

# COLLEGE POLICIES AND NOTICES

---

For detailed information regarding Mt. San Antonio College Board of Trustees Policies (BP) and Administrative Procedures (AP), go to Board Policies & Administrative Procedures (<http://www.mtsac.edu/governance/trustees/apbp>).

## Accommodations and Academic Adjustments for Students with Disabilities

Under Federal and State laws, the College is required to make modifications to academic requirements and practices as necessary in order to ensure that they do not discriminate against a qualified student with a disability. The College is also required to have a policy and procedure for responding to students with verified disabilities who request academic adjustments. Students with disabilities have the right to receive reasonable academic adjustments in order to create an educational environment where they have equal access to instruction without fundamentally altering any course, educational program or degree. Board Policy (BP 5140) and Administrative Procedure (AP 5140) for Students with Disabilities may be found at Board Policies & Administrative Procedures (<http://www.mtsac.edu/governance/trustees/apbp>) and in Disabled Student Programs & Services, (909) 274-4290.

## Alcohol and Other Drugs

The possession or consumption of alcoholic beverages or illegal drugs prior to, or during any College-sponsored activity, on or off-campus, by any person attending, regardless of age, is forbidden by State law.

The federal Drug-Free Schools and Communities Act Amendments of 1989, P. L. 101-226 has mandated that as of October 1, 1990, there will be no drug usage by students, staff, or faculty on college campuses anywhere in the United States. Please see the current Schedule of Classes for the College's Alcohol and Other Drugs Policy (BP 3550, AP 3550).

## Animals on Campus

Board Policy does not allow for any animals on campus except as provided for by the California Penal Code, Section 365.5 (specially trained guide, signal, or service dogs and service animals, **and/or therapy/comfort animals**, as described within the requirements of AP 3440 "Service Animals"). Leaving a pet in a parked vehicle, no matter what provisions are made for its safety, may constitute unnecessary suffering or cruelty which is a violation of California Penal Code 597. (BP 3940)

## Campus Disturbances

In accordance with California Penal Code (P.C. Section 626), the willful disturbance of classes, College activities, or procedures is a misdemeanor.

## Campus Hours

The College offers instruction between the hours of 6:30 a.m. and 10:00 p.m., Monday through Sunday. Office hours vary depending on the services provided. Visit the website or call for specific office hours.

## Children on Campus

While on the campus of Mt. San Antonio College, children under 12 years of age who are not approved for enrollment must be directly supervised at all times by a responsible adult. Such children shall not be left unattended in College buildings, outdoor areas, or in private automobiles (BP 3930).

## Classroom Visitors and Other Attendees

Classroom activities are intended to benefit those students officially registered for the class. Others are permitted to attend a regularly scheduled class meeting only in specific situations. The professor assigned to teach the class may grant permission to visit the class. Disabled Student Programs and Services (DSP&S) may authorize a person to be a Personal Care Attendant (PCA) when the need for such accommodation is authorized by DSP&S prior to beginning service as a PCA (BP 4700, AP 4700).

## Dress Regulation

Students are expected to dress in accordance with commonly accepted standards of appropriateness. It is mandatory that shoes be worn as general campus attire.

## Eye Protection

Pursuant to the Education Code, the following regulation regarding eye protective devices shall be observed: Students, teachers, and visitors shall wear approved eye protective devices in all classes, shops, and laboratories when they are engaging in or observing the use of hazardous materials likely to cause injury to the eyes. Such eye protective devices shall meet the requirements of the American National Standards Institute Safety Code.

## Non-Discrimination Policy

Mt. San Antonio College is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities. The College provides an educational and employment environment in which no person shall be unlawfully denied full and equal access to, the benefits of, or be unlawfully subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, sex or gender, sexual orientation, race, color, ancestry, medical condition, marital status, veteran status, or physical or mental disability (including HIV and AIDS), or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that is administered by the College. The lack of English language skills will not be a barrier to admission.

