

General Statement (AR 2.4.1)

The Maricopa Community Colleges are dedicated to providing a healthy, comfortable and educationally productive environment for students, employees and visitors.

Nondiscrimination Policy (AR 2.4.2)

It is the policy of the Maricopa Community Colleges (consisting of Chandler-Gilbert Community College, the District Office, Estrella Mountain Community College, GateWay Community College, Glendale Community College, Maricopa Skill Center, Southwest Skill Center, Mesa Community College, Paradise Valley Community College, Phoenix College, Rio Salado College, Scottsdale Community College, and South Mountain Community College) to promote equal employment opportunities through a positive continuing program. This means that Maricopa will not discriminate, nor tolerate discrimination, against any applicant or employee because of race, color, religion, gender, sexual orientation, national origin, age, disability, or veteran status. Additionally, it is the policy of the Maricopa Community Colleges to provide an environment for each job applicant and employee that is free from sexual harassment, as well as harassment and intimidation on account of an individual's race, color, religion, gender, sexual orientation, national origin, age, disability, or veteran status.

This nondiscrimination policy covers all aspects of the employment relationship and admission to, access to, and treatment of students in the Maricopa Community Colleges' programs and activities including vocational education. This policy also prohibits discrimination on the basis of sexual orientation in the admission and treatment of students in the Maricopa Community Colleges' programs and activities and in the hiring, treatment, promotion, evaluation, and termination of employees.

Equal Opportunity Statement (AR 2.4.3)

It is the policy of the Maricopa Community Colleges to promote equal employment opportunities through a positive continuing program. This means that Maricopa will not discriminate, nor tolerate discrimination, against any applicant or employee because of race, color, religion, gender, sexual orientation, national origin, age, disability, or veteran status. Additionally, it is the policy of the Maricopa Community Colleges to provide an environment for each job applicant and employee that is free from sexual harassment, as well as harassment and intimidation on account of an individual's race, color, religion, gender, sexual orientation, national origin, age, disability, or veteran status.

SEXUAL HARASSMENT POLICY (AR 2.4.4 & 5.1.8-17)

The policy of the Maricopa Community Colleges is to provide an educational, employment, and business environment free of unwelcome sexual advances, requests for sexual favors, and other verbal and/or physical conduct or communications constituting sexual harassment as defined and otherwise prohibited by local, state, and federal law.

Sexual harassment by and between employees, students, employees and students, and campus visitors and students or employees is prohibited by this policy.

Violations of this policy may result in disciplinary action up to and including termination of employees, sanctions up to and including suspension or expulsion of students, and appropriate sanctions against campus visitors.

This policy is subject to constitutionally protected speech rights and principles of academic freedom. Questions about this policy may be directed to the Maricopa Community Colleges Equal Employment Opportunity/ Affirmative Action (EEO/AA) Office.

COPYRIGHT ACT COMPLIANCE (AR 2.4.5)

Students are expected to comply with the provisions of the Copyright Act of 1976 pertaining to photocopying of printed materials, copying of computer software and videotaping. In order to assist

students in complying with the Copyright Law, appropriate notices shall be placed on or near all equipment capable of duplicating copyrighted materials.

EMISSIONS CONTROL COMPLIANCE (AR 2.4.6)

Pursuant to A.R.S. §15-1444 C. no vehicle shall be allowed to park in any college parking lot unless it complies with A.R.S. §49-542 (the vehicle emissions inspection program). At the time of course registration, every out-of-county and out-of-state students will be required to sign an affidavit stating that the student's vehicle meets the requirements of A.R.S. §49-542. Vehicles which are not in compliance are subject to being towed at the owner's expense.

ABUSE-FREE ENVIRONMENT (AR 2.4.7)**A. Substance Abuse/Misuse Statement**

Drug abuse and misuse has become a national issue and is receiving national attention, particularly in the academic community. The insidious effects of the abuse of these agents are also felt by all walks of life and economic levels. Therefore, as an education providing institution, we are responsible to provide knowledge and guidelines about prevention, control, and treatment of the abuse/misuse of alcohol, illegal and legal drug uses and misuses.

