

AGENDA ITEM _____

Review of Board Policy No. 4903 (Student Complaint Policy), Board Policy No. 4904 (Chewing Betel Nut and/or Tobacco Use), BP No. 4905 (Policy on Alcohol), and BP No. 4906 (Illicit Drug).

RECOMMENDED DIRECTIVE

The Board of Regents hereby approves the following Board Policy No. 4903 (Student Complaint Policy), Board Policy No. 4904 (Chewing Betel Nut and/or Tobacco Use), BP No. 4905 (Policy on Alcohol), and BP No. 4906 (Illicit Drug), with amendments, for the purpose of updating and strengthening the policy framework to ensure clarity, consistency, and alignment with institutional practices.

DISCUSSION

Policies and procedures are *living frameworks* that balance stability with adaptability. While their core principles provide continuity, their specifics must evolve to reflect the institution's growth and changing needs. As such, the Vice President for Enrollment Management and Student Services (EMSS) continues to collaborate and/or work with relevant EMSS offices and standing committees at the college to review policies and procedures relating to enrollment management and student services (Chapter 4).

On October 16–17, 2025, the Student Success Committee (SSC) reviewed and endorsed the four policies under Chapter 4. Prior to this, on October 15, 2025, the Executive Committee (EC) also reviewed and endorsed these policies, subsequently forwarding them to the Board of Regents for consideration and approval.

POLICY	REMARKS
Board Policy No. 4903 (Student Complaint Policy)	• The policy is now more concise, reduced from six pages to three pages, focusing on student rights, guiding principles, and overarching processes rather than operational instructions. • The policy shifts from a detailed, step-by-step procedural description to a principle- and framework-based approach. Emphasis is placed on fairness, timeliness, accessibility, and documentation. • Procedural details (timelines, contact points, and stepwise complaint handling for informal, formal, grade-related, and faculty-related complaints) are moved to a separate Student Complaint Procedure (AP No. 4903) document.

Board Policy No. 4904 (Chewing Betel Nut and/or Tobacco Use)	• The now provides definitions for betel nut, tobacco products, designated areas, and intoxicants. • It specifies where and how chewing or smoking is not allowed, including mixtures with alcohol or other intoxicants. • It provides references BP No. 4905 (Alcohol) and BP No. 4906 (Illicit Drugs) for related violations. • Overall, it now emphasizes clarity, fairness, accountability, and campus-wide consistency while retaining the core progressive discipline framework of the current policy.
BP No. 4905 (Policy on Alcohol)	• It introduces clear definitions for alcohol beverages, “under the influence,” suspension, and probation to ensure consistent understanding and enforcement. • The amended policy also formalizes the Disciplinary Committee’s role and campus- specific composition, clarifying their responsibility for sanctions and compliance monitoring. Overall, the amendment emphasizes clarity, consistency, accountability, and campus-wide application, while retaining the original progressive discipline structure.
BP No. 4906 (Illicit Drug)	• The amended policy clarifies the types of illicit drugs covered, explicitly including marijuana, opium, cocaine, heroin, methamphetamine, hallucinogens, and controlled prescription drugs used without a valid prescription. It provides clear definitions for “under the influence” and “violation” to ensure consistent understanding. • The amended policy formalizes the Disciplinary Committee’s role and campus-specific composition, linking suspension and expulsion authority to the President based on the Committee’s recommendation. • While retaining the progressive disciplinary framework (first offense, second offense, and subsequent offenses), it simplifies the second offense definition to cover any violation after the first, removes semester-based distinctions, and • emphasizes education/counseling hours. • Overall, the amendment emphasizes clarity, accountability, and consistency while maintaining the original structure of progressive discipline.

ACTION TAKEN

_____ Approved as presented

_____ Approved with modifications

_____ Disapproved

_____ Deferred to a later meeting

VOTE

___ Aye ___ Nay ___ Abstain

Date _____