Students who believe they have been discriminated against may begin the process with **the Director of EEO Programs**, Human Resources Office, Building 4, Room 1460, (909) 274-4225. Harassment and discrimination investigation procedures are described in Administrative Procedure 3435. Formal complaint forms can be found at: <http://extranet.cccco.edu/Divisions/Legal/Discrimination.aspx>. All complaints of unlawful discrimination or sexual harassment by students of the College will be fully investigated by Human Resources. College employees have similar rights which can be found in the College's Board Policy and Administrative Procedures. (BP 3410, 3430, AP 3410, 3430, 3435)

## Reserve Officer Training Corps (ROTC)

Students interested in a military career can join an approved Reserve Officer Training Corps (ROTC) program offered through local universities. These programs are open to community college students pursuing an undergraduate degree, prior to transfer. Air Force ROTC programs are offered through Cal State San Bernardino, Loyola Marymount University, University of Southern California (USC) and UCLA; Army ROTC programs are offered at Claremont McKenna College, USC, UCLA and Cal State Fullerton; and Navy ROTC programs are offered through USC and UCLA. Competitive scholarships are available to qualified applicants as well as allowances for books and other costs. Students are advised to contact the ROTC program at the participating university.

## Sexual Harassment & Sexual Violence

Sexual violence, including sexual assault, harassment, rape and stalking, are crimes that are not tolerated on this campus. Mt. San Antonio College has adopted Board policies and procedures to address sexual crimes, sanctions for offenders, and to outline access to treatment and general information for victims (BP 3430, 3500, 3540 and AP 3430, 3500, 3540). All applicable punishment, including criminal charges and disciplinary action, shall be applied whether the violator is an employee, student or member of the general public.

Services available to help assure student safety include:

- Public Safety Escorts are available during evening hours to escort students safely to their car. Escorts are stationed throughout campus or are provided upon request. Please call (909) 274-4233.
- Blue emergency telephone towers located throughout the campus and parking lots access the Police and Campus Safety Department immediately for assistance.
- Call 911 for any emergency. Be prepared to identify your exact location. The Police and Campus Safety Department can be reached at (909) 274-4555.
- Human Resources at (909) 274-5870 provides unlawful discrimination complaint procedures.
- Student Life Office at (909) 274-4525 provides assistance with referrals and resolutions.
- Student Health Services at (909) 274-4400 provides personal counseling and medical attention.

## Smoking on Campus

Student, employee, and visitor health is a primary concern of Mt. San Antonio College. Smoking and the use of e-cigarettes will be prohibited on Mt. San Antonio Community College District property except in designated smoking areas. Designated smoking areas can be found on campus maps and the College website. Violations of this policy will be subject to a citation and a fine, as allowed per Government Code 7597.1. Appeals may be submitted in writing to the Police and Campus Safety Department within twenty-one (21) calendar days of issuance of the citation. (BP 3565, AP 3565)

## Student Complaints/Grievance Process

Students are protected against capricious, arbitrary, unreasonable, unlawful, false, malicious or professionally inappropriate evaluations or behavior by a faculty member. Student complaints may be classified as grievances and fall into two categories: Academic, and Non-Academic. Academic grievances involve grades. To grieve a grade, a student must prove that the professor issued a grade by mistake, fraud, bad faith, or incompetence (Education Code 76224). Non-Academic grievances include: any act or threat of intimidation, harassment, or physical aggression, arbitrary action, violation of student rights, or imposition of sanctions without proper regard to College policy as specified in the Education Code, Board Policy, and/or Administrative Procedures, violation of Title IX Education Amendments of 1972, or violation of Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) with reference to the rights of disabled students.

Students can obtain Grievance Procedures and forms on-line at Complaints and Grievances (<http://www.mtsac.edu/studentlife/studentgrievances.html>).

Students are encouraged to follow the Mt. San Antonio College Complaint and Grievance process before attempting to file a complaint with the State. Issues that are not resolved at the campus level may be presented:

- To the Accrediting Commission for Community and Junior Colleges (ACCJC) at <http://www.accjc.org/complaint-process> if your complaint is associated with the institution's compliance with academic program quality and accrediting standards. ACCJC is the agency that accredits the academic programs of the California Community Colleges.
- To the CCC Chancellor's Office if your complaint does not concern CCC's compliance with academic program quality and accrediting standards. <http://californiacommunitycolleges.cccco.edu/complaintsform.aspx>

Grievances must be filed no later than 30 school days (Monday - Friday when classes are in session) after the beginning of the primary term following the alleged violation, or 30 school days from the time that the student learns of the basis for the grievance. To begin the formal grievance process, students may obtain Grievance Procedures and forms from the Student Life Office, Building 9C. It is recommended that students meet with the Student Life Director regarding the grievance prior to starting the process since timelines are established for every step of the process and must be met precisely.

