2.—taking any action for the purpose of inflicting bodily harm upon any Member of the District Community;~~
  - ~~3.—taking any reckless, but not accidental action, from which bodily harm could result to any Member of the District Community;~~
  - ~~4.—Causing a Member of the District Community to believe that the offender or their agent may cause bodily harm to that person or any member of their family or any other Member of the District Community;~~
  - ~~5.—Inflicting or attempting to inflict bodily harm on oneself.~~~~
- ~~D.—Bias. Bias-related incidents are behavior that constitutes an expression of hostility against a person or property or another due to the targeted person's race, religion, sexual orientation, ethnicity, national~~

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SBVC Senate Feedback for BP/AP 5500 1<sup>st</sup> round 4/16/25, 2<sup>nd</sup> round: 5/7/25

San Bernardino Community College District | P&P Chapter Lead Recommendation

5/1/2025

# AP

## 5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

~~origin, gender, age, marital status, political affiliation, or disability. These acts or behaviors may not rise to the level of a crime, or a violation of state or federal law, but may constitute to creating an unsafe, negative, or unwelcome environment for the targeted person.~~

- ~~E.—Bullying. Defined as the aggressive and hostile acts of an individual or group of individuals which are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals.~~
- ~~F.—Continued Misconduct or Repeat Violation. Repeated misconduct or violations of this Policy, when other means of correction have failed to bring about proper conduct.~~
- ~~G.—Cyber Bullying. Defined as bullying an individual using any electronic form, including, but not limited to, the Internet, interactive and digital technologies, or mobile phones.~~
- ~~H.—Dating Violence. Violence committed by a member of the District Community who is, or has been, in a social relationship of a romantic or intimate nature with the victim.~~
- ~~I.—Destruction of Property. The damaging, destroying, defacing, or tampering with District Property or the property of any person or business on District Property or at a District function, including but not limited to, taking down, defacing, or otherwise damaging District authorized posters, handbills and/or notices posted on District property.~~
- ~~J.—Discrimination. Unlawful discrimination against a person on the basis of race, ethnicity, color, religion, national origin, sex, age, disability, military or veteran status, gender identification, gender expression, marital status, sexual orientation, or genetic information, except where such distinction is authorized by law.~~
- ~~K.—Dishonesty. All forms of dishonesty including but not limited to fabricating information, furnishing false information, or reporting a false emergency to the District.~~
- ~~L.—Disorderly or Lewd Conduct. Engaging in disorderly or lewd, indecent or obscene behavior on District Property or at a District function.~~
- ~~M.—Disruption of Educational Process. Destruction or disruption on or off District Property of the District educational process(es), including but not limited to interrupting, impeding, obstructing or causing the interruption or impediment of any class (regardless of modality), lab, administrative office, teaching, research, administration, disciplinary procedures, District activity or District authorized Student activity or administrative process or other District function; or disturbing the peace on District Property or at any District function.~~
- ~~N.—Disruptive Behavior. Disruptive behavior, disobedience, profanity, vulgarity, or the open defiance of the authority of or abuse of District personnel, or which adversely affects the delivery of educational services to Students and the District Community.~~
- ~~O.—Disturbing the Peace. Disturbing the peace and good order of the District by, among other things, fighting, quarreling, disruptive behavior, or participation in a disturbance of the peace or unlawful assembly.~~
- ~~P.—Drugs. Unlawful or attempted manufacture, distribution, dispensing, possession, use, distribution or sale of, controlled substances, dangerous drugs, restricted dangerous drugs or narcotics, as those terms are~~

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SBVC Senate Feedback for BP/AP 5500 1<sup>st</sup> round 4/16/25, 2<sup>nd</sup> round: 5/7/25

San Bernardino Community College District | P&P Chapter Lead Recommendation

5/1/2025

# AP

## 5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

~~used in state or federal statutes on District Property or at any District function. Possession of medicinal marijuana on District premises is prohibited.~~

~~Q.—Endangering the Welfare of Others. Violation of any state or federal law relating to the placing at risk of physical or emotional harm of a member of the District Community.~~

~~R.—Failure to Appear. Failure to appear before a District official when directed to do so.~~

