<table>
<tr><td colspan="2" align="center">BOARD OF EDUCATION
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON</td><td colspan="2">___ Information Item

_X__ Action Item</td></tr>
<tr><td colspan="2">Subject: First Reading of Board Policies</td><td colspan="2">Date: April 12, 2023</td></tr>
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First reading approval is requested by the Board for the policies listed below. The documents can be viewed in the first reading policy packet unless otherwise noted.

The College's Board Policies (BP) are on a seven-year review cycle. During the 2022-2023 year the BP's numbered in the 3000's will be reviewed.

Teresa Rivenes, Vice President Academic Services (VPAS), has reviewed policies in the 4000's series for which the Chief Academic Officer is responsible. The Policy Annual Review Schedule has these documents scheduled for review next year, 2023-24. College Council approved 2030-31 to be the next review of these documents.

The following policies have been reviewed. Policies to be deleted are in the 1st Reading Policy packet.

#	TITLE	Delete	Revised	Packet Page #
500	Student Disciplinary Procedures (to be deleted)	X		1
702	Alternative Methods of Earning Credit	X		2
707	Academic Calendar	X		3
711	Grading System	X		4
712.02	Auditing a Course (712.02BP changed to 4070AP)	X		5
716	Final Examinations	X		6
720	Degrees Certificates and Evaluation	X		7
3440	Animals on Campus		X	8-10

*The following policies have no changes and can be viewed on the **Board Policy webpage**:*

3300	Public Records
3433	Prohibition Against Sexual Harassment under Title IX (typos corrected)
4010	Academic Calendar
4022	Course Approval
4030	Academic Freedom
4105	Distance Education - Regular and Substantive Interaction
4106	Nursing Programs
4237	Continuing Education Units
4238	Credit Hour

Recommendation by:	Approved for Consideration:

POLICY / ADMINISTRATIVE PROCEDURE
REVISION TEMPLATE

TITLE: Student Disciplinary Procedures	**AREAS OF COLLABORATION:** *Please indicate consultations with other departments and/or individuals that may be affected by the recommendation.*
BP #: 500	
AP #:	
Date: 4/5/2023	

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
Violation of Laws – College disciplinary procedures are not necessary for cases in which the student's behavior on campus constitutes a clear violation of the law (examples: alcohol, vandalism). It is the college policy to report such violations to the proper law enforcement agencies, and to assist in prosecution. Students may also be subject to disciplinary process as provided by UCC Student Code of Conduct for violation of laws. DATE OF ADOPTION: DATE(S) OF REVISION(S): DATE OF LAST REVIEW: 04/13/11 by Board	To be deleted. (See 5520 AP Student Discipline)

POLICY / ADMINISTRATIVE PROCEDURE
REVISION TEMPLATE

TITLE: Alternative Methods of Earning Credit	**AREAS OF COLLABORATION:** *Please indicate consultations with other departments and/or individuals that may be affected by the recommendation.*
BP #: 702 (two versions)	
AP #:	
Date: 4/5/2023	

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
Current post on policy webpage: Umpqua Community College recognizes six alternative processes through which a student may acquire college credit: • Dual Credit (high school) • Advanced Placement (AP) Program • Challenge Procedure • College Level Examination Program (CLEP) • Credit for Prior Learning (CPL) • Credit for Professional Certification (CPC) Procedures detailing these processes can be found at the Advising and Career Center, in the college catalog, and on the college website. DATE OF LAST REVIEW: 01/13/10 by Board	To be deleted.
Latest version of 702: Introduction/Definition: Alternative forms of earning credit, also known as credit for prior learning, are granted for up to 25% of the credits needed for a degree or certificate. Policy: Alternative credit may be earned by the following means: • College Level Examination Program (CLEP) • Advanced Placement (AP) • International Baccalaureate (IB) • Military credit • Industry or professional certifications • Institutional challenge exams RESPONSIBILITY: The Registrar is responsible for implementing and updating this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure(s). NEXT REVIEW DATE: DATE OF ADOPTION: DATE(S) OF REVISION: 7/12/2017 DATE(S) OF PRIOR REVIEW: 1/13/2010	To be deleted.

POLICY / ADMINISTRATIVE PROCEDURE REVISION TEMPLATE

UMPQUA COMMUNITY COLLEGE

TITLE: Academic Calendar	**AREAS OF COLLABORATION:** *Please indicate consultations with other departments and/or individuals that may be affected by the recommendation.*
BP #: 707	
AP #:	
Date: 4/5/2023	

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
The Vice President of Instruction will establish an annual academic calendar in conjunction with a college-wide shared governance process. After the calendar has been approved by the Board, it will be posted on the UCC website. DATE OF ADOPTION: DATE(S) OF REVISION(S): 5/12/11 by Board DATE OF LAST REVIEW:	To be deleted.