This policy statement has been constructed on the belief that higher education has a responsibility to face safety and health factors of substance abuse/misuse issues forthrightly and innovatively. We believe that the community college needs to adapt programs applicable to their community as well as to our individual student's needs. The policy statements should be comprehensive, understood by those expected to comply, realistic and enforceable, consistently applied, and cover foreseeable dangers.

Construction of this statement has been founded on concerns of individual safety, educational quality, and legal liability. It is recognized that each individual is responsible for his/her actions and must be afforded an opportunity to develop knowledge, skills and talent, and be willing to share community responsibilities. The Maricopa Community College District has an equal "duty to care" responsibility and a commitment to substance abuse/misuse education for all students and employees.

The Maricopa Community College District shall:

1. Visibly demonstrate a performance of the Maricopa Community College District "duty to care".
2. Comply with requirements for federal funds.
3. Describe what the college does about substance abuse/misuse (alcohol, drugs, anabolic steroids).
4. Inform/educate members of the academic community of adverse effects of these substances.
5. Inform/educate the academic community about the policies concerning substance misuse and abuse.
6. Discourage illegal drug abuse and legal substance misuse.
7. Provide individual and group counseling
8. Provide assistance and guidance to obtain treatment and rehabilitation of any identified problem.

To achieve these objectives, the program must provide an environment capable of:

1. Developing and implementing substance misuse/abuse prevention programs.
2. Providing educational training and prevention programs for the college and community it serves.
3. Providing timely and accurate information dissemination.
4. Establishing supportive counseling programs as needed.
5. Establishing a strong on-going evaluation of services.
6. Providing assistance to obtain treatment and rehabilitation of substance abuse/misuse.
7. Clarifying the college regulations for control of alcohol and drug use.
8. Providing procedures that the college will follow to correct and stabilize emergency situations.

Each college will identify key people to provide emergency services and to contact and work with outside agencies.

The Maricopa Community College District is committed to establishing a preventative substance abuse program at each college designed to affect positively the problems of irresponsible use of alcohol and the use and abuse of illegal substances. A main focus of the program will be on education of the campus community and assistance to individuals.

The Maricopa Community College District fully supports disciplinary action for misconduct and the enforcement of state laws governing the use of alcohol and the use, abuse, possession or distribution of controlled substances or illegal drugs.

B. Student Program to Prevent Illicit Use of Drugs and Abuse of Alcohol

1. Introduction and Purpose

The Federal Drug-Free Schools and Communities Act of 1989 (Public Law 101-226) requires federal contractors and grantees to certify that they will provide a drug-free school. As a recipient of federal grants, the District must adopt a program toward accomplishing this goal. While federal legislation has been the impetus for creation of the program, the administration and Governing Board recognize that substance abuse is a problem of national proportions that also affect students at the Maricopa Community Colleges. Based upon that concern, it is intended that this program on prevention of alcohol and drug abuse on college campuses will go beyond the strict dictates of the law and will serve as a comprehensive educational and resource tool.

The Maricopa Community Colleges are committed to maintaining learning environments that enhance the full benefits of a student's educational experience. The Maricopa County Community College District will make every effort to provide students with optimal conditions for learning that are free of the problems associated with the unauthorized use and abuse of alcohol and drugs. Part of the educational mission of the Maricopa Community Colleges, in conjunction with this program, is to educate students about positive self-development, the benefits of a healthy lifestyle and the health risks associated with substance abuse.

The purpose of this program is to:

- a. Ensure that the Maricopa Community Colleges working and learning environment for students and the public is safe, orderly and free of illegal activity.
- b. Comply with the Drug-Free School and Communities Act of 1989, and other relevant substance abuse laws.
- c. Provide students with access to appropriate treatment and rehabilitation assistance for problems associated with substance use or abuse.

