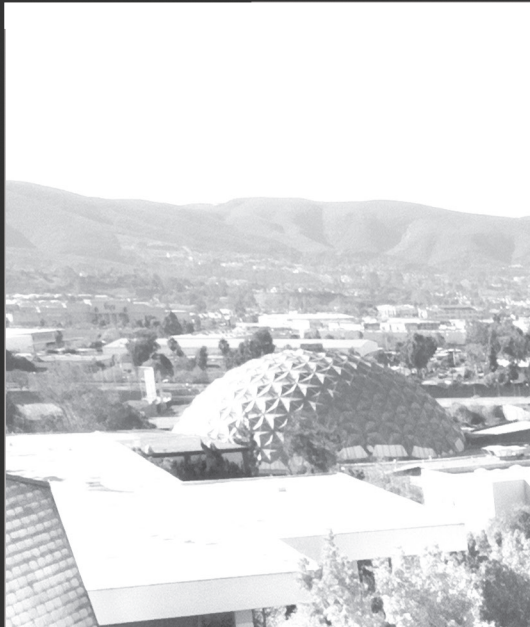


STUDENT RIGHTS AND RESPONSIBILITIES 4



Section 4

Student Rights and Responsibilities

Each student is responsible for following the rules and regulations in this catalog. Furthermore, each student is responsible for his/her enrollment in classes and for attending classes. The College is not liable if the student fails to read and understand the rules.

Academic Accommodations for Students with Disabilities

The Palomar Community College District (PCCD) is committed to all provisions of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and Section 508 of the Rehabilitation Act of 1973. Students with verified disabilities who may require academic adjustments or auxiliary aids are strongly recommended to contact the Disability Resource Center (DRC) and complete orientation procedures well before classes begin to ensure timely provision of services. For further information regarding academic accommodation procedures, please contact DRC at 760-744-1150, ext. 2375 or visit our website at www.palomar.edu/dsps. Questions regarding academic accommodations may also be directed to the College ADA Officer at 760-744-1150, ext. 2154.

Academic Integrity

The Center for Academic Integrity at Duke University* defines academic integrity as a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behavior that enable academic communities to translate ideals into action.

Palomar College is wholly committed to the idea and ideals of academic integrity. We embrace and adopt the definition and related principles of academic integrity provided by the Center for Academic Integrity stated in the paragraph above. Following are the explanations of the five principles as provided by the Center for Academic Integrity and adopted by Palomar College.

- 1. Honesty:** Begins with oneself and extends to others. In the quest for knowledge, we must be honest with ourselves and with each other, whether in the classroom, laboratory, meeting, library, or on the playing field.
- 2. Trust:** Only with trust can we believe in the research and efforts of others and move forward with new work. Only with trust can we collaborate with individuals, sharing information and ideas without concern that our work will be misappropriated or misused, our reputations diminished, or our academic careers harmed. Only with trust can our communities believe in the social and economic value and meaning of an institution's scholarship and degrees.
- 3. Fairness:** Important components of fairness are predictability, clear expectations, and a consistent and just response to dishonesty. All campus constituencies have a role in ensuring fairness and a lapse by one member of the community does not excuse misconduct by another.
- 4. Respect:** Demonstrated by attending class, being on time, paying attention, following instructions, listening to other points of view, being prepared and contributing to discussions, meeting academic deadlines, and performing to

the best of our ability. Being rude, demeaning, or disruptive is the antithesis of respectful conduct. We show respect for the work of others by acknowledging our intellectual debts through proper identification of sources.

- 5. Responsibility:** Shared responsibility distributes the power to effect change, helps overcome apathy, and stimulates personal investment in upholding academic integrity standards. Being responsible means taking action against wrongdoing, despite peer pressure, fear, loyalty, or compassion. At a minimum, individuals should take responsibility for their own honesty and should discourage and seek to prevent misconduct by others. Whatever the circumstances, members of an academic community must not tolerate or ignore dishonesty on the part of others.

* The Center for Academic Integrity is affiliated with the Kenan Ethics Program at Duke University in Durham, North Carolina.