POLICY / ADMINISTRATIVE PROCEDURE
REVISION TEMPLATE

UMPQUA COMMUNITY COLLEGE

TITLE: Grading System	**AREAS OF COLLABORATION:** *Please indicate consultations with other departments and/or individuals that may be affected by the recommendation.*
BP #: 711	
AP #:	
Date: 4/5/2023	

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
The Administration upon the recommendation of Instructional Council and Vice President for Instruction (Chief Academic Officer) shall adopt standards for measurement of student performance. The standards will be consistent with college outcomes and curriculum approval process. The standards will be generally consistent with other public community colleges in the state. The grading and evaluation of student performance in each course shall be the responsibility of faculty in accordance with the collective bargaining agreement and the grading policy and procedures. Grading procedures will be published in the college catalog and web site. DATE OF ADOPTION: DATE(S) OF REVISION(S): 07/14/10 by Board DATE OF LAST REVIEW:	To be deleted.

POLICY / ADMINISTRATIVE PROCEDURE
REVISION TEMPLATE

UMPQUA COMMUNITY COLLEGE

TITLE: Auditing a Course	**AREAS OF COLLABORATION:** *Please indicate consultations with other departments and/or individuals that may be affected by the recommendation.*
BP #: 712.02 (delete and change to 4070AP)	
AP #: 4070	
Date: 4/5/2023	

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
DELETE EXISTING POLICY 712.02: A student who wishes to participate in a course without receiving a letter grade (A-F or P) or credit may register and pay for the class with an audit grading option. In compliance with HB 2011, Oregon residents 65 years of age or older may audit certain lower division collegiate credit courses without tuition under conditions specified in the 2009 Act. However, the student will be responsible for paying all fees associated with the class. The VPI may determine that certain courses are ineligible for the audit option. Procedures will be published in the catalog and on the web site. DATE OF ADOPTION: DATE(S) OF REVISION(S): 04/23/10 DATE OF LAST REVIEW:	CHANGE TO NEW ADMINISTRATIVE PROCEDURE 4070: A student who wishes to participate in a course without receiving a letter grade (A-F or P) or credit may register and pay for the class with an audit grading option. Audit students may register for the class starting on the first day of class with department approval. Students wishing to audit a course cannot pre-register for the course. Charges for auditing a class are 50% of tuition and 100% of fees. Audit students can be added in the first ten days of the term if space is available. Students should be advised that an audit will not count towards degree or certificate requirements and cannot be turned into a grade at a later date. The Chief Academic Officer may determine that certain courses are ineligible for an audit option given space, instructor to students ratio, costs of course or other reasons. Priority in class enrollment shall be given to students enrolled in the course for credit toward a degree or certificate. There is no limit to the number of courses a student may audit.

POLICY / ADMINISTRATIVE PROCEDURE
REVISION TEMPLATE

TITLE: Final Examination	**AREAS OF COLLABORATION:** *Please indicate consultations with other departments and/or individuals that may be affected by the recommendation.*
BP #: 716	
AP #:	
Date: 4/5/2023	

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
The Instructional Council will institute procedures providing for consistency in the scheduling of final examinations among faculty and departments to ensure fairness to both students and faculty. DATE OF ADOPTION: DATE(S) OF REVISION(S): DATE OF LAST REVIEW: 02/22/11 by CC	To be deleted.

POLICY / ADMINISTRATIVE PROCEDURE REVISION TEMPLATE

UMPQUA COMMUNITY COLLEGE

TITLE: Degrees, Certificates and Evaluation	**AREAS OF COLLABORATION:** *Please indicate consultations with other departments and/or individuals that may be affected by the recommendation.*
BP #: 720	
AP #:	
Date: 4/5/2023	

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
All degrees and certificates must be approved by the College's internal curriculum process, the Board of Directors, the State Board of Education, and accrediting bodies before taking effect in the catalog. Revisions of degrees and certificates must also follow a similar process as new approvals, when appropriate. Degrees and certificates may be expanded, deleted, or reduced to meet the changing needs of students, community, and the College. All degrees and certificates will follow Oregon Community College and Workforce Development guidelines as covered in the Community College Handbook. The College will conduct a degree and certificate review process that evaluates the effectiveness and efficiency of degrees and certificates as determined by the vice president of instruction. The College will consider but is not limited to the following criteria in evaluating degrees and certificates: learner outcomes, comprehensive mission of college, FTE growth, cost, and responsiveness to community needs. The College will use the aid of advisory committees for all its degree and certificate design and as well as evaluation process. Internal curriculum information related to degrees, certificates, and evaluation information will be housed and maintained by the Office of Curriculum and Instructional Support. DATE OF ADOPTION: DATE(S) OF REVISION(S): 04/15/09 by Board DATE OF LAST REVIEW:	To be deleted.

