

# GE Policy Checklist 2023-24

Golden Empire is a class (MUSC B28 – Drum & Bugle Corps) in the Performing Arts Department of Bakersfield College, a Kern Community College District campus. As such, all district policies and procedures apply to students, employees, and volunteers of the corps. Below is a summary of various policies and protocols.

## Policies

- Background Checks
  - As a CA community college, KCCD is subject to CA Ed Code 45125.1 & 35021.3
    - [http://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=EDC&sectionNum=45125.1](http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC&sectionNum=45125.1)
    - [http://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=EDC&sectionNum=35021.3](http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC&sectionNum=35021.3)
  - All temporary employees and volunteers working with the corps must complete the following background check process or complete a [Live Scan](#):
    - <https://app.box.com/s/8h421a3rre8let9605cwjpwgi9w7jbxu>
- Contraband
  - Student Conduct: <https://www.bakersfieldcollege.edu/campus-life/student-conduct/>
    - <https://www.kccd.edu/board-trustees/board-policy.html>
      - BP/AP 5500 Standards of Student Conduct
  - Drugs, Alcohol, and Smoking
    - <https://www.kccd.edu/board-trustees/board-policy.html>
      - BP/AP 3550 Drug Free Environment
      - BP/AP 3560 Alcoholic Beverages
      - BP/AP 3570 Smoking on Campus
- Fraternization
  - Addressed under “Consensual Relationships” in KCCD Board Policy AP 3430 Prohibition of Harassment.
    - <https://www.kccd.edu/board-trustees/board-policy.html>
  - Additional expectations addressed in the Staff & Support Staff Handbooks.
- Hazing/Bullying
  - Student Conduct: <https://www.bakersfieldcollege.edu/campus-life/student-conduct/>
    - <https://www.kccd.edu/board-trustees/board-policy.html>
      - AP 5500 Standards of Student Conduct (bullying, item 11)
      - AP 5400 Student Organizations (hazing)
- Nondiscrimination
  - Student Conduct: <https://www.bakersfieldcollege.edu/campus-life/student-conduct/>
    - <https://www.kccd.edu/board-trustees/board-policy.html>
      - AP 5500 Standards of Student Conduct (item 10)
  - Employment
    - <https://www.kccd.edu/board-trustees/board-policy.html>
      - BP/AP 3420 Equal Employment Opportunity

- <https://www.kccd.edu/human-resources/discrimination-free-work-environment.html>
- ❑ Sexual Harassment
  - Prohibition of Harassment
    - <https://www.kccd.edu/board-trustees/board-policy.html>
      - BP 3430 and AP 3430 through 3435
  - Sexual Harassment training
    - Senate Bill 1343 requires all employers with 50 or more employees to provide at least 1 hour of sexual harassment training to all nonsupervisory employees by January 1, 2020 (extended to January 1, 2021) and once every 2 years thereafter.
    - <https://www.bakersfieldcollege.edu/campus-life/student-conduct/title-ix/education-and-training.html>
- ❑ Sexual Abuse
  - Title IX: <https://www.bakersfieldcollege.edu/campus-life/student-conduct/title-ix/>
- ❑ Whistleblower & Anti-Retaliation
  - Whistleblower
    - <https://www.kccd.edu/board-trustees/board-policy.html>
      - BP/AP 7700 Whistleblower Protection
  - Student Grievances
    - <https://www.bakersfieldcollege.edu/campus-life/student-conduct/student-grievances.html>
  - Employee Complaints
    - <https://www.kccd.edu/human-resources/report-complaint.html>

## Physical Safety Guidelines

- ❑ Concussion Protocol
  - Included in GE Health Guidelines
- ❑ Lightning Protocol
  - Included in GE Health Guidelines
- ❑ Heat index Protocol
  - Included in GE Health Guidelines
- ❑ Hydration Protocol
  - Included in GE Health Guidelines
- ❑ Air Quality Protocol
  - Included in GE Health Guidelines
- ❑ Food/Meal Plan
  - Included in GE Health Guidelines
- ❑ Prop Plan
  - To be updated for 2024

## Reporting Mechanisms

- ❑ <https://www.kccd.edu/human-resources/report-complaint.html>
- ❑ [Reporting a Title IX Incident](#): Online reporting of sexual assault/violence, dating violence, domestic violence, stalking, and sexual harassment.