

Portland Community College
Policy on Student Rights
~ ADOPTED JULY 2013 ~

1. INTRODUCTION

- a. This document supersedes all previous student rights and responsibilities policies (approved on 11/26/12; adopted on 07/01/13). This document is to be made available to all students, in the Portland Community College ("PCC") Catalog, on the PCC website at www.pcc.edu, and in printed form.
- b. This document is not a contract between a student and PCC, and PCC reserves the right to modify or revise the contents of this document at any time. This document is to be construed in a manner that is consistent with other PCC policies and regulations.
- c. The term "student" includes all persons taking courses at the college, both full-time and part-time, pursuing credit or non-credit classes or enrolled in any special program approved by the college. Persons who are not officially enrolled for a particular term, but who have a continuing relationship with the college, may be considered "students."
- d. Admission to and participation in PCC carries with it the presumption that students will conduct themselves as responsible members of the PCC community. Thus, when-students as defined above are obligated to follow this policy.

2. STUDENT RIGHTS

a. Right to Protection From Improper Academic Evaluation

- i. Student academic performance will be evaluated on an academic basis (which may include attendance), and the ability to apply skills, and not on a student's opinions or conduct in matters unrelated to academic standards. The course syllabus will contain and articulate the evaluation standards and grading criteria by which student performance is measured for that particular course.
- ii. Each student is responsible for meeting standards of academic performance established for each course in which the student is enrolled.
- iii. A student may dispute his or her academic evaluation under the Grade Appeal Procedure if the student believes that the evaluation standards and grading criteria contained in the course syllabus were not followed by the instructor or were imposed in an arbitrary or capricious manner. Any student who believes that he or she has been unfairly graded should refer to the PCC Grade Appeal Procedure at: <http://www.pcc.edu/about/policy/student-rights/>
- iv. Students have the right to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, while still being responsible for learning the content of any course of study in which they are enrolled.

For complaints about instruction, other than grade appeals, see the Complaint Procedure link at: <http://www.pcc.edu/about/policy/student-rights/>

b. Right to Freedom From Harassment and Discrimination

- i. PCC does not tolerate unlawful discrimination based on race, color, religion, use of native language, national origin, sex, marital status, height/weight ratio, disability, veteran status, age, or sexual orientation in any area, activity, or operation of PCC. PCC complies with

applicable federal, state, and local civil rights laws and regulations prohibiting discrimination. Equal opportunity for employment, admission, and participation in PCC's benefits and services shall be extended to all persons, and PCC shall promote equal opportunity and treatment through application of this policy and other efforts of PCC designed for that purpose.

- ii. Any person who believes he or she has been discriminated against or harassed by a PCC employee, representative, or student is encouraged to file a complaint through the Office of Affirmative Action and Equity (Downtown Center, Room 300, 971-722-5840 or 971-722-5841) or online at: <http://www.pcc.edu/about/affirmative-action/documents/complaint-form.pdf>.

Further information on PCC harassment and discrimination policies may be found at: <http://www.pcc.edu/about/affirmative-action/>

- iii. Any person who believes that he or she has been discriminated against on the basis of disability under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act ("ADA"), including believing that he or she has not been provided with a reasonable accommodation or modification to which she or he is entitled, may discuss these concerns with a disability services counselor, coordinator, or specialist, or submit a complaint under the Nondiscrimination and Nonharassment Policy at: <http://www.pcc.edu/about/affirmative-action/Nonharassment.html>

Further information on resolving complaints by students with disabilities regarding appropriate accommodations or discriminatory treatment may be found at: <http://www.pcc.edu/resources/disability/policies/resolving.html>

c. Right of Access To, and Protection From, Improper Disclosure of Student Records

- i. PCC complies with all applicable state and federal laws, rules, and regulations that apply to student records. All information contained in PCC's records that is personally identifiable to any student will be kept confidential and not released except upon prior written consent of the subject student or under any other exception for the release of student records without consent. Student information may be shared among PCC faculty and staff when PCC has determined that the college has a legitimate educational interest in the information-

Further information on PCC's Privacy Policies may be found at: <http://www.pcc.edu/about/policy/privacy.html>

Concerns or complaints are to be directed to Student Records (971-722-7100; records@pcc.edu).

- ii. PCC counselors are prohibited by the standards of their profession from disclosing any information shared by a student during a counseling session, unless the student releases the information or other specific circumstances apply. These specific circumstances include harm to self or others, abuse of a minor, elder, or other vulnerable adult, health/medical emergency, or other circumstances required by Oregon law. Counselors will comply with all ethical and legal rules concerning confidentiality of counseling sessions.