2. Standards of Conduct

In the student handbooks of the Maricopa Community Colleges under codes of conduct, the following are examples of behavior that is prohibited by law and/or college rules and policies:

- a. Drinking or possession of alcoholic beverages on the college campus.
- b. Misuse of narcotics or drugs.

3. Sanctions for Violation of Standards of Conduct

Disciplinary actions include, but are not limited to:

- a. Warning,
- b. Loss of privileges,
- c. Suspension, or
- d. Expulsion.

4. Legal Consequences of Alcohol and Other Drugs**a. Laws Governing Alcohol**

The State of Arizona sets twenty-one as the "legal drinking age". An underage person who buys, receives, possesses or consumes alcoholic beverages is guilty of a misdemeanor and may be subject to a fine and imprisonment for up to six months.

Arizona Revised Statutes, Title 28, Chapter 4, Article 3 prohibit driving while under the influence of intoxicating liquor or drugs (DWI). Drivers arrested for a DWI who refuse to be tested face suspension of their licenses or permits to drive for twelve months. A driver whose test results show a blood or breath alcohol concentration of 0.08 or more will, on conviction for a first offense, be sentenced to no less than ten days in jail, pay a fine of not less than \$250, pay an additional assessment of \$1,000, and may be required to perform community restitution and equip his or her vehicle with a certified ignition interlock device. On conviction of a second offense within 84 months, the person shall have his/her driving privilege revoked for one year. Additionally, the person shall be sentenced to not less than 90 days in jail, pay a fine of not less than \$500, pay an assessment of \$2,500, and shall be ordered to perform at least 30 hours of community restitution. Additionally, the person may be required to equip his or her vehicle with a certified ignition interlock device for up to twelve months starting on the date that his or her driving privileges are restored.

b. Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance

First conviction: Up to one year imprisonment and fined at least \$1,000 but not more than \$100,000, or both. (21 United States Code §844)

After one prior drug conviction: At least fifteen days in prison, not to exceed two years and fined at least \$2,500 but not more than \$250,000, or both. (21 United States Code §844)

After two or more prior drug convictions: At least ninety days in prison, not to exceed three years and fined at least \$5,000 but not more than \$250,000, or both. (21 United States Code §844)

Special sentencing provisions for possession of crack cocaine (21 United States Code §844): Mandatory at least five years in prison, not to exceed twenty years and fined up to \$250,000, or both, if:

- 1) First conviction and the amount of crack possessed exceeds five grams.
- 2) Second conviction and the amount of crack possessed exceeds three grams.
- 3) Third or subsequent crack conviction and the amount of crack possessed exceeds one gram.

Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one year imprisonment. (See special sentencing provisions re: crack) (21 United States Code §853)

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance. (21 United States Code §§853 and 881(a)(4))

Civil fine of up to \$10,000 (pending adoption of final regulations). (21 United States Code §884(a))

Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to one year for first offense, up to five years for second and subsequent offenses. (21 United States Code §862)

Ineligible to receive or purchase a firearm. (21 United States Code §922(g))

Miscellaneous: Revocation of certain Federal licenses and benefits, e.g. pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

Note: These are only some of the Federal penalties and sanctions.

c. **State Penalties and Sanctions**

Title Thirteen, Chapter 34 of the Arizona Revised Statutes lists drug offenses and their penalties. Following is list of drugs that are frequently misused with a description of the potential penalties attached to a conviction.

