

Appendix: Log of Changes

May 2018 – Campbell Shatley

Policy	Required/Recommended	Explanation
Policy 1.9/6.2.13 – Sound Fiscal and Management Practices	Required	Required by 1A SBCCC 200.4 to be in place by July 1, 2018. The policy contained broad fiscal management statements and requirements. Several other policies are already in place dealing with some of the requirements contained herein.
Policy 2.2.9/3.4.9/5.4.5 – Service Animals and other Animals	Strongly Recommended	The revisions (in red-line format) deal mostly with Emotional Support Animals. Based on recent commentary by the Department of Education, Office of Civil Rights (“OCR”), the following revisions were necessary. First, the College cannot require individuals to “register” their Service Animal. The revisions to the policy strongly encourage individuals to register their Service Animal but stopped short of requiring it. Second, while Emotional Support Animals are not Service Animals and are not protected under the Americans with Disabilities Act, OCR takes the position that, in addition to campus housing (regulated under the Fair Housing Act), Section 504 of the Rehabilitation Act does provide protection for qualified individuals with emotional support animals. Therefore, if a person requests to have an Emotional Support Animal on campus, the College must conduct a reasonable accommodation analysis: 1) does the person have a disability (i.e., a physical or mental impairment that substantially limits one or more major life activities); 2) does the Emotional Support Animal perform tasks or services for the benefit of the person or provide emotional support that alleviates one or more of the identified symptoms or effects of the person’s existing disability; and 3) is the request an undue burden on the College or does it fundamentally alter a College program.

		Unlike Service Animals, Emotional Support Animals are not limited to dogs and miniature horses. If you have questions regarding these revisions, please contact us or your local attorney.
Policy 2.2.10 – Use of Design Professionals	Optional	These optional changes (in red-line format) allow the College to enter into an annual service contract (up to 2 years) for architect and engineer services for projects costing less than \$300,000. Other criteria are listed in the change. The use of annual service contracts in these instances are allowed under State Construction regulations.
Policy 2.2.11 – Bidding for Construction Work	Optional	These optional changes (in red-line format) allow the College to enter into annual service contracts for certain construction activities for projects costing less than \$30,000.
Policy 3.2.18 – Holidays	Required	This policy was rewritten in light of the new regulations contained in 1C SBCCC 200.94(a)(d). The College is prohibited from granting more than twelve (12) paid holidays each year.
Policy 6.3.5 – Chart of Accounts	Required	Repairs a hyperlink.