

**CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE**  
**GENERAL ASSEMBLY ATTENDEE CONDUCT POLICY**

**Background:** The Chancellor's Office provides annual funding and administrative support for the operation of the Student Senate for California Community Colleges, including contracting with hotel vendors to secure venues for the monthly SSCCC Board meetings and the fall and spring General Assemblies. The Chancellor's Office bears responsibility for ensuring that actions of the Student Senate do not expose the Board of Governors or the California Community Colleges system to financial liabilities or unnecessary criticism resulting from illegal or inappropriate conduct. To that end, this policy delineates standards of expected conduct, the consequences for violation of those standards, and the process that will be followed in the event a violation occurs.

**Scope:** All attendees of the General Assembly for whom colleges apply local requirements are accountable to their college's Code of Conduct and District Travel Policy, which may include requirements that exceed those of this policy. All attendees are also expected to abide by the minimum standards of conduct set forth below. In addition, specific practices are prohibited.

**Basic Philosophy of Responsible Conduct**

- A. The concern of each participant for the rights of every individual. Each participant is responsible for his or her actions at all times. It is essential for all attendees to act responsibly to ensure that their own conduct is beneficial not only to themselves and to their fellow participants.
- B. All attendees are expected to act in a respectful manner, in both language and action, when interacting with other students, advisors, CCCCCO staff, as well as hotel staff and guests.
- C. All facilities placed at the disposal of the attendees are to be given the greatest care and attention.
- D. The SSCCC and CCCCCO expects all attendees to adhere to the Standards of The California Community Colleges Chancellor's Office General Assembly Attendee Conduct Policy.



### **General Assembly Prohibited practices**

- A. Consumption of alcohol or possession of related paraphernalia at Chancellor's Office sponsored Student Senate events
- B. Possession, use, or distribution of illegal drugs or related paraphernalia
- C. Possession of any firearm, illegal knife, explosive or other weapon
- D. Assault, or deliberate physical injury to another person e.g. Sexual harassment, unwanted sexual advances and sexual assault
- E. Violation of hotel or facility rules and/or policies
- F. Disruptive behavior or the behavior that threatens the health and or safety of others.
- G. Discrimination, harassment and bullying against any individual on the basis of race, ethnicity, age, gender, gender identity, sexual orientation, physical and/or mental disability, or political ideologies. Such discrimination, harassment and bullying has the effect of creating a hostile or intimidating environment sufficiently severe or pervasive to substantially impair a reasonable person's participation in CCCCCO sponsored events or activities.
- H. Threatening or harassing behavior conveyed by written or electronic means, including, but not limited to email, social media, texting and online

### **Response to Violations:**

All attendees will be held personally responsible for any damages they cause to any facility while attending an event. Individuals who are dismissed for conduct violations will not receive a refund of conference registration fees.

Depending on the nature of the violation of this policy and the circumstances, the Chancellor's Office may take any or all of the following actions:

- 1) Immediate dismissal from the event.
- 2) Request for event security to intervene.
- 3) Notification of local authorities.
- 4) The Chancellor's Office reports incident to local college for review and disciplinary action.
- 5) Prohibited attendance from future SSCCC sponsored CCCCCO activities /events.

In enforcement of this policy, the Chancellor's Office will seek to resolve any situation with the least intervention necessary, but will take whatever measures are required to protect the health and safety of General Assembly attendees and the interests of the Board of Governors.

Rev: 02/17

**CERTIFICATION OF AGREEMENT TO ABIDE BY  
THE CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE  
POLICY ON ATTENDEE CONDUCT AT THE STUDENT SENATE GENERAL ASSEMBLY**

**Agreement**

*I understand that as an attendee at Student Senate for California Community Colleges General Assembly, which is a state –supported event, I am expected to conduct myself in a responsible manner in accordance with the General Assembly Attendee Code of Conduct Policy. I also understand that should my college apply local requirements I will also be accountable to my college's Code of Conduct and District Travel Policy, which may include requirements that exceed those of this policy. I further agree to the following:*

**1. I WILL NOT ENGAGE IN THE FOLLOWING PROHIBITED PRACTICES**

- a. Possession, consumption, use or distribution of alcohol or possession of related paraphernalia at Chancellor's Office sponsored Student Senate events
- b. Possession, use, or distribution of illegal drugs or related paraphernalia
- c. Possession of any firearm, illegal knife, explosive or other weapon
- d. Assault, or deliberate physical injury to another person e.g. Sexual harassment, unwanted sexual advances and sexual assault
- e. Violation of hotel or facility rules and/or policies
- f. Disruptive behavior or the behavior that threatens the health and or safety of others.
- g. Discrimination, harassment and bullying against any individual on the basis of race, ethnicity, age, gender, gender identity, sexual orientation, physical and/or mental disability, or political ideologies. Such discrimination, harassment and bullying has the effect of creating a hostile or intimidating environment sufficiently severe or pervasive to substantially impair a reasonable person's participation in SCCC and CCCC sponsored events or activities.
- h. Threatening or harassing behavior conveyed by written or electronic means, including, but not limited to email, social media, texting and online

2. I understand that I am personally responsible for any damages I cause to any facility while attending an event and that I will not hold the SCCC or the State of California liable for any damages injuries or costs that occur as a result of my attendance.

3. I understand that depending on the nature of the violation of this policy and the circumstances, the Chancellor's Office may take any or all of the following actions:

- a. Immediate dismissal from the event.
- b. Request for hotel security to intervene.
- c. Notification of local authorities.
- d. The Chancellor's Office reports incident to local college for review and action.
- e. Prohibited attendance from future SCCC sponsored CCCC activities/events.

4. I understand if I am dismissed from the event that neither the Chancellor's Office or the Student Senate will be responsible for any expenses incurred in my transportation home and that I will not receive a refund of conference registration fees.
5. I understand that the Chancellor's Office may refer any violation of this agreement to any college official and that further disciplinary action on my campus may follow.

**In enforcement of this policy the Chancellor's Office will seek to resolve any situation with the least intervention necessary, but will take whatever measures are required to protect the health and safety of attendees and the interests of the Board of Governors.**

**Name:** \_\_\_\_\_ **College:** \_\_\_\_\_

**Student Name:** \_\_\_\_\_ **Student Signature** \_\_\_\_\_

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**Advisor Name:** \_\_\_\_\_ **Advisor Signature:** \_\_\_\_\_

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**Date:** \_\_\_\_\_

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