- 1) **Marijuana:** A first offense for possession or use of marijuana in an amount of less than two pounds constitutes a class 6 felony and carries a possible prison term of one year and a fine of not less than \$750. The sale of marijuana in an amount of less than two pounds constitutes a class 3 felony and carries a prison sentence of three and one-half years and a fine of no less than \$750. There are other possible penalties as well. (A.R.S. §13-3405)
- 2) **LSD and Metamphetamine:** Possession, use and sale are felonies carrying sentences from four to five years and fines of not less than \$1,000. There are other possible penalties as well, including a presumptive sentence of ten years for the sale of metamphetamine. (A.R.S. §13-3407)
- 3) **Heroin and Cocaine:** Possession, use and sale are felonies carrying sentences up to five years and a fine of not less than \$2,000. There are other possible penalties as well. (A.R.S. §13-3408)

C. Alcoholic Beverages - Usage Regulation (AR 4.13)

This Administrative Regulation prohibits the use of District funds to purchase alcoholic beverages or services related to them except in small amounts to be used in cooking for the District's culinary programs. Additionally, it generally prohibits the presence of alcoholic beverages on premises owned by the District, or those leased or rented by the institution. It permits a few, narrow exceptions to that latter prohibition. The exceptions are not available to the general population of District employees or officials. More importantly, they are established to ensure that the District's actions stay within the boundaries of state law and the District's insurance coverage. Therefore, strict compliance with this regulation is essential.

1. **No Funds.** No funds under the jurisdiction of the governing board of the District may be used to purchase alcoholic beverages, except for the limited purposes of purchasing small amounts of them for use solely as ingredients in food preparation for classes and at the District's culinary institutes. Alcoholic beverages may not be stored on premises owned, leased, or rented by MCCCDC except as provided in Paragraph H.
2. **No Service or Sale of Alcoholic Beverages.** The law of the state of Arizona strictly regulates the service, sale, distribution and consumption of alcoholic beverages. In light of that law, the District does not permit alcoholic beverages to be served, sold or distributed on or in the premises owned by the District or leased or rented by the Maricopa Community Colleges for District-

approved educational, fund-raising or other community purposes, except as provided in Paragraphs C and G.

3. **Service at District Events on District-owned Property.** The Chancellor has the sole authority to approve the service, but not the sale or other distribution, of wine or beer at District events on district-owned property that the Chancellor either sponsors or approves. The only District employees authorized to request the Chancellor's approval are the College Presidents and the Vice Chancellors. Additionally, the law strictly limits the service of wine or beer by the District on District-owned property, and those restrictions are specified in Paragraph E. Unless approved by the Chancellor in compliance with the law and this regulation, alcoholic beverages may not be served on District-owned property.
4. **Event Form Required.** A College President or Vice Chancellor who wishes to obtain the Chancellor's approval for the service of wine or beer at a District-sponsored event on District-owned property shall forward a completed written request to the Chancellor no later than 30 days before the event. The request form is available at: [AS-6 - Notice of Intent to Serve Beer and Wine](#). On signing the form, the Chancellor will provide a copy of it to the requestor and to the MCCCCD Risk Manager. For events that the Chancellor sponsors, he or she will complete the form, sign it and provide it to the MCCCCD Risk Manager no later than 10 business days before the event. The MCCCCD Risk Manager will forward copies of the forms to the Arizona Department of Liquor Licenses and Control.
5. **Service restrictions required by law.** An event approved under Paragraph D must, by law, comply with the all of the following restrictions:
 - a. The only alcoholic beverages that may be served and consumed are wine and beer. Wine consumption is limited to 6 oz. per person, and beer consumption is limited to 24 oz;
 - b. The gathering must be by invitation only, and not open to the public;
 - c. The gathering may not exceed 300;
 - d. Invitees may not be charged any fee for either the event or the beer or wine; and
 - e. The consumption may only take place between noon and 10:00 p.m.Additionally, beer and wine may only be served by a beverage service contractor whose liquor license with the state of Arizona is in good standing, except as provided in Paragraph F. The contractor must provide all of the beverages served and well as the servers or bartender. Before the event, the contractor must provide a certificate of insurance that meets the requirements of the District's Risk Manager and that adds the District as an additional insured. The contractor must also agree in writing to indemnify the District regarding the service of the beverages.
6. **Culinary Institutes.** The Chancellor may sponsor or approve an event at one of the District's culinary institutes. Students may serve wine and beer at the event as part of their class requirements, subject to the limitations of Paragraph E. Any student serving those beverages must, by law, be 19 years or older.
7. **Third-Party Event.** The Maricopa County Community College District foundation and the friends of public radio Arizona may, with the approval of the Chancellor, sponsor an event on District-owned property under this regulation. The City of Phoenix and the friends of the Phoenix Public Library may also do so, with the approval of the Chancellor, at the joint library on the campus of South Mountain Community College. These third-party, non-district entities are solely responsible for determining the steps that they are required to take to comply with Arizona's alcoholic beverages laws. Additionally, they must comply with the following steps:
 - a. The entity obtains a liquor license from the Arizona Department of Liquor Licenses and control for each event and fully complies with the laws, rules and other requirements applicable to that license;
 - b. The entity completes the form available at [AS-7 - Request to Serve - Third Party](#). And provides it to the Chancellor for approval along with a copy of the liquor license no later than 60 days before the event;

