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6	Admissions *	1										1					
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16	Banking and Cash Receipts/Disbursements		1		11-11-				17.44		1						
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17	Banner Access Requests: see Information Technology		_										1				
18	Banning from Campus (Trespass Warning)						T		1								
19	Bloodborne Pathogens: Exposure								1					1			-
20	Board of Education Policies					FIRE	?	?	?	?	?	?	?	EZER.	NATIONAL PROPERTY.	SELLE INCOME.	
21	Bookstore Discounts									1		1	1	Ī			
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24	Budget Control						$\neg$		_	1			-	-+			
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27	Capital Assets Inventory *	1							-	1		$\neg$	-	-	-+		
28	Catering						+	-	1	-		-+	-+	-+			
29	Center for Meeting and Learning: Scheduling an Event						_	_	1			-	-	-			
30	Chemical Hygiene Plan						_	+	1	-	-	-	-	_			
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32	Classrooms: Food and Drink *	11		-	1	1	1	1 .	1	-	·   `	Con I	0.75	September 1			
33	College Address and Letterhead for Personal Correspondence, Use of *				_	-+	_	+	<del>`</del> +	-	-	-	-				
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6	Affirmative Action Guidelines and Complaint Procedure Disabilities: Americans With Disabilities Act Complaint					100	1									-	
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1	Course Catalog								1							
/	Course Inactivation and Reactivation Course Information Sheets								. 1							
1	Course Outline Files								1							
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69	Curriculum Development: Hourly Rate								1							
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133 134 139 140 141 142 143 144 145 150 151 155 156 157 158 159	Grades: Pass/No Pass Option Grades: Posting Publicly Grades: Records * Graduation Criteria Grant Development and Administration Harassment Based on Race/Ethnicity or National Origin: Format Complaint Process Harassment Based on Race/Ethnicity or National Origin: General * Harassment Based on Race/Ethnicity or National Origin: Informal Report and Resolution Process Harassment, Sexual: Formal Complaint Process Harassment, Sexual: General * Harassment, Sexual: Informal Report and Resolution Process Hazard Communication Hiring: Internal Advertisement Hiring: Without Advertisement Hiring Process Hiring Rates: Classified Positions Hiring Rates: Definitions Hiring Rates: Paculty Positions Hiring Rates: Management Positions Hours: 30th Ave Campus * Income Credit Program Incomplete Grade Independent Contractors Independent Contractors: Definitions Independent Study Information Technology: Administrative Computer System Baseline Modification * Information Technology: Appropriate Use Policy *	1			1	1 1 1 1 1 1 1		1	1 1 1		1	_			1 1 1 1 1 1	1 1 2 1 1
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165	Information Technology: Virtual Private Network *	1										1				
166	Information Technology: Wireless Communication *	1								-		1		4	-	
V67	Instructor Certification									1						
V68	Instructor Hours on Campus							1		1						
√169 √170	Instructor Qualifications: Credit Instructor Qualifications: Noncredit									1						
171	Instructor Selection and Development *									1						1
172	Insurance Benefits	1				- 1	1			1	Con					1
173	Insurance: Non-Employee Claim				-		-		-	+					1	1
174	Insurance: Property and Liability					$\dashv$	$\dashv$	1		+					1	1
175	Insurance: Stolen Property					+		1	-	+					1	2
176	Insurance: Vehicles	+			-+	$\dashv$	+	1	+	+					1.	2
177	International Students	1 1				1	- 1	N-B		1	47.5				1	2
178	Invoice Payment	1 1	1	-	1	1	1	1	. 1	1	1	1				1
179	Keys			-		$\dashv$		1		+	-+	-+	-+			0
180	Laundry Services					+		1	-	+		$\rightarrow$	-			1
	Leaves With and Without Pay						$\neg$		_	+		-	-		1	1
	Legal Counsel Referrals and Communications					1	_		_	+		-	-			1
	Library: Overdue and Unreturned Materials				37.79					1					er an electric	
	Library: Use and Borrowing Privileges								1	1						
	Lock-Out/Tag-Out					-		1				1	1	1	1	
	Logo					1				$\top$		_	_	-		
	Lost and Found							1					-	-	-	