The process for filing and pursuing a grievance includes two levels: in Level I (informal level) the student picks up the grievance forms and official procedures from Student Life and attempts to resolve the problem by meeting first with the faculty member (or staff member/administrator for non-academic grievances) and then the faculty member's department chair or immediate supervisor. If the complaint is not resolved at that level, the student will meet with the division dean of the faculty defendant in an effort to resolve the problem. In the event that the problem cannot be resolved within 10 school days, the student may proceed to Level II (formal grievance) in which the student submits all signed forms and documents to the Student Life Office within the established deadlines.

A Grievance Review Committee chaired by the Dean of Student Services will review the grievance documents. This Committee may forward the grievance for a formal hearing process to seek clarification from the parties involved. If the student or faculty/staff member chooses to appeal the decision of the Committee, the appeal is submitted to the College President. The final appeal process resides with the Board of Trustees; their decision concludes the grievance process (AP 5530).

## Traffic and Parking

Users of Mt. San Antonio College campus roads and parking areas must observe and obey all traffic laws of the State of California and the College traffic and parking rules and regulations adopted pursuant to Section 21113 of the California Vehicle Code and the Mt. San Antonio College Board of Trustees (BP 6750, AP 6750).

All vehicles parked in designated student lots **must** bear a valid parking permit. The Student Parking Permit is valid in designated student lots except pay lots or in spaces controlled by parking meters or reserved signage. Student Parking Permits are not valid in designated employee parking lots. Free 30-minute parking is available north of the Bookstore (Building 9A), west of the Administration Building (Building 4), and south of the Performing Arts Center. Permit parking regulations are strictly enforced 24 hours a day, 7 days a week.

## Department of Police & Campus Safety Statistical Crime Report

Violation	2012	2013	2014
Murder - Non-Negligent Manslaughter	0	0	0

Murder - Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	1	2	0
Sex Offenses - Non-Forcible	0	0	0
Robbery	1	0	0
Aggravated Assault	1	3	1
Burglary	4	14	12
Motor Vehicle Theft (GTA)	8	12	5
Arson	0	1	0
Liquor Law Violations	1	4	0
Drug Law Violations	8	4	13
Illegal Weapons Violation	1	4	0
Hate Crimes - Race	1	0	0
Hate Crimes - Gender	0	0	0
Hate Crimes - Religion	0	0	0
Hate Crimes - Sexual Orientation	0	0	0
Hate Crimes - Ethnicity/ National Origin	0	0	0
Hate Crimes - Disability	0	0	0
Dating Violence	0	0	0
Domestic Violence	0	0	2
Rape	0	0	1
Stalking	0	1	0

## Student Academic Honesty

All members of the academic community have a responsibility to ensure that scholastic honesty is maintained. Faculty have the responsibility of planning and supervising all academic work in order to encourage honest and individual effort, and of taking appropriate action if instances of academic dishonesty are discovered.

Honesty is primarily the responsibility of each student. The College considers cheating to be a voluntary act for which there may be reason, but for which there is no acceptable excuse.

### Cheating and Plagiarism (Academic Dishonesty)

The term "Cheating" includes but is not limited to:

- Plagiarism
- Receiving or knowingly supplying unauthorized information
- Using unauthorized material or sources

- Changing an answer after work has been graded and presenting it as improperly graded
- Illegally accessing confidential information through a computer
- Taking an examination for another student or having another person take an examination for you
- Presenting another person's work as your own
- Forging or altering registration or grade documents
- Submitting collectively developed work as your own, unless specifically allowed by the professor

A professor who determines that a student has cheated may give the student a failing grade for the assignment and should report the alleged academic dishonesty to the Student Life Office, which will maintain a record of the report and appropriate action under the provisions of the Administrative Procedures on Student Discipline (AP 5520).