- c. The entity provides a certificate of insurance demonstrating that it has liquor liability coverage and that it adds the District as an additional insured;
 - d. The entity agrees in writing to indemnify the District from any claims of any kind arising out of the event;
 - e. Beer and wine are the only alcoholic beverages served and only served through a beverage service contractor whose liquor license with the state of Arizona is in good standing;
 - f. The contractor provides all of the beverages served and well as the servers or bartenders;
 - g. Before the event, the contractor provides a certificate of insurance that meets the requirements of the District's Risk Manager and that adds the District as an additional insured; and
 - h. The contractor agrees in writing to indemnify the District regarding the service of the beverages.
8. **Receipt of beverages; storage.** It is not permissible to store wine or beer on premises owned, leased or rented by MCCCDC, except as provided in this paragraph. Alcoholic beverages purchased for use in cooking in District culinary courses must be stored in such a way that it is inaccessible to anyone except the Director or designee of the culinary program. For wine and beer to be used for receptions at the district's culinary institutes, as authorized by this administrative regulation, the following storage requirements apply:
- a. Wine and beer to be served may only be brought to MCCCDC property no sooner than four hours prior to the event, and remain there no longer than four hours after the event; and
 - b. Once the wine and beer arrives on MCCCDC property, the Director of the culinary program shall assign an MCCCDC employee to ensure that it is not stolen or that it is not opened until ready to be served.
9. **Compliance with law.** In compliance with applicable law, any persons planning an event under this administrative regulation are required to familiarize themselves with the pertinent laws and other requirements established by the state of Arizona for the service of alcoholic beverages, particularly those in Arizona Revised Statutes Title 4 (Alcoholic Beverages) Chapters 1 (General Provisions), 2 (Regulations and Prohibitions) and 3 (Civil Liability of Licensees and Other Persons) as well as Arizona Administrative Code Title 19, Articles 1 (State Liquor Board) and 3 (Unlicensed Premises Definitions and Licensing Time-Frames).
10. **Residential Housing.** Lawful occupants of residential housing under the jurisdiction of the Governing Board, if over the age of 21 years and not otherwise lawfully barred from such practice, may possess and consume alcoholic beverages in the privacy of their respective leased housing facility. Guests of such occupants over the age of 21 years shall have the same privilege. No alcohol is permitted in public areas (nor common areas of a dormitory) at any time.
11. **Personal Responsibility.** The personal or individual purchase of alcoholic beverages by individuals attending District-approved functions held in places serving alcoholic beverages is a personal and individual responsibility. Administrative discretion shall be exercised in the approval of the location of such activities, as such decision pertains to the nature of the group involved.

