

CHAPTER:		DATE ADOPTED	NUMBER
GOVERNANCE	Federal/State Laws and Regulations	August 10, 1999	108
		Revised July 13, 2010 Revised November 13, 2012	
SYNOPSIS:			
1	General Statement		
2	Equal Employment Opportunity and Affirmative Action		
3	Drug-Free Schools and Communities Act Amendments of 1989		
4	Student Right to Know and Campus Security Act		
5	Hatch Act		
6	Family Educational Rights and Privacy Act (FERPA)		
1	<p>General Statement: The Board recognizes the existence of state and federal statutes and regulations which provide direction to the administration of the College. Where feasible, such regulations shall be addressed in the form of Board policy. In those situations where conversion to Board policy is not practical, the President is directed to take appropriate action as necessary to assure that the College is in compliance.</p>		
2	<p>Equal Employment Opportunity and Affirmative Action: The College shall provide equal opportunity to all employees and applicants for employment in accordance with all applicable Equal Employment Opportunity and Affirmative Action laws, directives and regulations of federal, state, and local governing bodies and agencies. This obligation to affirmatively implement equal employment opportunity to all employees and applicants for employment includes hiring, placement, upgrading, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment, rates of pay or other forms of compensation, and layoff or termination.</p> <p>Individuals who file an application with the College will be given consideration for employment if they meet or exceed the qualifications set by the Board, administration, and State Department of Education for the class or position for which they apply. In employing College personnel, the Board shall consider the qualifications, credentials, and records of the applicants without regard to race, color, national origin, sex, disability, religion, creed, age, marital status, sexual orientation, gender identity, socioeconomic status, or military service. In keeping with the law, the Board shall consider the veteran status of applicants.</p> <p>Inquiries by employees or applicants for employment regarding compliance with equal employment opportunity and affirmative action shall be directed to the Affirmative Action Officer, Iowa Central Community College, One Triton Circle, Fort Dodge, IA 50501. Inquiries may also be directed, in writing, to the Iowa Civil Rights Department or to the Director of the Region VII Office of Civil Rights, Department of Education, Kansas City, Missouri. Such inquiry or complaint to the state or federal office may be done instead of, or in addition to, an inquiry or complaint at the local level.</p> <p>This policy shall be reviewed by the administration at least one time per year. Employees shall be given notice of this policy annually.</p> <p>Legal Reference: 29 U.S.C. pp. 621-634 42 U.S.C. pp. 2000e et. seq. Iowa Code Chapters 20, 70, 216 Iowa Code 19B.11</p>		
3	<p>Public Law 101-226, Section 22 -- Drug-Free Schools and Communities Act Amendments of 1989: The College shall comply with all state and federal laws by prohibiting the possession, use, and distribution of illegal drugs on the campus, at college-sponsored events, and in college-managed property.</p> <p>The on campus serving of alcoholic beverages of wine and beer only is allowable solely for college-sponsored events where prior approval has been obtained from the President. All Iowa state laws and local statutes regarding sale, purchase and distribution of alcohol must be observed. Food and non-</p>		

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	<p>alcoholic beverages must also be made available at events when alcoholic beverages are served. Any activity where alcoholic beverages are the focal point of the event or which contributes to alcohol overindulgence or abuse is prohibited. Every attempt should be made to hold events at times and in areas where there would be minimum contact with students.</p> <p>The College will take steps to educate its community regarding the health risks associated with alcohol and drug abuse. Appropriate referral to counseling and health agencies will be made for individuals as needed.</p> <p>The College will also impose sanctions on students and employees who violate this policy. Disciplinary action may include written reprimand, suspension or dismissal, and referral for prosecution under local, state, and federal law. Rehabilitation may become a condition of continuing association with the College.</p>		
4	<p>Public Law 101-542 -- Student Right to Know (Title I, Sections 103 and 104) and Campus Security Act (Title II): The College shall comply with Title I, known as the Student Right-to-Know Law, by providing public information on an annual basis stating the completion or graduation rates of certificate or degree-seeking, full-time students entering the college. These rates will be made available upon request to current students and/or prospective students prior to enrolling or entering into any financial obligation. The College will provide additional information about students who have been awarded athletically related student aid.</p> <p>The College shall comply with Title II, known as the Crime Awareness and Campus Security Act of 1990, by annually preparing, publishing and distributing to all current students and employees, and to any applicant for enrollment or employment, information on campus security and crime awareness. Such information shall include statistics concerning the number of on-campus criminal offenses reported to campus authorities and/or local law enforcement agencies for the previous two years.</p>		
5	<p>Hatch Act: Federal funds will not be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs.</p>		
6	<p>The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99): The College shall comply with the federal law known as FERPA by defining directory information that is available to the public. The College will provide a form to be completed by students who want their directory information held. The College will also provide a form to be completed by students who want their non-directory information released to others. These forms are available to students via WebAdvisor or via paper copy from the Student Records Office. Examples of the forms are included in the student handbook.</p>		