



SAN BERNARDINO  
COMMUNITY COLLEGE  
DISTRICT



WELCOME

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DISTRICT POLICIES & PROCEDURES

- Student Discipline Forms
- Standards of Conduct and Disciplinary Procedures
- Sexual Harassment Policy
- Smoking Policy
- Alcohol & Drug Policy
- Weapons Policy



More information about these, and other policies, can be found on the [San Bernardino Community College District website](#), and in the [Annual Security Report](#).

STUDENT DISCIPLINE FORMS

Disciplinary action for good cause may be imposed upon a student by an instructor, an administrator, or the Board of Trustees for misconduct. To file a student discipline form follow these steps:

1. click on the appropriate campus logo,
2. fill out the form,
3. save it, and
4. email it to the appropriate personnel by clicking on their name.

For life threatening emergencies or immediate danger, call 911.



Director of Student Life, [Ray Carlos](#)  
(909) 384-8677

Dean of Student Services, [Joe Cabrales](#)  
(909) 389-3355

STANDARDS OF CONDUCT AND DISCIPLINARY PROCEDURES

Students enrolled in the San Bernardino Community College District shall refrain from disruptive conduct which significantly interferes with the instructional program, college activities, or which endangers the health or safety of members of the college, including visitors to the campus. Disruptive conduct on the part of students shall be cause for disciplinary action in accordance with policies adopted by the San Bernardino Community College District Board of Trustees and pursuant to appropriate sections of the Education Code, the Business and Professions Code, the Health and Safety Code, and the Penal Code of California.

Disciplinary action for good cause may be imposed upon a student by an instructor, an administrator, or the Board of Trustees for misconduct (i.e., disruptive behavior, willful disobedience, profanity or vulgarity, defiance of authority, assault, battery, any threat of violence, misconduct resulting in injury or death, defacing District property, the use, sale or possession of illegal drugs, the use or possession of alcohol on District property, persistent smoking in non-designated areas).

In addition to criminal charges being filed, disciplinary action may include a verbal or written reprimand, probation, suspension, or expulsion. See [Administrative Procedure 5500](#) for disciplinary procedures and misconduct infractions.

SEXUAL HARASSMENT POLICY

Harassment on the basis of sex is a violation of both federal and state laws as well as this District Policy. The colleges

of the District will provide to all students a learning environment free from sexual harassment, and will not tolerate such conduct on the part of any employee.

The San Bernardino Community College District does not discriminate on the basis of sex, gender or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex in all education programs and activities operated by the District (both on and off campus). Title IX protects all people regardless of their gender or gender identity from sexual discrimination, which includes sexual harassment and violence.

**Sexual discrimination** means an adverse act of sexual discrimination, including sexual harassment and sexual violence, that is perpetrated against an individual.

**Sexual harassment** is unwelcome conduct of a sexual nature that includes, but is not limited to, sexual violence, sexual advances, requests for sexual favors, indecent exposure and other verbal, nonverbal or physical unwelcome conduct of a sexual nature, where such conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person, and is in fact considered by the individual, as limiting the individual's ability to participate in or benefit from the services, activities or opportunities offered by the District. Also included is gender-based harassment, which may include acts of verbal, non-verbal or physical aggression, intimidation or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

**Sexual violence** means physical sexual acts (such as unwelcome sexual touching, sexual assault, sexual battery and rape) perpetrated against an individual without consent or against an individual who is incapable of giving consent due to that individual's use of drugs or alcohol, or disability.

Complaints, questions, or concerns regarding this policy may be directed to the Title IX Coordinator, or to the District Police in the event of an emergency:

- CHC: Vice-President of Student Services, (909) 389-3355
- EDCT: Executive Director, (909) 382-4034
- SBVC: Vice-President of Student Services, (909) 384-4473
- District Police: (909) 384-4491
  
- [SBCCD Board Policy 7100](#): Commitment to Diversity, Equal Opportunity Employer
- [SBCCD Board Policy 3410](#): Nondiscrimination
- [SBCCD Board Policy 5510](#): Sexual Harassment Plan

## SMOKING POLICY

Smoking of any form of tobacco or non-tobacco product is prohibited on District grounds, in all District vehicles, at any activity or athletic event and on all property owned, leased or rented by or from the District, unless a tobacco use area has been designated. SBCCD Board Policy 3570 allows for the establishment of procedures to comply with California Code of Regulations Government Code section 7597. Smoking shall be permitted only in designated areas. Violators of this section may be punished by a minimum fine of \$50.00. Enforcement shall be the responsibility of the District Police Department.

- [Crafton Hills College designated smoking areas](#)
- [San Bernardino Valley College designated smoking areas](#)
- [District designated smoking areas](#)
- District Annex designated smoking areas

## ALCOHOL & DRUG POLICY

The possession or consumption of alcoholic beverages and other illegal drugs prior to, or during, any District sponsored activity, on or off our campuses, by any person attending, regardless of age, is forbidden by State law. The federal government has mandated that as of October 1, 1990, there will be no drug usage by students, staff, or faculty on college campuses anywhere in the United States. [SBCCD Board Policy 3560](#) and [3550](#) prohibits the possession, use or distribution of illicit drugs and alcohol on college property, during any college-sponsored field trips, activities or workshops, by students and employees.

San Bernardino Community College District makes every effort to provide drug-free campuses. Assistance is available for those who seek help for themselves or others who may be addicted to substances. Contact Student Health Services at (909) 384-4495 (SBVC) or the Health & Wellness Center at (909) 389-3272 (CHC) for confidential services and information.

## WEAPONS POLICY


Firearms or other weapons shall be prohibited on any college or District property or in any facility of the District except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency. See [SBCCD Board Policy 3530](#) and [SBCCD Board Policy 5500](#).

[Career Opportunities](#) [Help Desk](#) [Master Calendar](#) [Campus Safety](#) [Accessibility Statement](#)

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