Amended by the Governing Board July 22, 2008 - Motion Number 9504

Adopted into Governance, September 24, 1996

Amended Motion No. 8894

Amended Motion No. 8895

Amended Motion No. 8896

Founding Source: Governing Board Minutes, March 28, 1995, Motion No. 8378

Governing Board Minutes, September 15, 1975, Motion No. 2747

D. Other Health Concerns

General Guidelines Concerning AIDS

Neither a diagnosis of AIDS nor a positive HIV antibody test will be part of the initial admission decision for those applying to attend any of the Maricopa Community Colleges. The Maricopa Community Colleges will not require screening of students for antibody to HIV.

Students with AIDS or a positive HIV antibody test will not be restricted from access to student unions, theaters, cafeterias, snack bars, gymnasiums, swimming pools, recreational facilities, restrooms, or other common areas, as there is not current medical justification for doing so.

Where academically and logistically feasible, students who have medical conditions, including AIDS, may seek accommodation in order to remain enrolled. Medical documentation will be needed to support requests for accommodation through the Office of Disabled Resources and Services or the Office of Vice President of Student Affairs.

The Maricopa Community Colleges acknowledge the importance of privacy considerations with regard to persons with AIDS. The number of people who are aware of the existence and/or identity of students who have AIDS or a positive HIV antibody test should be kept to a minimum. When a student confides in a faculty member, knowledge of the condition should be transmitted to the appropriate vice president of student affairs or designee who will make the determination if the information should be further disseminated. It should be remembered that mere exposure to the person in a classroom does not constitute a need to know the diagnosis. It is, therefore, unnecessary to document in a student's file the fact that he or she has AIDS unless the information is to be used for accommodation reasons. Sharing confidential information without consent may create legal liability.

Students are encouraged to contact the Office of Disabled Resources and Services and/or the vice president of student affairs or designee for the types of services available in the district or community on matters regarding AIDS or the HIV virus.

Amended through the Administrative Regulations approval process on October 22, 2008

PETITION SIGNATURE SOLICITATION (AR 2.4.8)

- A. This regulation shall govern access to college premises by representatives who wish to solicit signatures on petitions for the purpose of submission of a ballot proposition to voters, or nomination of a candidate for elective office, in a city-, county-, or state-wide election.
- B. Each college president shall designate general hours of accessibility for solicitation and a location on college premises where all representatives on behalf of any candidate or ballot proposition may solicit signatures. The location shall be in a common area where the solicitation will not serve as an obstruction to student activities or otherwise disrupt the college environment.
- C. All solicitation must take place in designated areas. Standard space may include one or two tables and chairs. Campus restrictions regarding amplification will apply. Representatives may not distribute or make available to students, employees, or college visitors any tangible item, except for informational literature about the proposed candidate or ballot initiative.
- D. Representatives shall notify the designated official at each college or center of their intent to be present on college premises no fewer than three working days prior to soliciting signatures. Upon obtaining authorization, representatives shall be provided a written version of this regulation.

Adopted pursuant to the Administrative Regulation approval process on July 18, 2002

SOLICITATION (AR 2.4.9)

A. Definitions

A "solicitor" is any non-Maricopa Community Colleges-affiliated entity that would, on the premises of any Maricopa Community College or Center, purport to sell or promote any product, service, or idea, but does not include such an entity that would enter the premises for the purposes of promoting, opposing, or soliciting petition signatures in connection with any political candidate or initiative, or referendum ballot.

2.4 COLLEGE ENVIRONMENT

A "special event" is a college-sponsored event conducted on college premises for the benefit of students that is based on a particular theme, and for which the college has deemed it essential to invite the participation of solicitors whose products, services or ideas are pertinent to the special event's theme.