~~S.—Failure to Comply or Identify. Failure to identify oneself to, or comply with the directions of, a District employee when requested.~~

~~T.—Failure to Repay Debts or Return District Property. Failure to (a) repay debts to the District; (b) return District property; (c) return property of any member of the District Community.~~

~~U.—False Report of Emergency. Knowingly and purposefully, causing, making, and/or circulating a false report or warning of a fire, explosion, crime, or other catastrophe.~~

~~V.—Forgery. Any forgery alteration, or misuse of any District document, record, key, electronic device, or identification, or knowingly furnishing false information to a District official.~~

~~W.—Fraud. Any attempt to steal, take, carry, lead, or take away the personal property of another, or who fraudulently appropriated property which has been entrusted to them, or who shall knowingly and designedly, by any false or fraudulent representation or pretense, defraud any other person of money, labor or property, or who causes or procures or obtains credit and thereby, or fraudulently gets or obtains possession of money, or property, or obtains the labor or service of another, is guilty of theft.~~

~~X.—Gambling. Unauthorized gambling on District Property or at any District function.~~

~~Y.—Harassment/Bullying. A specific act, or series of acts, of a verbal or physical nature, including threats, intended to annoy, intimidate, pester, aggravate, irritate, dominate, ridicule, or cause fear to a member of the District Community, occurring within the jurisdiction of the District as set forth in Section 1.4.~~

~~Z.—Hateful Behavior. Hateful behavior aimed at a specific person or group of people.~~

~~AA.—Hazing. Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace which can inflict psychological or emotional harm to any Student or other person.~~

~~BB.—Infliction of Mental Harm. (a) Inflicting mental harm upon any member of the District Community; (b) taking any action for the purpose of inflicting mental harm upon any Member of the District Community; (c) taking any reckless, but not accidental action, from which mental harm to Member of the District Community could result; (d) causing a Member of the District Community to believe that the Student or their agent may cause mental harm to that person or any member of their family or any other member of the District Community; (e) any act which purposefully demeans, degrades, or disgraces any person.~~

~~CC.—Library Materials. Cutting, defacing, or otherwise damaging or theft of college library or bookstore materials or property.~~

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San Bernardino Community College District | P&P Chapter Lead Recommendation

5/1/2025

# AP

## 5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

- ~~DD.——Misrepresentation. A false statement or representation based upon the intentional disregard of false or possibly false information, or knowingly entering into a transaction based upon false information, or misrepresenting oneself to be an agent, employee, or representative of the District or its colleges.~~
- ~~EE. Misuse of Identification. Transferring, lending, borrowing, altering or unauthorized creation of identification.~~
- ~~FF. Possession of Stolen Property. Possession of District Property, or the property of any other person, when the Student knows or reasonably should know, that the property was stolen.~~
- ~~GG.——Possession of Weapons. Unauthorized possession, use, storage, or manufacture of explosives, dangerous chemicals, firebombs, firearms, or other destructive devices or weapons as defined in Section K of Appendix A.~~
- ~~HH.——Public Intoxication. Public intoxication or being under the influence of alcoholic beverages, any illegal narcotics, or any substance that causes impairment on District/College Property or at any District/College function.~~
- ~~II. Sexual Harassment. Sexual harassment against a member of the District Community. Sexual harassment is defined as (a) unwelcome verbal harassment, e.g., epithets, derogatory comments, or slurs; (b) physical harassment, e.g., assault, impeding or blocking movement, or any physical interference with normal work or movement when directed at an individual; (c) visual forms of harassment, e.g., derogatory posters, cartoons, or drawings; (d) unwelcome sexual advances, requests for sexual favors; or (e) an intimidating, hostile, or offensive environment. "Unwelcome conduct" is defined as conduct which the member of the District Community does not solicit or initiate, and which the person regards as undesirable or offensive.~~
- ~~JJ. Sexual Misconduct comprises a broad range of unwelcome behaviors focused on sex and/or gender that may or may not be sexual in nature. Any intercourse or other intentional sexual touching or activity without the other person's consent is sexual assault, is a form of Sexual Misconduct under this Procedure. Sexual Misconduct is any form of gender-based harassment, including, but not limited to, sexual harassment, sexual assault, and sexual exploitation, as well as harassment based on gender identity, gender expression, and non-conformity with gender stereotypes. Sexual misconduct may also include acts of a sexual nature, including acts of stalking, domestic violence, and dating violence, intimidation, or for retaliation following an incident where alleged Sexual Misconduct or has occurred. Sexual Misconduct can occur between strangers or acquaintances, or people who know each other well, including between people involved in an intimate or sexual relationship, can be committed by anyone regardless of gender identity and can occur between people of the same or different sex or gender.~~
- ~~KK. Serious Injury or Death. Any intentional, unintentional or reckless action or conduct which results in serious injury or death to a Member of the District Community or their family.~~
- ~~LL. Smoking. Smoking in an area where smoking has been prohibited by law or regulation of the District.~~
- ~~MM.——Stalking. Stalking behavior in which a Student repeatedly engages in the course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable~~

