

Who can I contact for more information and accommodations?

Resolving Discrimination/Harassment Concerns Internally

- Danielle Haskett (students/visitors), Coordinator, Accessibility Services - 541.440.7655, Danielle.Haskett@umpqua.edu located in the Educational Skills Building (ESB)
- Lynn Johnson, (staff) Human Resources Director, Title IX Coordinator - 541.440.7690, lynn.johnson@umpqua.edu, located in the LaVerne Murphy Student Center

Resolving Discrimination/Harassment Concerns Outside of the College

Individuals are encouraged to utilize an internal complaint process, but do have a right to file an external complaint of discrimination and/or harassment with:

- **U.S. Department of Education's Office for Civil Rights**
915 Second Avenue, Room 3310,
Seattle, WA 98174-1099
(206) 220-7900 (v), (206) 222-7887 (fax)
<http://www.ed.gov/ocr/complaintprocess.html>
- **Equal Employment Opportunity, Seattle Field Office**
909 First Avenue, Suite 400, Seattle, WA 98104-1061,
1-800-669-4000 (v), 1-800-669-6820 (TTY)
206-220-6911 (fax)
- **Bureau of Labor and Industries**
3865 Wolverine Ave NE, Building E, Suite 1
Salem, OR 97305-1268,
Phone: 503-378-3292, Ore. Relay TTY: 711
- **The federal Equal Employment Opportunity Commission**

Alcohol/Drug Free Environment

UCC is committed to maintaining an effective learning environment free from the devitalizing influences of alcohol and drug abuse. The unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on college property or as a part of any of its activities is strictly prohibited. UCC will impose disciplinary sanctions on students and employees (consistent with local, State and Federal law), up to and including expulsion or termination of employment and referral for prosecution for violations of college policies. Information about applicable legal sanctions, description of health risks, and resources for treatment is made available for all employees through the Human Resources department 541-440-4626 and for all students through the Campus Mental Health, Recovery & Wellness department at 541-440-4609, or the UCC website under Student Code of Conduct.

Drug & Alcohol Policy

Umpqua Community College is dedicated to providing a learning environment for students that is safe and free of the detrimental influences of drug and alcohol abuse. The abuse of drugs and alcohol by individuals constitutes a serious threat to their physical and mental well-being and may significantly impair performance. Although the college recognizes drug and alcohol dependencies as illnesses and major health problems, drug and/or alcohol abuse at UCC is considered unacceptable behavior because it negatively affects the productivity, safety and security of the college. Therefore, in order to foster a safe, healthful, and secure campus environment, it is UCC's intent and obligation to provide appropriate drug and alcohol related procedures, educational resources, prevention-focused activities and referral services. In addition, when necessary, the college will impose sanctions. Actions taken with respect to students shall be consistent with rights afforded individuals under college policy, state and federal statutory, regulatory and constitutional provisions.

The college's premises are defined as any building, room, outdoor space, or vehicle that is owned, rented, leased or used by the college.

In keeping with this commitment, students are expected to comply with the following procedures:

- A. Students are expected to report to class in a condition that is conducive to learning. Any student under the influence of alcohol or controlled substances (as defined by federal and state statutes) while on the college's premises or on college-sponsored activities will be subject to sanctions which may include suspension or expulsion from the college.
- B. The unlawful manufacture, distribution, or possession of a controlled substance (other than a drug prescribed by a physician) by any student while on college business or while on the college's premises is prohibited and may constitute grounds for suspension, expulsion from the college and referral to appropriate law enforcement agencies for prosecution.
- C. Students experiencing problems resulting from drug, narcotic, alcohol abuse or dependency should make use of appropriate community resources for dealing with their specific situation.

Although the college recognizes that alcohol and drug abuse can be treated and is willing to work with students who may suffer from such problems, it is the student's responsibility to seek assistance before drug or alcohol problems lead to academic problems.