	Mailing Procedures					1				1						1
	Marketing and Public Relations					1										1
	Mechanical Breakdowns							1								1
	Medical Record Confidentiality														1	1
	Medical Treatment of Minors														1	1
	Medical Treatment of Staff  Moving Expense Reimbursements														1	1
	Name Change: Department/Service				- 1										1	1
	Naming Buildings and Facilities *	1 1						1 ,	1							2
	News Media Relations and College Spokespersons *	1		_	_	_	1	1	$\perp$	С	on					1
	Occupational Injuries and Illnesses	1			1	4		_		_						1
	Organizations *	-		_			-	1		+					1	2
	Outreach Credit Classes	1			] 1		1		1	1	1					2
1	Overtime	1 1	1	1	- 1	1	1	1	1	,			1			1
C	Overtime for Classified and Management Support Employees				-	+	+		+	+					1	1
100000000000000000000000000000000000000	Vho Teach														1	1
	ay: School Closure														1	1:
	aychecks: Early aychecks: Emergency					_									1	1
	aychecks: Emergency aychecks: Lane Automatic Direct Deposit (LADD)	-				1	_								1	1
	aychecks: Mid-Month Draw Checks					1	1			_					1	1;
	aydays	-		_	_	+	+		+-	_					1	1
	ayroll Deductions	-			_	-	+	$\perp$	-	-			1		1	1
	ayroll Procedures in General	+	_	-		-	-	_	-	_		,			1	1
	erformance Evaluations	- 1	1	- 1	1_	1	1.		1	-	1	l	- 1		1	1
TOUR OUR PROPERTY OF THE PARTY	erformance Hall Scheduling	- 1	1	1	1	1	1.	1	1	I	1	1	1		1	2
	ersonal Items in Instruction: Use	- 1	1		1	1	1 1	1	1	1		1				1
,	ersonal Services Screening and Selection	I	1	1	1	1	1	1.	1	1		I	ı	1		1
	ersonnel Database		-		_	-	+	1	+	_			-			1 ;
216 Pe	ersonnel Files	+-	_	-	-	+	+	+	+-	-	_	-			1	1
247 De	ersonnel/Payroll Actions	_			-	+	-	-	+-	-		-	-		1	1
217 Pe	,														1	

		C A P	o I c y O n I	P r P o o c l e i d c u y r e	P r o c e d u O r n e l	Colleg	DIVer sit	F a c i i t i e	F I n a n c	e a r n i	S A f f u f d a e i n r	T e c h n o i o g	C o m S m a i f t e t t e	FC ao cu un l c t i	ER m pC lo ou yn ec
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221	5,					1	-				1				
222									1						1
223								1						_	<del></del>
224	Printing: Stationery, Business Cards and Note Pads							1					-+		
225	Privacy *	1									1	-	-+		1
226	Purchase Order Requirements							1	1	-					
227	Purchase Orders	+					-	1	1	-	-				
228	Purchase Orders: Terms and Conditions	+			-		-	1	1	-+					
229	Purchases: Capital Equipment	++				$\dashv$	$\rightarrow$	_		$\dashv$	-	-			
230	Purchases: Conflict of Interest	++			-		-	1	1	$\dashv$					
231	Purchases: Recycled Paper *	1	-		-	$\dashv$	-	1	1	$\rightarrow$	-		-		
232	Purchasing Policies: Model	+-+				-	-	1	1	_					0.00
233	Purchasing Solicitations: Requirements	+-+		-		-		1	1	$\dashv$					
234	Racial Harassment: see Harassment Based on Race/Ethnicity or National Origin: General	++					1	1	1	+	+			-	1
235	Reassignment to Higher Classification: Temporary	++		-+		$\rightarrow$	-+	_	$\rightarrow$			-		+	
236	Reassignments	++	-+			$\dashv$	-			-					1
237	Reclassification of Classified Positions	+				-	-		$\rightarrow$	-					1
238	Reclassification of Management Positions	+			-	-	-		-	$\dashv$	_				1
	Records Management	$\vdash$				$\perp$									1
240	Recycling *	-			- 1	1	4								
	Refunds: Continuing Education	1	_				_	1	_						
	Refunds: General								1						
245 246	Release of Student Records Remodeling (Facilities Management Team) Research: Authorization to Conduct Reserve Duty Release Time for Students			I				1	I	1	1			I	İ
	Residency Requirements	$\perp$									1				
_	Retirement Requirements										1				
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	Retirement Celebrations														
751 "													- 1		1
	Room Scheduling							1		$\top$	-		$\top$		1
252	Room Scheduling: Renaissance							1 1			-		+		1
252 I	Room Scheduling: Renaissance Salary Schedules						-				-				
252   253   254	Room Scheduling: Renaissance Salary Schedules Salary Schedules: Adult Education	+									-				1
252   253   254   255   3	Room Scheduling: Renaissance Salary Schedules Salary Schedules: Adult Education Sale to Students of Staff Prepared Instructional Materials					Total Section			1				100000	155 781 %	