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~~fear for their safety, or the safety of their family; where the threat is reasonably determined by the College Conduct Officer to create substantial emotional distress, torment, create fear, or to terrorize the person.~~

~~NN.———Sexual Stalking. The course of conduct directed at a specific person that would cause a reasonable person to feel fear or suffer substantial emotional distress due to another's sexual interest or gender-based stalking. Stalking involves repeated and continued harassment of a sexual or gender-based nature, against the expressed consent of another individual, which causes the targeted individual to feel emotional distress, including fear or apprehension. Such stalking behaviors may include: pursuing or following; unwanted communication or contact—including face-to-face encounters, telephone calls, voice messages, electronic messages, web-based messages, text messages, unwanted gifts, etc.; trespassing; and surveillance or other types of observation.~~

~~OO.———Theft or Abuse of District's Computers or Electronic Resources. Theft or abuse of District computers and other District electronic resources such as computer and electronic communications facilities, systems, and services. Abuses include (but are not limited to) unauthorized entry, use, transfer, or tampering with the communications of others, and interference with the work of others, and with the operation of a computer and electronic communications facilities, systems, and services. Theft or attempted theft of any kind, including seizing, receiving, or concealing property with knowledge that it has been stolen, is prohibited. Sale, possession, or misappropriation of any property or services without the owner's permission is also prohibited.~~

~~PP. Theft or Conversion of Property. Theft or conversion of District Property or services, or the property of any person or business on District Property or at a District function, or possession of any property when the Student had the knowledge or reasonably should have had knowledge that it was stolen.~~

~~QQ.———Trespass and Unauthorized Possession. Unauthorized or forcible trespass on, entry to, possession of, receipt of, or use of any District services, grounds, equipment, resources, properties, structures, vehicles, boats, water craft or facility, including the unauthorized use of District's name, insignia, or seal without permission or authorization.~~

~~RR. Unauthorized Recording. Recording any person on District Property or at any District function without that person's knowledge or consent. This definition shall not apply to recordings conducted in public, in a commonly recognized public forum.~~

~~SS. Unauthorized Use of Course or Copyrighted Materials. Students of the District will abide by all aspects of United States copyright law, Title 17 of the United States Code, to the extent possible, under the authoritative interpretation of the law. Students shall not reproduce copyrighted materials without prior permission of the copyright owner, except as allowed by the "fair use" doctrine. In addition, Students shall not sell, prepare, or distribute for any commercial purpose any course lecture notes or video or audio recordings of any course unless authorized by the District in advance and explicitly permitted by the course instructor in writing. The unauthorized sale or commercial distribution of course notes or recordings by a Student is a violation of these Policies whether or not it was the Student or someone else who prepared the notes or recordings. Copying for any commercial purpose handouts, readers or other course materials provided by an instructor as part of a District course unless authorized by the District in~~

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~~advance and explicitly permitted by the course instructor or the copyright holder in writing (if the instructor is not the copyright holder).~~

~~TT. Unauthorized Use of District Keys. Unauthorized use, distribution, duplication or possession of any keys issued for any building, laboratory, facility, room, or other District Property.~~