B. Requirements

1. A solicitor must notify the designated official at each college or center of their intent to solicit on college or center premises. A solicitor who would purport to sell any product or service is responsible for obtaining any necessary tax licenses and must submit to the designated official a certificate of commercial liability insurance and pay to the college or center, in consideration for the opportunity for solicitation, a fee in the amount of \$50 per day or \$125 per full week.
2. Campus restrictions regarding location, time, date, and use of amplification may apply. All requests for space shall be granted on a first-come, first-served basis only upon completion of the requirements contained in this regulation.
3. All solicitation must take place at tables in designated areas. Standard space will be one or two tables and chairs. Solicitors may be limited to no more than fifty (50) hours of solicitation activity per semester at each college or center.
4. By requesting the opportunity for solicitation on the premises of a college or center, a solicitor warrants that it may lawfully sell or promote its product, service or idea and that such activity does not violate any law, and does not violate any trademark, copyright, or similar proprietary interest. The activity of any solicitor may not violate any existing Maricopa contract.
5. The president of every college or center shall establish for such location restrictions governing the activities of solicitors. Such restrictions shall supplement, but shall not replace or waive, this regulation.
6. A college may waive the fee prescribed in this regulation for any solicitor's participation in a special event if the college determines that such participation will be of particular educational benefit to the interests of that college's students; the participation is sponsored by a club, organization, or academic division; and the participation is approved by the college's Student Life and Leadership department. A college may waive both the fee and the insurance certificate requirements prescribed in this regulation for a student purporting to sell or promote a product or service at a special event, provided that:
 - a. Such product or service presents low risk of harm to a potential user;
 - b. The product or service is not food or food-related and;
 - c. The student is soliciting solely on his or her own behalf and not pursuant to any sales agreement, commission agreement, or similar affiliation or contractual relationship with another entity.
7. Any solicitor who violates this regulation may be deemed a trespasser on college or center premises, and therefore subject to appropriate prosecution within the discretion of the College Safety department and other responsible officials at the college or center. The Maricopa County Community College District, its colleges and centers, assume no responsibility - financial or otherwise - for the acts or omissions of any vendor whose presence on college premises pursuant to this regulation is approved by any college official.

Adopted through the Administrative Regulations approval process on July 12, 2001

CHILDREN ON CAMPUS (AR 2.4.10)

Children (younger than 18) may not attend any class unless they are officially registered for the class.

Children will not be allowed on campus unless participating in an authorized college program or under the supervision of an adult.

CRIME AWARENESS AND CAMPUS SECURITY ACT (AR 2.4.11)

Federal legislation requires the college to maintain data on the types and number of crimes on college property as well as policies dealing with campus security. To obtain additional information on this subject, contact the college Safety and Security Department.

WORKPLACE VIOLENCE PREVENTION (AR 2.4.12)

It is the policy of the Maricopa Community Colleges to promote a safe environment for its employees, students, and visitors. The Maricopa Community Colleges are committed to working with its employees to maintain an environment free from violence, threats of violence, harassment, intimidation, and other disruptive behavior.

Violence, threats, harassment, intimidation, and other disruptive behavior in our facilities will not be tolerated, and it is the responsibility of all members of the Maricopa Community Colleges to report any occurrence of such conduct. Every employee, student and visitor on Maricopa Community College District property is encouraged to report threats or acts of physical violence of which he/she is aware. All reports will be taken seriously and will be dealt with appropriately. Such behavior can include oral or written statements, gestures, or expressions that communicate a direct or indirect threat of physical harm.

This policy applies to employees and students, as well as independent contractors and other non-employees doing business with the Maricopa Community Colleges. Individuals who commit such acts may be removed from the premises and may be subject to disciplinary action, criminal penalties, or both. The Chancellor is hereby instructed to enact all administrative regulations necessary to implement this policy.

STUDENT RIGHT TO KNOW (AR 2.4.13)

Under the terms of the Student Right To Know Act, the college must maintain and report statistics on the number of students receiving athletically related student aid reported by race and sex, the graduation rate for athletes participating in specific sports reported by race and sex, the graduation rate for students in general, reported by race and sex and other similar statistics. To obtain copies of these reports, contact the Office of Admissions and Records.