UCC
UMPQUA COMMUNITY COLLEGE

BOARD POLICY

TITLE: ANIMALS ON CAMPUS

BOARD POLICY #   3440

A. Umpqua Community College allows animals on exterior grounds of campus property under certain conditions.

B. Umpqua Community College does not discriminate based on disabilities. Per State and Federal law, individuals with a Service Animal have full access to the College.

C. Umpqua Community College may allow nonservice animals in college buildings with prior authorization from an appropriate office.

D. Campus Security and/or Law enforcement may be called if an animal is left in a vehicle or there are otherwise concerns for the safety of the animal or others.

E. Certain conditions and authorization procedures shall be governed by associated administrative procedure.

REFERENCES:
- The Americans with Disabilities Act of 1990 -- 42 United States Code Sections 12101 et seq.;
- 28 Code of Federal Regulations Part 35;
- 28 Code of Federal Regulations Part 36;
- 34 Code of Federal Regulations Part 104.44(b) ORS 659A.143

RESPONSIBILITY:
The Vice President Student Services is responsible for implementing and updating this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure(s).

NEXT REVIEW DATE:
DATE OF ADOPTION: 3/11/2020
DATE(S) OF REVISION:
DATE(S) OF PRIOR REVIEW:

POLICY / ADMINISTRATIVE PROCEDURE REVISION TEMPLATE

UCC
UMPQUA COMMUNITY COLLEGE

TITLE: ANIMALS ON CAMPUS	**AREAS OF COLLABORATION:** *Please indicate consultations with other departments and/or individuals that may be affected by the recommendation.*
BP #: 3440 (was 404)	
AP #:	
Date:	

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
A. A person owning or having under their control an animal that requires restraint (such as a dog or cat) shall have a leash suitably attached to said animal so as to restrain its movements. Such animals, except those used by the College for the purpose of instruction, service animals and those used for assistance registered with the Office of Accessibility Services, or those used by law enforcement personnel shall only be permitted in college buildings with prior authorization of Umpqua Community College Security. B. Other animals will be allowed on campus by approval of Umpqua Community College Security only. All animals must remain with their owner and be suitably restrained at all times. Law enforcement may be called if animals are left in vehicles. Any person walking an animal must carry an instrument suitable for removing and disposing of feces. C. In order to prevent discrimination on the basis of disability, the College will allow an individual with a disability to use an assistance animal in college facilities and on college property in compliance with state and federal law. References: The Americans with Disabilities Act of 1990 -- 42 United States Code Sections 12101 et seq.; 28 Code of Federal Regulations Part 35; 28 Code of Federal Regulations Part 36; 34 Code of Federal Regulations Part 104.44(b) ORS 659A.143	A. Umpqua Community College allows animals on exterior grounds of campus property under certain conditions. B. Umpqua Community College does not discriminate based on disabilities. Per State and Federal law, individuals with a Service Animal have full access to the College. C. Umpqua Community College may allow non service animals in college buildings with prior authorization from an appropriate office. D. Campus Security and/or Law enforcement may be called if an animal is left in a vehicle or there are otherwise concerns for the safety of the animal or others. E. Certain conditions and authorization procedures shall be governed by associated administrative procedure. References: The Americans with Disabilities Act of 1990 -- 42 United States Code Sections 12101 et seq.; 28 Code of Federal Regulations Part 35; 28 Code of Federal Regulations Part 36; 34 Code of Federal Regulations Part 104.44(b) ORS 659A.143

3/22/2021

EXISTING POLICY / PROCEDURE	PROPOSED POLICY / PROCEDURE
RESPONSIBILITY: The Dean of Student Services is responsible for implementing and updating this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure(s). NEXT REVIEW DATE: DATE OF ADOPTION: 3/11/2020 DATE(S) OF REVISION: DATE(S) OF PRIOR REVIEW	RESPONSIBILITY: The Vice President Student Services Office is responsible for implementing and updating this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure(s).