Debts Owed to the College

Debts occur when a student fails to repay money borrowed from the College, violates a student financial aid contract, fails to pay tuition and/or enrollment fees, library fines, or bookstore charges. Debts also occur when the student fails to reimburse the College for a returned check, does not return or account for athletic equipment/uniforms, or fails to pay scheduled fees for other services provided by the College. This list of debts is not all inclusive and may include others not specifically listed. If a delinquent debt is sent to the Chancellor's Office Tax Offset Program or another collection agency, a 33% penalty charge will be added to the balance owed.

Palomar College reserves the right to withhold all further services until the debt is paid in full. Grades and transcripts may be withheld until all financial obligations are cleared.

Drugs and Alcohol Policy

It is the policy of the Palomar Community College District to provide, maintain, encourage, and support a drug-free and alcohol-free campus. The commitment of this policy is to education, prevention, rehabilitation, and recovery. An alcohol-free and drug-free campus will promote the safety and health of students, employees, and the public.

All employees and students are clearly and expressly prohibited from the possession, being under the influence, or consumption of alcohol, illegal drugs, or controlled substances on campus, at any school-sponsored event, or while acting within the scope of employment.

The complete Code of Conduct may be found on the Student Affairs web page at: www2.palomar.edu/pages/studentaffairs/home/student-discipline/ and is also available in the Office of Student Affairs, SU-201.

FERPA and Privacy Rights of Students

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

- (I) The right to inspect and review the student's education records within 15 working days of the day the College receives a request for access.

Under Section 76230 of the Education Code, current and formerly-enrolled students have an absolute right of access to their own records. One exception is that under Section 76231 of the Education Code, students may waive their right of access to confidential reference letters.

A student has access to review his/her own record by submitting a request directly to the Records Office. Palomar College will provide the opportunity to inspect and review the student's record within 15 working days. Students may give permission to receive a personal transcript or have the transcript sent to another individual or institution. Parents of minor and non-minor students do not have access, except when written permission is received from the student.

- (2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Students may file written requests with the Admissions Office to correct or remove information recorded in their student records as described in the Administrative Procedure (AP 5045). Within 30 days of receipt of the request, the Admissions Office shall meet with the student and the employee who recorded the information in question, if any, if the employee is presently employed by the District. The Admissions Office shall then sustain or deny the allegations.

If the Admissions Office sustains any or all of the allegations, the subject information shall be corrected, removed, or destroyed as applicable. If the Admissions Office denies any or all of the allegations and refuses to order the correction or removal of the information, students, within 30 days of the refusal, may appeal the decision in writing to the Academic Review Committee for academic issues, the Financial Aid Appeals Committee for student financial aid record issues, or the Director of Student Affairs for disciplinary record issues.

A final appeal may be made to the Governing Board. The Governing Board shall, in closed session with the student and the employee who recorded the information in question, determine whether to sustain or deny the allegations. If the Governing Board sustains any or all of the allegations, it shall order the Superintendent/President or his/her designee, to immediately correct or remove and destroy the information. The decision of the Governing Board shall be final.

If the final decision is unfavorable to the student, the student shall have the right to submit a written statement of his/her objections to the information. This statement shall become a part of the student's record until the information objected to is corrected or removed.

Whenever there is included in any student record information concerning any disciplinary action, the student shall be allowed to include in such record a written statement or response concerning the disciplinary action.

Whenever there is included in any student record information concerning any disciplinary action in connection with any alleged sexual assault or physical abuse, or threat of sexual assault, or any conduct that threatens the health and safety of the alleged victim, the alleged victim of that sexual assault or physical abuse shall be informed within three days of the results of the disciplinary action and the results of any appeal. The alleged victim shall keep the results of that disciplinary action and appeal confidential.

- (3) The right to provide written consent before the College discloses personally identifiable information from the student's education records except to the extent that FERPA authorizes disclosure without consent.

No instructor, official, employee, or member of the Governing Board shall authorize access to student records to any person except under the following circumstances:

Student records shall be released pursuant to a student's written consent.

"Directory information" may be released in accordance with the definitions in BP 22 5040 titled Student Records and Directory Information. Directory information is maintained which includes name, address, telephone number, date of birth, and class schedule information. Student degrees and awards may be publicized to recognize scholastic and athletic achievements in the school newspaper, or to the news media. Lists may be provided to other Palomar College departments or to colleges and universities for the expressed purpose of providing educational opportunities and financial assistance to students (names and addresses only).