Students are advised that allegations of dishonesty are serious, and can lead to disciplinary sanctions including suspension and expulsion. (BP 4290, AP 4290)

### Plagiarism

"Plagiarism is a direct violation of intellectual and academic honesty. Although it exists in many forms, all plagiarism refers to the same act: representing somebody else's words or ideas as one's own. The most extreme forms of plagiarism are the use of material authored by another person or obtained from a commercial source, or the use of passages copied word for word without acknowledgment. Paraphrasing an author's idea or quoting even limited portions of his or her text without proper citation is also an act of plagiarism. Even putting someone else's ideas into one's own words without acknowledgment may be plagiarism. In none of its forms can plagiarism be tolerated in an academic community. It may constitute grounds for a failing grade, probation, suspension, or expulsion."

"One distinctive mark of an educated person is the ability to use language correctly and effectively to express ideas. Faculty assign written work for the purpose of helping students achieve that mark. Each instructor will outline specific criteria, but all expect students to present work that represents the student's understanding of the subject in the student's own words. It is seldom expected that student papers will be based entirely or even primarily on original ideas or original research."

"Therefore, to incorporate the concepts of others may be appropriate with proper acknowledgment of sources, and to quote others directly by means of quotation marks and acknowledgments is proper. However, if a paper consists entirely of quotations and citations, the paper should be rewritten to show the student's own understanding and expressive ability. The purpose of the written assignment (i.e., development of communication and analytic skills) should be kept in mind as each paper is prepared. It should not be evaded through plagiarism."<sup>1</sup>

<sup>1</sup> Adopted, with permission of California State University, Los Angeles, from their policy printed in the 1987-88 General Catalog.

## Notices

### Equal Opportunity Statement

The Board of Trustees of Mt. San Antonio College has a commitment to establishing and maintaining a policy of equal educational and employment opportunities and prohibiting discrimination based on sex, race, color, religious creed, national origin, ancestry, age over 40, marital status, physical or mental disability (including HIV & AIDS), sexual orientation, or Vietnam Era Veteran Status. This commitment applies to

educational programs, activities, service, and employment practices (BP 3410, AP 3410).

### **Open Enrollment**

All classes are open to all students who meet the course prerequisites and enrollment requirements, unless specifically exempted by statute. The College provides open access to all program offerings, opportunities, and support services without regard to sex, race, color, religious creed, national origin, ancestry, age over 40, marital status, physical or mental disability (including HIV and AIDS), sexual orientation, or Vietnam Era Veteran Status (BP 5052, AP 5052).

### **Department of Police and Campus Safety**

In compliance with the Clery Act, the College publishes an annual security report which contains information regarding campus crime statistics. This information may also be found on the Mt. San Antonio (<http://www.mtsac.edu>) website by clicking on Public Safety. Copies of the annual report can be obtained from the Police and Campus Safety Department in Building 23. A Public Safety crime log is published bi-monthly in the student newspaper and Emergency Procedures are posted throughout the campus. (BP 3515, AP 3515)

### **Emergency Procedures**

Students and staff should report serious crimes and emergencies, i.e., fire/medical, occurring on campus to the Public Safety Department or call 911. When using an on-campus extension, call 9-911. Incidents may be reported to Public Safety by calling (909) 274-4555, 24 hours a day, seven days a week. Public Safety may also be contacted during and after business hours from public telephone locations on campus by dialing \*91. In the event of an emergency, students and staff are requested to make a prompt and accurate report to the Public Safety Department. The Public Safety Department is located at the southeast portion of the campus off Bonita Drive in Building 23. (AP 3503)

### **Enforcement**

The Mt. San Antonio College Public Safety Department has the authority to enforce the Student Discipline Code of Conduct and the State of California Penal Code under Education Code Section 72330. The Mt. San Antonio College Board of Trustees has established the Public Safety Department as a community college police department under Education Code Section 72330(a), which authorizes the governing board of a community college district to establish a community college police department under the supervision of a community college chief of police. Although a designated police department, the Mt. San Antonio College Public Safety Department has a memorandum of understanding mandated by the "Crime Awareness and Campus Safety Act of 1990," that the Los Angeles County Sheriff's Department has jurisdiction to investigate all crimes occurring on Mt. San Antonio College Campus. (BP 3520, AP 3520)

