

March 18, 2004

04-121

RESOLUTION TO APPROVE BOARD POLICY
REVISIONS (Second Reading and Adoption -
Section 400)

PREPARED BY:

Jan Coulton, Director, Public Affairs

APPROVED BY:

Gerard "Jerry" Berger, President

REPORT:

The Board appointed a subcommittee to review its policy manual. The subcommittee reviewed Chapter 400 and presented revisions to the Board for First Reading at the February 19, 2004 Board meeting. The subcommittee is recommending the adoption of the policies in Chapter 400 at the March 18, 2004 meeting.

RECOMMENDATION:

That the Board approve the revisions to policies in Chapter 400.

Director Margolin moved for approval of Resolutions 04-105 and Resolutions 04-107 through 04-122 and it was approved unanimously.

Portland Community College Board Policy

Chapter 400 – Students and Student Services

- 401 Students Rights and Responsibilities
- 402 Residency Policy
- 403 Program/Class Admission
- 404 Student Credit by Examination
- 405 Co-curricular Program
- 406 Certificates and Degrees
- 407 Student Records
- 408 Americans with Disabilities Act

Student Policies, Rights and Responsibilities – Policy B 401

Student policies, rights and responsibilities shall be easily accessible to students. The information shall include those policies and procedures required by state or federal law, and shall include the following:

- Student/College Responsibilities
- Student Evaluation
- Student Records
- Student Organizations
- Student Fund-raising
- Right of Access to College Facilities
- Code of Student Conduct
- Student Grievance Procedure
- Disability Services
- Nonharassment
- Credit by Exam
- Class Attendance

March 2004

Residency Rules – Policy B 402

The President shall establish procedures to verify student residency for purposes of charging tuition, complying with federal or state requirements or meeting institutional research needs.

March 2004

Program/Class Admissions – Policy B 403

College programs shall be open to all students who have the ability to benefit from those programs, subject to budget limitations. However, the college may require specific academic standards for admission into programs when such standards are necessary for student success. The college has a compelling interest in ensuring student diversity in its programs.

March 2004

Student Credit by Examination – Policy B 404

The college shall establish rules for alternative means of earning college credit and will establish guidelines for the acceptance of transfer credit, credit by examination and other, non-PCC earned credit.

March 2004

Co-curricular Program – Policy B 405

The college shall provide a diverse student activity program as part of the co-curricular educational plan at each campus. Students may be assessed a fee to support this program. Each campus shall establish a representative student government that will assist in the development and delivery of these activities.

March 2004

Certificates and Degrees – Policy B 406

The Board of Directors shall establish the academic requirements for certificates and Associate Degrees. The Board of Directors shall award all certificates and degrees upon the recommendation of the President and after a student has satisfied the academic policies of the curriculum related to that certificate or degree.

March 2004

Student Records – Policy B 407

The PCC district shall follow all applicable state and federal laws, rules and regulations that apply to student records. All information contained in the college records which is personally identifiable to any student shall be kept confidential and not released except upon prior written consent of the subject student or upon the lawful subpoena or other order of a court of competent jurisdiction. Student information may be shared among college faculty and staff on an official “need to know” basis.

March 2004

Americans with Disabilities Act 1991 - Policy Statement – Policy B 408

Portland Community College shall comply with Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1991 (ADA), and other applicable federal and state regulations that prohibit discrimination on the basis of disability. These acts mandate that no qualified person shall, solely by reason of disability be denied access to, participation in, or the benefits of any program or activity operated by the College. Each qualified person shall receive reasonable accommodation to ensure equal access to employment, educational opportunities, programs and activities, in the most appropriate integrated setting.

The President shall develop administrative standard procedures as required to carry out this policy. The President shall be responsible for dissemination of information to College staff, students and the community regarding the College's compliance with these acts.

April 1994