Student records shall be released pursuant to a judicial order or a lawfully issued subpoena. Each student whose record is requested under a subpoena is notified in advance of compliance and will be offered an opportunity to introduce a motion to quash.

Student records shall be released pursuant to a federal judicial order that has been issued regarding an investigation or prosecution of an offense concerning an investigation or prosecution of terrorism.

The Federal Solomon Act requires colleges to release full directory information (including address) to U.S. Armed Forces.

Student records may be released to officials and employees of the District only when they have a legitimate educational interest to inspect the record.

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the college to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

As provided for in the Act, a student's personal information can not be released to any other person without the written consent of the student. A photo identification will be required to access information. Official student records are kept in the Office of Admissions and Records. The Director, Enrollment Services has been designated "Record Officer," as required by the Act.

Under Section 49061 of California Education Code, parents of community college students do not have a right of access to their children's student records, regardless of whether the student is under the age of 18. Also, under federal law (Section 1232g of Title 20 of the United States Code), there is a general right of parental access to student records for grades K-12, but not for college students, regardless of age.

Parking and Traffic Regulations

Parking Permits

A permit from the College is required for all vehicles on District property 24 hours a day, seven days a week. The permit must be placed on the rear-view mirror when parked or, if you have a convertible, a decal may be affixed to the right rear bumper or right rear window and on the left front fork of motorcycles.

Permits may be purchased at the Cashier's Office on the San Marcos campus and at the Palomar College Escondido Education Center Enrollment Counter. They may also be purchased online with a credit card via eServices at www.palomar.edu up to one week prior to the beginning of the semester. Once payment has been received and the mailing address confirmed, the permit will be mailed to the student. Online purchase of permits will continue after the mailing cut-off date three weeks into the semester; however, the permits must be personally picked up by the student at the Police Department located in Parking Lot 1, at the main entrance or at the enrollment counter at the Escondido Education Center. Semester permits are only valid from the date of purchase through the expiration date printed on the permits. Refunds for parking permits are granted during the first two weeks of each semester, and thereafter in cases of unusual circumstances which can be confirmed through appropriate documentation.

BOGW-eligible students may purchase a parking permit at a reduced rate. *Only one discounted permit is allowed per semester. If a regular permit is purchased and the student becomes BOGW eligible at a later date, there will be no refund issued.

Students should only purchase a parking permit through authorized sales channels, and the re-sale of parking permits is prohibited. Students who purchase permits from unauthorized sellers may find themselves liable for possessing a stolen or counterfeit parking permit. Citations for using lost/stolen or counterfeit permits will be subject to a fine, and the offender may also be referred to the Office of Student Affairs for violation of the Student Conduct Code.

One-day permits may be purchased for \$5.00 (fee is subject to change without further notice) from machines located in lots 3, 5, 9, and 12, on the main campus, and at the Escondido Education Center in lots 1, and 3 beginning in Fall 2013. Permit machines take \$1's, \$5's, and coins, as well as ATM or credit cards. Permits will be honored in student lots only. A two-hour visitor permit and an *emergency/temporary one-day* (limited to one per semester) student permit may be obtained from the Campus Police Office and the Escondido Education Center's Police Storefront. These permits are valid for the designated time period, in designated spaces/lots only, and along the roadway where parking is authorized. Overnight parking is not allowed without prior approval from the College Police Department. Violators will be towed at owner's expense and/or cited.

Citations

The Police Department will issue citations to cars that do not display the appropriate parking permits if the cars are parked in spaces designated for handicapped, disabled students, Wellness Center, staff or visitors—this applies to all College parking lots at all times.

Vehicles receiving Palomar College citations have the same legal status as parking citations issued by any other law enforcement agency in California. C.V.C. (California Vehicle Code) and parking

permit violations are enforced 24 hours a day/7 days a week. Citations may be satisfied by paying the fine (bail) within 21 days at the San Marcos campus Cashier's Office or the enrollment counter at the Escondido Education Center. Bail will also be accepted by check or money order via U.S. mail (the citation must accompany the bail deposit). Credit card payments may also be made at pticket.com/ Palomar once the citation has been forwarded to the processing center. After 21 calendar days, unpaid citations become delinquent and a late fee equal to the amount of the fine may be assessed. All registered owners are responsible for the citations issued to their vehicle.