252   253   254   255   256   5	Room Scheduling: Renaissance Salary Schedules Salary Schedules: Adult Education Sale to Students of Staff Prepared Instructional Materials Sales and Advertising on Campus							1	1				\$38.50		1
252   253   254   255   256   257	Room Scheduling: Renaissance  Salary Schedules  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes							1			150000				1
252   253   254   255   255   256   257   258	Room Scheduling: Renaissance  Salary Schedules  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Walvers							1			1				1
252   253   254   255   256   257   258   258   259	Room Scheduling: Renaissance  Salary Schedules Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials Sales and Advertising on Campus Schedule Changes Scholarships and Tuition Waivers Screening Tests to Determine Prerequisite Skills							1							1
252   253   254   255   256   257   258   259	Room Scheduling: Renaissance  Salary Schedules Salary Schedules: Adult Education Sale to Students of Staff Prepared Instructional Materials Sales and Advertising on Campus Schedule Changes Scholarships and Tuition Waivers Screening Tests to Determine Prerequisite Skills Sexual Assault							1			1				1
252   253   253   254   255   256   257   258   259   259   256   257   258   256   257   258	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General						-	1			1				1
252   253   253   254   255   256   257   258   259   259   256   257   258   256   257   258	Room Scheduling: Renaissance  Salary Schedules Salary Schedules: Adult Education Sale to Students of Staff Prepared Instructional Materials Sales and Advertising on Campus Schedule Changes Scholarships and Tuition Waivers Screening Tests to Determine Prerequisite Skills Sexual Assault					1	-	1			1				1
252   253   254   255   256   257   258   259   256   256   257   258   259   256	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General				1	1		1			1				1
252   253   254   255   255   256   257   258   259   256   256   257   258   259   256	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General  Shared Governance Appeal Procedure  Siltcoop Station Retreat and Learning Center	1			1	1		1							1
252   253   254   5255   5256   5257   5258   5259   560   561   562   563   564   <b>S</b>	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General  Shared Governance Appeal Procedure  Siltcoos Station Retreat and Learning Center  Smoking*	1 1			1	1		1 1 1 1	1 1 1						1
252   253   254   255   256   256   257   258   256	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General  Shared Governance Appeal Procedure  Siltcoos Station Retreat and Learning Center  Smoking*	1 1 1				1		1 1 1	1 1 1						1
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252   1   2   2   2   2   2   2   2   2	Room Scheduling: Renaissance  Salary Schedules Salary Schedules: Adult Education Sale to Students of Staff Prepared Instructional Materials Sales and Advertising on Campus Schedule Changes Scholarships and Tuition Waivers Screening Tests to Determine Prerequisite Skills Sexual Assault Sexual Harassment: see Harassment, Sexual: General Shared Governance Appeal Procedure Siltcoos Station Retreat and Learning Center Smoking * Solicitation of Funds * Space Assignment Student Complaint Procedure: Formal	_				1		1 1 1	1 1 1	Cc	on .				1
252   1253   1254   1255   125	Room Scheduling: Renaissance  Salary Schedules  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General  Shared Governance Appeal Procedure  Siltcoos Station Retreat and Learning Center  Smoking *  Solicitation of Funds *  Space Assignment  Student Complaint Procedure: Formal	_				1		1 1 1	1 1 1	Co	on .				1
252   1   2   2   2   2   2   2   2   2	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General  Shared Governance Appeal Procedure  Siltcoos Station Retreat and Learning Center  Smoking *  Solicitation of Funds *  Space Assignment  Student Complaint Procedure: Formal  Proceso de Queja Estudiantii: Formal  Student Evaluation of Instruction	_			1	1		1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Cc	on .			1	1
