CHANCELLOR FOR COMMUNITY COLLEGES MEMO

CCCM# 10200 (may 18, 1982)

SUBJECT: *Community College Students with Prior History of Disruptive and/or Violent Behavior*

A. References:

1. Board of Regents, Chapter 4-Planning, Section 402 Policy Statement on Community Colleges.

2. Hawaii Revised Statutes, Education, Section 304-1, Establishment; Available to All.

3. Family Educational Rights and Privacy Act of 1974.

B. Purpose: This CCCM outlines systemwide guidelines regarding community college students with prior history of disruptive and/or violent behavior.

1. Chancellor for Community Colleges:

   a. To issue systemwide implementing guidelines.

   b. To assist campuses when legal concerns arise.

2. Provost (or Equivalent CC Executive:

   a. To establish campus procedures promoting the rights of individuals to obtain an education and at the same time providing employees and students with the right to live and work in a safe and healthful environment.

   b. To coordinate information between governmental agencies and the college.

   c. To submit operating campus policies and procedures to Employee Relations Administrator for legal review.

   d. To appoint a key campus administrator to handle matters relating to students with prior history of disruptive an/or violent behavior.

   e. To inform employees of the appointment of the campus administrator an his/her role in this matter.

D. Systemwide Guidelines:

1. All matters pertaining to student's prior disruptive and/or violent behavior shall be

kept in the strictest confidence.

2. Information shall be disseminated to the appropriate personnel on the "need to know" basis only.

3. Information pertaining to the student's prior history of disruptive an/or violent behavior shall be maintained in a separate confidential file.

4. Student's academic records shall contain objective academic information only.

5. Information shall be released to the media by the designated campus administrator only.

F. Recisions: None.

Dewey H. Kim
Chancellor for Community Colleges