Palomar College Police Officers are not authorized to dismiss citations. A formal "Appeals Process" is in place. If you wish to appeal a citation, the forms are available on line at the Police/Parking web page at www.palomar.edu or at the Police Department. The violator shall request the appeal within 21 calendar days of the date of issuance.

Administrative Dismissal of one violation per calendar year may be granted for a "failure to display a valid parking permit" violation. You must show proof of purchase **prior** to issuance (date and time) of the citation. This request will be reviewed by Police Department staff and may be granted at that time. Administrative Dismissals apply equally to all students, faculty and staff members of the Palomar Community College District, and it applies to permit violations only.

For further information regarding citations or regulations, contact the College Police Department at 760-744-1150, ext. 2289 or view the department web page at www.palomar.edu/police.

Police Department

The Palomar Community College District Police Department was established by the Governing Board of the District effective August 28, 1998. The Palomar Community College District Police Department is a fully accredited and California POST certified police agency. The Police Department employs trained police officers whose authority is the same as all sworn peace officers in California. The Police Department will exercise the power to issue official citations for violations of the law, and in situations requiring it, may arrest violators, taking them into custody and booking them into San Diego County Jail located in Vista. Students and staff are advised to give all members of the Police Department their full cooperation and respect as they carry out their important duties to protect students, faculty and staff while seeking to provide a safe and secure environment on and near District property.

Weapons on Campus

Firearms or other weapons shall be prohibited on any District property or any facility used for District purposes except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency. (BP 3530)

Firearms, knives with blades longer than 2 ½", explosives, or other dangerous objects, including but not limited to any facsimile firearm, knife, or explosive, are prohibited on all District property or any facility used for District purposes.

The Clery Act: Right to Know

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees, and to make public their campus security policies. It also requires that crime data be collected, reported and disseminated to the campus community and is also submitted to the Department of Education. The act is intended to provide students and their families, as higher education consumers, with accurate, complete and timely information about safety on campus so that they can make informed decisions by providing:

1. Policy Disclosure
2. Records Collection and Retention
3. Information Dissemination

Hard copies of the Clery Act are available at the Police Department offices located on the San Marcos campus and the Escondido Education Center, and are also available on the Police Department website at www.palomar.edu/police. The Clery Act Report is available to all prospective students and employees upon request. For further information on the Clery Act, please contact the Records Division of the Campus Police Department at 760-744-1150, ext. 3977.

Title IX and Violence Against Women Act (VAWA)

Title IX requires the college to designate a Title IX Coordinator to monitor and oversee Title IX compliance. The Coordinator is available to explain and discuss your right to file a criminal report (for example in cases of sexual violence); the College's reporting process, including the investigation process; how confidentiality is handled; available resources, both on- and off-campus; and other related matters. **If you are in the midst of an emergency please call the Police Department immediately at 760-891-7273.**

VAWA includes the following violations:

Sexual Assault: Includes, but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault.

Dating Violence: Includes violence committed by a person who is, or has been, in a social relationship of a romantic or intimate nature with the victim. The existence of a romantic or intimate relationship will be determined based on the length of the relationship, type of relationship, and frequency of interaction between the persons involved in the relationship.

Domestic Violence: Includes felony or misdemeanor crimes of violence committed by:

- a current or former spouse of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with, or has cohabitated, with the victim as a spouse;
- a person similarly situated to a spouse of the victim under California law; or
- any other person against an adult or youth victim who is protected from that person's acts under California law.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety, or the safety of others, or to suffer emotional distress.

The following process is to ensure victims of domestic violence, dating violence, sexual assault, or stalking receive treatment and information.

Any survivor of domestic violence, dating violence, sexual assault, or stalking shall be provided with information regarding options and assistance available to them. Information shall be available from the Palomar College Police Department, Human Resource Services, Student Affairs, Health Services, and Counseling Services offices. Who shall maintain the identity and other information about alleged sexual assault victims as confidential unless and until the Palomar College Police Department is authorized to release such information.