252   1   2   2   2   2   2   2   2   2	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General  Shared Governance Appeal Procedure  Siltcoos Station Retreat and Learning Center  Smoking *  Solicitation of Funds *  Space Assignment  Student Complaint Procedure: Formal  Proceso de Queja Estudiantii: Formal  Student Evaluation of Instruction  Student Government *	_			1	1		1 1 1	1 1 1	Cc	on			1	1
252   1   2   2   2   2   2   2   2   2	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General  Shared Governance Appeal Procedure  Siltcoos Station Retreat and Learning Center  Smoking *  Solicitation of Funds *  Space Assignment  Student Complaint Procedure: Formal  Proceso de Queja Estudiantii: Formal  Student Evaluation of Instruction  Student Government *  Student Immunizations	_			1	1		1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Cc	on			1	1
252   1   2   2   2   2   2   2   2   2	Room Scheduling: Renaissance  Salary Schedules: Adult Education  Sale to Students of Staff Prepared Instructional Materials  Sales and Advertising on Campus  Schedule Changes  Scholarships and Tuition Waivers  Screening Tests to Determine Prerequisite Skills  Sexual Assault  Sexual Harassment: see Harassment, Sexual: General  Shared Governance Appeal Procedure  Siltcoos Station Retreat and Learning Center  Smoking *  Solicitation of Funds *  Space Assignment  Student Complaint Procedure: Formal  Proceso de Queja Estudiantii: Formal  Student Evaluation of Instruction  Student Government *	_			1	1		1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Cc	on			1	1

# Coll	nge Online Policy and Procedure System		CAP	P o l i c y O n l	P r P o c l e l d c u y r e	r o c e d u r e	n I	Colleg	NAME OF TAXABLE PARTY.	Facilitie	F L o a n c	L e a r n i n	SA tf da da nr	T e c i n o i o g	C o m S m a i f t e t t	F C a o c u u n I c t i	E m p (	
275 Student Mat	erials. Returning to Student			У	& s	S	У	0	y	8	e	9	ts	у	yе	<u>y 1</u>	1,1	
276 Student Orga	anizations Guidelines	1	-	4.45	1	+	1	. 1	1	1	1	1	1					
277 Student Red	ords *	7	1			1		+	+	-	$\dashv$	+	1				+	
	ts and Conduct	7					+	+	+	-	+	+	1					-
279 Subpoena						1	1	1	+	$\neg +$		+	-	-				
	ouse Prevention Statements						1	1				+	-				+	-
281 Substitute Ins												1						1
282 Telephone Se								1	1 -	1	1	1	- 1	1	1			1
283 Temporary Se											1	+	$\neg +$				-	-
284 Testing and A											3 11	1		ST.				
285 Textbook Ord												1						
286 Textbook Pric												1						
287 Textbook Sele												1						
288 Transcript Rec	uests									.	1	-	1	. 1	H 11H 5			
289 Transcripting												-	1		+			-
290 Travel Author													-		-		. 1	-
291 Travel Author		_ 1									1						· ·	-
	e Reimbursement	$\perp$									1							+
293  Tuition and Fe 294 Tuition: Senio				-							T				1		1	
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295 Underage Stud 296 Unemploymen		I	,								. 1							
297 Union Informat		+	+				1	_									1	
98 Vehicle Identifi		+	+	- 1			-		1								1	-
99 Vehicle Purcha		+	+						1	$\perp$								
00 Vehicle Regula		+	1						1									
	ions: Downtown Center	-	-	$\dashv$			_		1									
02 Vehicle Schedu		-	-	-			-		1									
03 Vehicles: Dona		-	+	-			-		1									
	ising and Insurance *	1	-	-			-	_	1									
05 Vehicles: Non-M		1	-	-			_		1		-	Co	n					
06 Veterans Educa		+	-	-	-		<u> </u>	_	1	-	-	-						
	ent Card (P-Card)	-	-	-	-				-	-		Ι.						
08 Volunteers		-	-	-	-		_	_	ļ	1	-	-						
9 Waste: Hazardo	us	-	-	+	-		_			+		-		4			1	
Waste: Infectiou		-		-	-			_	1	+-	-	-						
	and Requirements	-		+	-				1	-		-		$\perp$				
	for Hourly Classified Employees	-	-		-					+	-	_						
3 Workload: Facul		-		+-	-				-	+		_	-				1	
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Key				$\top$	_			-			$\vdash$	_	+-		+-			
administrative po	n an asterisk (*) are currently listed as 'college icies.' See Lane Board of Education policies cc.edu/presoffc/board/policies.htm.														-			<del>21 194 9 9 9</del>
				-											1		-	
-			× .					$\Box$										
JS Notes / Thoug	nto.	_		-													_	
College Council is	the default where other councils don't have	$\perp$					$\Box$			11.9								
responsibility				1				T										,
pernaps consider	es are really employee / benefits / HR related; developing a council to meet as needed to procedure. Otherwise, default goes to												+		-	+		