~~UU. Unauthorized Use of Electronic Devices. Unauthorized use of an electronic device on District property or at any District function, including but not limited to, classes, lectures, labs, and field trips.~~

~~VV. Unauthorized Use of Property or Services. Unauthorized use of property or services or unauthorized possession of District Property or the property of any other person or business.~~

~~WW. Unreasonable Demands. Placing repeated, hostile, or unreasonable demands on District staff.~~

~~XX. Unwelcome Conduct. Conduct of a sexual, gender-based, or harassing nature, which is considered unwelcome if a person did not request or invite it, and considered the conduct to be unwelcome, undesirable, or offensive. Unwelcome conduct may take various forms, including name-calling, graphic or written statements (including the use of cell phones or the Internet), hazing, bullying, or other conduct that may be physically or psychologically threatening, harmful, or humiliating. Unwelcome conduct does not have to include intent to harm, or directed at a specific target, or involve repeated incidents. Unwelcome conduct can involve persons of the same or opposite sex.~~

~~YY. Violation of Driving Regulations. Driving unsafely on District property or while taking part in any District function, or repeated violation of District parking regulations.~~

~~ZZ. Violation of Health & Safety Regulations. Violation of any health, safety or related regulations, rule or ordinance on District property or at any District function.~~

~~BA. Violation of Law. Violation of any federal, state or local law on District property, at a District function or involving a member of the District Community.~~

~~BB. Violation of Posted District Rules. Violation of any rule or regulation posted on District property by the District or the College, or printed in any District publication.~~

~~BC. Violation of Published Computer/Network Usage Policy(s), Procedures, or Guidelines:~~

- ~~1. Accessing and/or without permission altering, damaging, deleting, destroying, or otherwise using any data, computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.~~
- ~~2. Accessing and/or without permission taking, copying, or making use of any data from a computer, computer system, or computer network, or taking or copying any supporting documentation, whether existing or residing internal or external to a computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.~~
- ~~3. Using or causing to be used District computer services without permission.~~



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- 4.—Accessing and/or without permission adding, altering, damaging, deleting, or destroying any data, computer software, or computer programs which reside or exist internal or external to a computer, computer systems, or computer network belonging to or used by the District or any Member of the District Community.
- 5.—Disrupting or causing the disruption of computer services or denying or causing the denial of computer services to an authorized user of a computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
- 6.—Providing or assisting in providing a means of accessing, without permission, a computer, computer, system, or computer network belonging to or used by the District or any Member of the District Community.
- 7.—Accessing or causing to be accessed without authorization any computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
- 8.—Introducing any computer contaminant or virus into any computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
- 9.—Sending any message using any computer system or network without authorization or sending any message in the name of another person or entity.
- 10.—Using any account or password without authorization.
- 11.—Allowing or causing to be used an account number or password by any other person without authorization.
- 12.—Accessing or causing to be accessed, downloading or causing to be downloaded, pornographic or obscene materials except when accessing a pornographic website which is part of the instructional process or assignment for a class the Student is currently enrolled in.
- 13.—Use the District's systems or networks for commercial purposes; for example, by performing work for profit with District resources in a manner not authorized by the district.
- 14.—"Cyberstalking", which is to be understood as any use of the college or district computer system, computer network, or computer programs to stalk another person via excessive messages or inquiries, inappropriate or threatening messages, racially motivated communications, photos or other means of communication.
- 15.—Inappropriate Usage of Social Media. Using social media to harass, intimidate, or threaten other individuals. Usage of social media that will have indirect or direct impact on an individual or interference with the educational process.

### A. Academic Integrity

1. **Academic Misconduct** - Any act of dishonesty, including but not limited to plagiarism, cheating, fabrication, or knowingly facilitating misconduct. This includes using AI to replace the learning process, violate academic expectations, or bypass learning objectives (see AP 3775 for further details).



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2. **Dishonesty & Fraud** - Falsifying information, forging documents, misrepresenting oneself, or engaging in deceptive practices, regardless of intent.