These areas shall provide all survivors of these crimes with the following, upon request.

- A copy of the District's policy and procedure regarding sexual assault

Services include:

- Facilitate transportation to a hospital, if necessary
- Survivor Advocate and referrals to community resources.
- Notification to appropriate authorities, if desired
- A list of other available campus resources or appropriate off-campus resources.

A description of available services and the departments on campus available to provide or arrange those services if requested.

- Palomar College Police Department
- Health Services
- Office of Student Affairs
- Counseling Department and Survivor Advocates
- Human Resource Services
- Student Services Center
- Disability Resource Center

A description of each of the following procedures.

- Criminal prosecution
- Title IX reporting process
- Civil prosecution (for example lawsuit)
- District disciplinary procedures, both student and employee
- Academic Adjustments
- Tutoring, if necessary

Palomar College Title IX Coordinator:

Assistant Superintendent/Vice President of Human Resource Services, Room A-1, 760-744-1150, ext 2531

Palomar College Police Department:

1140 W Mission Rd, San Marcos, Main Entrance, 760-891-7273 or 760-744-1150, ext 2289

Student Affairs:

1140 W Mission Rd, San Marcos, Room SU-201, 760-744-1150, ext 2594

Health Services:

San Marcos Campus: 1140 W Mission Rd, San Marcos, HC Building, 760-744-1150, ext 2380

Escondido Education Center: 1951 E Valley Pkwy, Escondido, 500 Wing, 760-744-1150, ext 8105

Counseling Services:

San Marcos Campus: 1140 W Mission Rd, San Marcos, SSC Building, 760-744-1150, ext 2184

Escondido Education Center: 1951 E Valley Pkwy, Escondido, Student Services, 760-744-1150, ext 8109

Off-Campus Resources:

Women's Resource Center/Hotline, 760-757-3500, 24-hour hotline
Rape Crisis Center, 760-352-7273 (RAPE), 24-hour hotline
San Diego Domestic Violence Council, 888-385-4657 (DVLINKS), 24-hour hotline

Domestic Violence Hotline and Shelter Information, 760-633-1111, 24-hour hotline

Rape and Domestic Violence Hotline, 858-272-1767, 24-hour hotline

Battered Women's Shelter/Hotline, 619-234-3164, 24-hour hotline

Hidden Valley House, 760-747-6282, 24-hour hotline, English/Spanish

Sexual Harassment Policy

It is the policy of Palomar College in keeping with efforts to establish and maintain an environment in which the dignity and worth of all members of the College community are respected, that sexual harassment of students and employees is unacceptable conduct and will not be tolerated.

This policy applies to the unlawful harassment of any student on the basis of sex, gender, gender identity, gender expression, or sexual orientation by any employee of the District including, but not limited to, classroom conditions, grades, academic standing, scholarships, recommendations, employment opportunities, disciplinary action, or any other aspect of College life within the control of the District or its employees.

This policy also applies to the unlawful sexual harassment of any employee with respect to all terms and conditions of employment with the District, including but not limited to hiring, placement, evaluation, promotion, disciplinary action, layoff, recall, transfer, leaves of absence, training opportunities, compensation, work assignments, and hours of work, shifts, or workload.

Employees who violate this policy may be subject to corrective measures and to disciplinary action up to and including termination of employment. Students who violate this policy may be subject to corrective measure, including discipline, up to and including expulsion.

Sexual harassment is a violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Act Amendments of 1972, the California Fair Employment and Housing Act, and the California Education Code Sections 210 through 214, inclusive.

The Assistant Superintendent/Vice President, Human Resource Services is responsible for administering this policy. All questions, concerns, and complaints regarding sexual harassment should be addressed to this position.

Smoking Policy

According to BP 3570, there shall be no smoking or use of tobacco-related products on Palomar Community College District property. The District shall provide and maintain a workplace and learning environment that is smoke and tobacco-free to promote the safety and health of students, employees, and the public. Smoking, vaping, and the use of tobacco products are prohibited on all indoor and outdoor property or in vehicles owned, leased, licensed or else otherwise controlled by the Palomar Community College District. Products covered under this policy include, but are not limited to, cigarettes, cigars, pipes, hookahs, electronic smoking devices, chewing tobacco, spit tobacco, snus, snuff, and dissolvable tobacco products. The existing Student Code of Conduct is available online through the Student Affairs web page at www2.palomar.edu/pages/studentaffairs/home/student-discipline/, and is also available in the Office of Student Affairs, SU-201, or call 760-744-1150, ext. 2595.