Tobacco Free Campus Policy

Umpqua Community College acknowledges and supports the findings of the Surgeon General that tobacco use in any form, active and passive, is a significant health hazard. The College further recognizes that environmental tobacco smoke has been classified as a Class-A carcinogen. In light of these health risks, and in support of a safe and healthy learning/working environment, the following restrictions shall be placed:

1. Smoking or other tobacco usage is not permitted inside the perimeter of any Umpqua Community College (UCC) property. This includes all College sidewalks, landscaped areas, recreational areas, buildings on UCC property, and any leased or rented facilities. Designated smoking areas will be provided near parking lots on the outside perimeter of campus.
2. Improper disposal is prohibited and includes but is not limited to:
 - Spitting smokeless tobacco product
 - Littering (i.e. discarded cigarette butts, throwing cigarette butts out of windows, leaving spit container)
 - Anything that creates fire hazards
3. The inhaling, exhaling, burning, or carrying of any lighted smoking material, including cigarettes, cigars, or pipes, is prohibited in all areas not designated for smoking, and in vehicles owned or operated by UCC. The use of other tobacco products, such as smokeless or chewing tobacco is also prohibited.
4. The sale of tobacco products or tobacco-related merchandise is prohibited on College property.
5. The free distribution (sampling) of tobacco products and associated products is prohibited at College facilities or events.
6. Sponsorship of campus events by organizations that promote tobacco use is prohibited.
7. Advertisement of tobacco products and printed materials on campus is prohibited regardless of sponsorship.
8. Tobacco use on college property or improper disposal of smoking materials may result in disciplinary action or a \$25 fine.

More information on UCC's tobacco policy, related fines, and the appeal process is available at <http://www.umpqua.edu/tobacco-use-policy>, or in the Tobacco-Free Campus brochure, available at the Enrollment Services office.

Sexual Harassment Policy

Umpqua Community College is committed to providing all employees and students with the opportunity to work and learn in an environment free from discrimination, including harassment. It is a violation of college policy for any employee or student to engage in harassment of any other college employee or student.

Sexual harassment includes any sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when, either explicitly or implicitly:

- A. It is made a condition of employment or a basis for employment decisions regarding students or staff or
- B. It is made a condition for a student's enrollment, evaluation, or satisfactory progress in a class or program; or
- C. Such behavior unreasonably interferes with a student or staff member's academic or work performance by creating an intimidating, hostile, or offensive learning or work environment.

UCC employees and students who feel they have been subjected to sexual harassment are encouraged to first pursue an informal resolution to their complaint. Employees should bring their concerns to the attention of their supervisors, Human Resources, Dean of Students, or the college Affirmative Action Officer.

Students are encouraged to discuss their concerns with a college counselor or the Dean of Students. Every effort will be made to maintain confidentiality for both the complainant and the accused at the informal level. If the situation is unresolvable by informal means, employees and students should promptly seek assistance from the college Affirmative Action Officer and follow the formal discrimination grievance procedures. Impartial replacements will be selected by the President in the event that a member of the Personnel/Affirmative Action Committee is the alleged harasser.

UCC supervisors are responsible for promoting an environment that is free from sexual harassment.

UCC will thoroughly investigate all reported incidents of sexual harassment. Employees or students found to be in violation of this policy will be subject to immediate discipline, including possible termination or suspension from the college.

UCC will not tolerate retaliation of any kind against employees or students based upon their allegations regarding sexual harassment. Retaliatory behavior will be considered a breach of this policy and will be dealt with accordingly.

Employees and students should be aware that formal allegations of sexual harassment carry potentially serious consequences to the person charged. Such allegations should be made if warranted, but should be made with accuracy and truthfulness.

Student Right to Know Act Statement & Statistics

The reporting of graduation and transfer rates are calculated based on the federal IPEDS definitions. College-based graduation and transfer rates are based on known transfers as confirmed by the National Student Clearinghouse match process.

For more information about the UCC student population contact the Institutional Researcher at 541-440-4625. For more information about the athletic programs and athletic participation contact the Athletic Department at 541-440-4686.

IPEDS Cohort	Fall 2013	Fall 2014	Fall 2015	Fall 2016	Fall 2017
Graduation Rate	318	306	165	205	120
Total Cohort	32	47	27	47	24
Total Graduates	10%	15%	16%	23%	20%
Graduation Rate					

721.0 Student Code of Conduct

Students at Umpqua Community College are expected to conduct themselves in a manner compatible with