Further information on confidentiality in counseling services may be found at: <http://www.pcc.edu/resources/counseling/>

d. Rights Concerning Participation in Co-Curricular Activities

- i. Students may be asked to participate in formulating and reviewing policies and rules, and to express their views, both publicly and privately, on these policies and rules, as well as matters of general interest to the student body.
- ii. Students have the right to form student clubs and organizations under the provisions of the Associated Students of Portland Community College ("ASPCC") constitution and campus bylaws, and the right to carry out fund-raising activities for these clubs. All fund-raising activities for ASPCC and student clubs must be approved by the Campus Student Leadership Coordinator or designee.
- iii. Students and recognized student clubs and organizations have the right to have access to PCC facilities, subject to ordinary schedules, policies and regulations governing the use of each facility. Recognized student clubs and organizations have access to facilities at no cost unless additional services (custodial, Public Safety, table and chair set-up, etc.) are required. PCC procedures for reserving spaces in PCC's buildings for meetings, speakers, or demonstrations must be followed.
- iv. As part of the educational process, recognized student clubs and organizations may invite to the campus any person who, in their opinion, might contribute to the intellectual or cultural life of PCC. Individual students wishing to invite a speaker to campus should seek the sponsorship of a recognized club or organization. Speakers may speak freely on the topic of their choosing, as long as they do not threaten to endanger the safety of any member(s) of the PCC community, pose a threat to PCC's physical facilities, or substantially obstruct or disrupt PCC's regular and essential operations.

To request room reservations, contact :

Cascade - carooms@pcc.edu
 Rock Creek – rcrooms@pcc.edu
 Sylvania – syrooms@pcc.edu
 Southeast Center – serooms@pcc.edu

- v. Students have the right to conduct orderly demonstrations (including picketing, distribution of leaflets, and protests in peaceable assembly) unless the participants of those demonstrations threaten to endanger the safety of any member(s) of the PCC community, pose a threat to PCC's physical facilities, or substantially obstruct or disrupt PCC's regular and essential operations, in which case PCC reserves the right to close its facilities, clear its grounds, and cancel a demonstration. PCC recommends that those intending to conduct demonstrations outside of PCC buildings consult with the Dean of Student Development or designee to identify space that accommodates the reasonable needs of both PCC and those engaged in acts of speech or protest (e.g., large open spaces, with safe paths of ingress and egress, and with less likelihood of disrupting the educational environment).

Individuals and groups who wish to hold a demonstration within one of the College's buildings must comply with campus policies and procedures for requesting space. Advance notice and approval is required for indoor demonstrations to allow the College to make appropriate and reasonable logistical arrangements for the demonstration.

To request room or space reservations within PCC buildings, contact:

Cascade - carooms@pcc.edu
 Rock Creek – rcrooms@pcc.edu
 Sylvania – syrooms@pcc.edu
 Southeast Center – serooms@pcc.edu

- vi. Students have the right to distribute free publications not in violation of federal or state laws, and/or PCC policies and procedures, such as books, magazines, newspapers, handbills, leaflets, and similar materials. Distribution of these materials in classrooms, hallways, libraries, offices, or other PCC facilities used primarily for educational and instructional purposes must not interfere with the work or study of persons in those PCC facilities.
- vii. Any persons desiring to post or distribute publications must comply with campus policies and procedures. All handbills, leaflets, newspapers, posters, and similar materials must bear the name and address of the organization and/or individual distributing the materials.

Information on submitting items for posting may be found through Associated Students of PCC at: <http://www.pcc.edu/resources/aspcc/>

- viii. Concerns or complaints regarding items in Section 2.d are to be directed to the Dean of Student Development for the campus or program. Complaints regarding the rights set forth in Section 4 should be filed as soon as practically possible to enable PCC to investigate and attempt to resolve the issue.

CAMPUS CONTACT INFORMATION:

Cascade: SSB 209	#971-722-5292	Email: dos.ca@pcc.edu
Rock Creek: Building 9, Rm. 115	#971-722-7215	Email: dos.rc@pcc.edu
Sylvania: CC 247	#971-722-4529	Email: dos.sy@pcc.edu
Southeast Center: ADMIN 208	#971-722-6152	Email: dos.se@pcc.edu
Distance Learning: Students may contact any of the above campus offices		