Student Behavior Rules and Regulations

Students at Palomar College are responsible for regulating their own conduct and for respecting the rights and privileges of others. Palomar students are expected to conduct themselves in a manner compatible with the function of the College as an educational institution, and respect and obey all civil and criminal laws. Failure to abide by the standards as set forth by Palomar College is cause for disciplinary action.

Guidelines for student conduct are set forth in the California Education Code, California Administrative Code Title 5, policies of the Board of Trustees, and all civil and criminal codes. In compliance with California Education Code Section 66300, and 66301; ACCJC Accreditation Standards I.C.8 and 10 (formerly II.A.7.b) and in keeping with the above, regulations have been established to effectively and efficiently provide for the approved educational programs, approved student activities, and community services. For further information, contact the Office of Student Affairs, SU-201, or call 760-744-1150, ext. 2594.

Student Code of Conduct

Student conduct must conform to District and College rules and regulations. Student Discipline Procedures (AP 5520) provide a prompt and equitable means to address violations of the Standards of Conduct, which guarantees to the student or students involved the due process rights guaranteed to them by the California and United States Constitutions.

If a Student Code of Conduct violation occurs while a student is enrolled at Palomar College, he or she may be disciplined. The Standards of Conduct categories of behavior are not intended to be an exhaustive list, but are examples of causes and are good and sufficient causes for discipline, including but not limited to, verbal and written reprimand, removal from class, probation, short-term and long-term suspension or expulsion of a student. Other misconduct not listed may also result in discipline if good cause exists (Education Code, 76034). Whenever it has been determined that "good cause" exists for student discipline, the District shall notify the student in writing and/or district email. The student must attend a scheduled disciplinary hearing to ensure due process rights.

Hearings/Holds

Students failing to meet with the chief administrative officer or designee for a due process hearing will have an administrative disciplinary hold placed on their record until such hearing is conducted.

The Code of Conduct that details the standards is administered by the Director of Student Affairs. Also See BP 5030, titled Fees and BP 5130 titled Financial Aid, which addresses consequences of disciplinary action. The complete Student Code of Conduct is available in the Office of Student Affairs, SU-201, or on the Palomar College Student Affairs web page at www2.palomar.edu/pages/studentaffairs/home/student-discipline.

Standards of Student Conduct (BP 5500)

According to BP 5500 the following student conduct shall constitute good cause for discipline (academic, administrative or both) including but not limited to the removal, suspension or expulsion of a student, and applies to all students.

1. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty as defined by the Faculty Senate. Academic sanctions are the sole responsibility of the faculty member involved, further disciplinary sanctions are the purview of the Office of Student Affairs.
2. Causing, attempting to cause, or threatening to cause physical injury to another person including but not limited to sexual assault or physical abuse as listed in AP 3540 Sexual Assaults on Campus.
3. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the Police Chief. See AP 3530 Weapons on Campus for further details.
4. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in California Health and Safety Code Sections 11053 et seq., an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
5. Committing or attempting to commit robbery, burglary or extortion.
6. Causing or attempting to cause damage to District property or to private property on campus including but not limited to arson and vandalism.
7. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
8. Willful or persistent smoking or vaping in any area where these have been prohibited by law or by regulation of the college or the District. (Refer to AP 3570 Smoking and/or Other Tobacco Use.)
9. Committing sexual harassment as defined by law or by District policies and procedures. (Refer to AP 3540 Sexual Assaults on Campus.)
10. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law. See AP 3430 Prohibition of Harassment and BP 3410 Nondiscrimination for further details.
11. Engaging in intimidating conduct or bullying on District-owned or controlled property, or at District sponsored or supervised functions through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyber bullying. See AP 3430 Prohibition of Harassment and BP 3410 Nondiscrimination for further details.
12. Willful misconduct that results in injury or death or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
13. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
14. Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
15. Failure to comply with directions of staff members of the District who are acting within the scope of their employment.
16. Engaging in physical or verbal disruption of administrative procedures, public service functions, authorized curricular, co-curricular, and extra-curricular activities or preventing authorized guests from carrying out the purpose for which they are on District property.
17. Unauthorized entry upon or use of District facilities.
18. Lewd, indecent or obscene conduct or expression on District-owned or controlled property, or at District sponsored or supervised functions.
19. Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District regulations, or the substantial disruption of the orderly operation of the District.
20. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
21. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.