### **Crime Prevention**

The Public Safety Department's primary responsibility is the safety and security of all members of the College community. Every effort is made to inform students and staff of criminal activity or any other concern that may be an immediate threat to the safety and security of those on campus. Information and workshops on crime prevention are made available to College students and staff. It is the responsibility of every member of the campus community to act in ways that promote the safety of self, others, and the protection of District property. (AP 3500)

- You can now **Text-a-Tip** when you witness crimes or any suspicious behavior on campus. Text it to: (909) 610-9139

### **Campus Emergency Phone System**

Mt. San Antonio College has installed a campus wide emergency phone system. This system is divided into two primary segments. The inner campus system consists of emergency phones that are placed on the outside of selected campus buildings and are identified by the familiar blue light affixed to the top of the phone housing.

The second segment of emergency phones consists of stand-alone emergency phone towers, located in open campus spaces, primarily in campus parking lots. These phone towers are identified by a blue light affixed to the top of the tower. Use of any of these emergency phones will connect the user to Campus Security during normal business hours, located in Building 23. During hours when the campus is closed, the Emergency phones will connect the user directly to a cell phone carried by Campus Security Officers who are on duty 24 hours a day, 7 days a week (BP 3505, AP 3500, 3503).

### **Notice of Students' Rights and Privacy Act**

Students at Mt. San Antonio College are notified annually of their rights under FERPA (Family Educational Rights and Privacy Act) within this section of the Catalog. More detailed information on student rights is available from <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html> Following is a summary of the Mt. San Antonio College policy related to the Family Educational Rights and Privacy Act of 1974 (FERPA), P.L. 93-380 (also referred to as the Buckley Amendment) and [Chapter 1297, Statutes of 1976, State of California.]:

1. type of information and material contained within the student's educational record;
2. the official responsible for the maintenance of each type of record;
3. the procedure for student review and inspection of the educational record;
4. the procedure for challenging the contents of the educational record;
5. the charges to the student for reproducing copies of the record if requested;
6. the categories of information which the College has designated as Directory Information and to whom this information will be released unless the student objects and
7. the rights of a student to file a complaint with the

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Ave., S.W.  
Washington, D.C., 20202-5920

concerning alleged failure of the College to comply with the provisions of FERPA.

### **Access to Educational Records**

All former and present students have the right to review and inspect their educational records in the Office of Admissions and Records provided they make a written request fifteen (15) days in advance. Such a review will be under the direct supervision of a classified or certificated employee in the Admissions and Records Office. Expressly exempted from the right of review and inspection are the following materials:

1. Financial records of the parents of the student(s).
2. Confidential letters and statements of recommendation maintained by the College on or before January 1, 1975, provided that such letters or statements are not used for purposes other than those for which they were specifically intended.

3. Records of instructional, supervisory, counseling, and administrative personnel which are in the sole possession of such personnel and are not accessible or revealed to any other person except a substitute.
4. Records of employees of Mt. San Antonio College, made and maintained in the normal course of business which relate exclusively to such person in that person's capacity as an employee, are not available for use for any other purpose.
5. Records of students made and maintained by the Student Health Services, the College nurse, the College physician, and the College therapist, which are used in the treatment of students and are not available to anyone other than persons providing such treatment. However, such a record may be personally reviewed by a physician or other appropriate professional of the student's choice.

fifteen (15) days of the opening day of each semester or session that the student does not want such information released.

- c. The College reserves the right to limit or deny the release of specific categories of directory information based upon a determination of the best interests of the student(s).

Students may file a complaint with the United States Department of Education regarding alleged institutional FERPA violations.