### B. Alcohol & Drug Violations

1. **Alcohol Violations** - Possession, use, or distribution of alcohol in violation of District policy, regardless of age.
2. **Drug Violations** - Possession, use, or distribution of illegal or controlled substances, including misuse of prescription medication.
3. **Impairment-Related Conduct** - Being under the influence of any substance in a way that causes harm, disruption, or places others at risk, even if the substance itself is legal.

### C. Violence, Threats & Endangerment

1. **Physical Assault & Battery** - Any form of physical harm, unwanted physical contact, or threat of force, regardless of whether an injury occurs.
2. **Dating, Domestic & Intimate Partner Violence** - Any act of violence, coercion, or control in an intimate, dating, or domestic relationship.
3. **Endangering Others** - Any reckless, intentional, or negligent act that places another person at risk of physical, emotional, or psychological harm.
4. **Impact-Based Harm (Mental or Emotional)** - Behavior that causes another person substantial emotional distress, fear, or humiliation, even if the offender did not "intend" harm.
5. **Serious Injury or Death** - Any action, intentional or reckless, that results in serious injury or death.

### D. Harassment, Discrimination & Consent-Based Violations

1. **Harassment & Bullying** - Unwanted conduct that creates a hostile, intimidating, or degrading environment, including digital harassment.
2. **Hate-Based Misconduct** - Acts of hostility, exclusion, or intimidation based on race, religion, ethnicity, gender, sexual orientation, disability, or any protected category.
3. **Sexual Misconduct** - Engaging in sexual conduct without clear, voluntary, and informed consent. Consent must be actively communicated; silence, inaction, past interactions, intoxication, coercion, or power imbalances do not imply consent.
4. **Persistent or Coercive Sexual Behavior** - Repeated sexual advances, invitations, or pressure after any sign of discomfort, hesitation, or non-engagement.

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- 5. Stalking (Including Digital & Sexual Stalking)** - Repeated, unwanted contact, monitoring, tracking, or surveillance that causes fear, distress, or intimidation, including persistent sexual attention or contact, even without explicit threats.

### E. Disruptive Conduct

- 1. Disorderly Conduct** - Any lewd, obscene, disruptive, or reckless behavior that harms, humiliates, or disturbs others, regardless of intent.
- 2. Disrupting the Educational Process** - Interfering with teaching, learning, research, administrative functions, or campus activities.
- 3. Noncompliance with Institutional Directives** - Refusing to follow reasonable instructions from District personnel in a way that disrupts operations, safety, or the learning environment.

### F. Property & Financial Violations

- 1. Theft & Possession of Stolen Property** - Taking, attempting to take, or knowingly possessing stolen property.
- 2. Destruction of Property** - Damaging, defacing, or tampering with District or personal property.
- 3. Trespassing & Unauthorized Access** - Unauthorized entry, use, or occupation of District buildings, facilities, or services.
- 4. Fraud & Financial Misconduct** - Deception involving District funds, financial aid, or unauthorized use of financial resources.

### G. Weapons, Safety & Threats

- 1. Weapons Possession** - Unauthorized possession or use of firearms, explosives, or dangerous weapons.
- 2. Health & Safety Violations** - Violating campus health, safety, or emergency regulations in a way that places others at risk.
- 3. Threats & Intimidation** - Any conduct that instills fear, manipulation, or coercion, whether verbal, digital, or physical.

### H. Technology & Privacy Violations

- 1. Unauthorized Use of District Technology** - Hacking, unauthorized access, data theft, or disrupting District systems.
- 2. Privacy & Recording Violations**
  - a. Recording someone without explicit consent in any situation where privacy is expected.

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- b. Sharing personal, private, or intimate information about another person without permission, regardless of intent.
- c. Digital harassment, including impersonation, doxxing, or unauthorized social media exposure.

### 3. Misuse of Electronic Devices - Unauthorized use of electronic devices in restricted settings.

#### I. Other Violations

- 1. **Violation of District Policies & Regulations** - Any act violating posted District rules, policies, or procedures.
- 2. **Unlawful Conduct** - Any violation of federal, state, or local laws while on District property or at District functions.

#### References:

Education Code Sections 66300 and 66301

ACCJC Accreditation Standard 2

**End Recommendation for AP 5500 Standards of Student Conduct**