Discipline

Students who engage in any of the above are subject to the procedures outlined in AP 5520 titled Student Discipline Procedures.

Consequences for Violations of the Student Code of Conduct.

This section provides information regarding the possible consequences and/or sanction for violations of the Palomar College Student Code of Conduct, including incidents of academic dishonesty. Disciplinary sanctions may include:

A. Warning (verbal and/or written)

B. Reprimand

C. Removal by the Instructor: Suspension by a District instructor for good cause from class for the day of suspension, and the following class meeting. The instructor's decision is final, and may not be appealed. Instructors must notify the Office of the Director of Student Affairs when this sanction is utilized so that accurate records can be maintained, and repeat offenders will be identified. (California Education Code, Section 76032)

D. Suspension

E. Expulsion

F. Appeals

The Director of Student Affairs, Department Chairpersons and Division Deans should be considered resource personnel for students and staff desiring additional information or assistance with this policy.

Loss of Financial Aid

In accordance with Education Code section 69810 a student who disrupts the peaceful conduct of the activities of the campus including but not limited to those listed above may become ineligible for state financial aid if found to be in violation of Standards of Student Conduct.

Students may contact the Office of Student Affairs or Governing Board Office if they wish to obtain a copy of specific Education Code sections.

The Director of Student Affairs, Department Chairpersons and Division Deans should be considered resource personnel for students and staff desiring additional information or assistance with this policy.

It is the expectation of Palomar College that minor children will be under the constant supervision of parents or guardians (notwithstanding those minor children enrolled in Palomar College classes and programs) and that said parents or guardians are responsible for assuring appropriate behavior of minor children. Parents or guardians will be held responsible when the behavior of minor children constitutes a violation of the Palomar College Code of Conduct and these parents or guardians will be directed to remove the minor children from District facilities (classrooms, libraries, food services, operations, athletic events, public areas, etc.) should violations occur.

Student Grade Disputes

According to Title 5, Section 55025, "The determination of the student's grade by the instructor shall be final in the absence of mistake, fraud, bad faith, or incompetency." Students who wish to dispute a final course grade under the criteria listed above must follow the Student Grade Dispute Policy and Procedures, which can be found on the Office of Instruction website at www.palomar.edu/instruction/. All grade disputes must be initiated within one semester of the grade in question being issued.

Student Grievance Policy

According to AP 5530, the Palomar Community College District authorizes students to start grievance procedures when the student believes that he/she has been subject to unjust action, or the denial of rights as published in District regulations, state law, or federal laws. Copies of AP 5530, Student Rights and Grievances, may be found on the Student Affairs web page at www2.palomar.edu/pages/studentaffairs/home/student-discipline/ and are also available in the Office of Student Affairs, SU-201. Grade disputes are not a part of the Student Grievance Policy. Please see Student Grade Disputes.

Student Right To Know

As a consumer, you have a right to know about your chances of college success. "Student Right-To-Know" (SRTK) refers to a Federally-mandated public disclosure of a college's Completion Rate and Transfer Rate. The intent of SRTK is to provide to the consumer, a statistic of comparable effectiveness that they can use in the determination of college choice.

SRTK is a "cohort" study; that is, a group of students who are first-time freshmen who are enrolled full-time and are degree-seeking is identified in a fall term and their outcomes are measured over a period of time. The outcomes that the two SRTK rates measure are Completion (the total number of students in the cohort who earn either a degree, a certificate, or who successfully completed a two-year-equivalent transfer-preparatory program) and Transfer (the total number of cohort non-completers who were identified as having enrolled in another institution). The tracking period of the cohorts is three (3) years, at which time the SRTK rates are calculated and made public. See <http://srtk.cccco.edu/index.asp> for further information, as well as for specific college data.