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-5920

### Release of Educational Records Information

1. Any release of a student's educational records, with the exception listed below, must be made with the student's written consent.
2. The College may release copies of or otherwise divulge material in the student's educational records only to the official agencies, groups, officials, or individuals specifically mentioned below:
  - a. College staff members; provided that such employees have a legitimate educational interest to inspect such a record.
  - b. Representatives of the Comptroller General of the United States, the Secretary of Education, and administrative head of an educational agency, state education officials, and the United States Office of Civil Rights, where such information is necessary to audit a program.
  - c. Accrediting organizations in order to carry out their accrediting functions.
  - d. Organizations conducting studies on behalf of the institution.
  - e. Officials of other schools or school systems in which the student seeks or intends to enroll subject to the rights of students.
  - f. Agencies or organizations in connection with a student's application for financial aid.
  - g. Organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, and administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students or their parents by persons other than representatives of such organizations and such information will be destroyed when no longer needed for the purpose for which it is compiled.
  - h. Appropriate persons in connection with an emergency if the knowledge of such information is necessary to protect the health and safety of the student or other persons.
  - i. Courts or other agencies in compliance with a subpoena or judicial order. A reasonable effort will be made to notify the student in advance of the compliance by the College.
3. Directory Information
  - a. "Directory Information" means a student's name, community of residence, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the student.
  - b. Any student desiring to withhold "Directory Information" may file a written request with the Dean, Enrollment Management, within

### The 1996 Solomon Amendment

The 1996 Solomon Amendment is federal law that compels institutions that receive federal funding to provide (upon request) directory information, plus address, phone number, date and place of birth, level of education, degrees received, prior military experience, and/or the most recent previous educational institutions enrolled in by the student for the purposes of federal military recruitment.

### Transfer of Information to Third Parties

Educational records or personal information transferred to other institutions or agencies will not be transferred to a third party without the written consent of the student (AP 5040).

### Student Right-to-Know Transfer Rates

In compliance with the Student-Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the Mt. San Antonio Community College District and Mt. San Antonio College to make available its completion and transfer rates to all current and prospective students. For this calculation, a fall cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students are tracked over a three-year period. These rates do not represent the success rates of the entire student population at Mt. San Antonio College, nor do they account for student outcomes occurring after this three-year tracking period.

A Completer is a student who attained a certificate or degree or became "transfer-prepared" during a three-year period. Students who are "transfer-prepared" have completed 60 transferable units with a GPA of 2.0 or better. Transfer students are those who transferred to another postsecondary institution (UC, CSU or another California Community College) prior to attaining a degree, certificate, or becoming "transfer-prepared" during a five-semester period. For up-to-date rates please see <http://srk.cccco.edu/index.asp>

### Standards of Conduct

(BP 5500) Adopted 6/23/04

Copies of the Standard of Conduct Policy can be obtained at Board Policies & Administrative Procedures (<http://www.mtsac.edu/governance/trustees/apbp>) or in Building 9C.

The College President/CEO shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and State law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board shall consider any recommendation from the College President/CEO for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the

matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the College catalog and other means.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student:

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. 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 College employee, which is concurred with by the College President/CEO.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, 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.
4. Committing or attempting to commit robbery or extortion.
5. Causing or attempting to cause damage to College property or to private property on campus.
6. Stealing or attempting to steal College property or private property on campus, or knowingly receiving stolen College property or private property on campus.
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the College.
8. Committing sexual harassment as defined by law or by College policies and procedures.
9. Engaging in harassing or discriminatory behavior based on disability, gender, gender identify, gender expression, marital status, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
10. Engaging in intimidating conduct or bullying against another student through words or actions.
11. Willful misconduct that results in injury or death to a student or to College personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the College or on campus.
12. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, College personnel.
13. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
14. Dishonesty, forgery, alteration or misuse of College documents, records or identification; or knowingly furnishing false information to the College.
15. Unauthorized entry upon or use of College facilities.
16. Lewd, indecent or obscene conduct on College-owned or controlled property, or at College-sponsored or supervised functions.
17. 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 College premises, or the violation

of lawful College administrative procedures, or the substantial disruption of the orderly operation of the College.

18. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
19. 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 College policy or Administrative Procedure.
20. Harassment of students and/or College employees that creates an intimidating, hostile, or offensive environment.
21. Violation of College rules and regulations including those concerning affiliate clubs and organizations, the use of College facilities, the posting and distribution of written materials, and College safety procedures.