

**PCC Board of Trustees Policy Review Roster (April 2011)**

<b>Policy Number</b>	<b>Description</b>	<b>Approval Date</b>
1.1	History of North Carolina Community College System <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Made grammatical and other minor edits to the timeline beginning with year 1979 and concluding fall 1997</li> <li>• Corrected the legal reference</li> </ul>	1/18/2011
1.2	History of Piedmont Community College <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Updated “Campus Growth”</li> <li>• Updated “Other Important Milestones”</li> <li>• Updated Presidential Timeline</li> </ul>	1/18/2011
1.3	Accreditation & Professional Affiliations <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Added the following to the policy statement: “to align with the College’s Mission.”</li> <li>• Edited the SACS accreditation statement (to comply with SACS requirement)</li> <li>• Added information representing PCC’s Medical Assisting Program Accreditation</li> </ul>	1/18/2011
1.4	State Board of Community Colleges <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
1.5	North Carolina Community College System <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> </ul>	1/18/2011
1.6	Board of Trustees <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
1.7	Bylaws of Board of Trustees	<b>October 2010</b>

Policy Number	Description	Approval Date
2.1	Philosophy <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor editing (grammar)</li> </ul>	1/18/2011
2.2	Mission Statement <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Added a policy statement, procedure and monitoring authority</li> <li>• The “Mission Statement” is now available as an exhibit.</li> </ul>	1/18/2011
2.4	Disability Statement <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Changed title from “Handicapped” to “Disability” Statement</li> <li>• Provided appropriate legal citation</li> </ul>	1/18/2011
2.5	Vocational Rehabilitation <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Changed terms from “handicapped” to “disability”</li> <li>• Minor editing (grammar)</li> </ul>	1/18/2011
2.8	No Hunting <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
2.9	Accountability & Assurance Plan for Continuing Education <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Updated appropriate legal citations</li> </ul>	1/18/2011
2.10	Inclement Weather <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Updated the procedures to include appropriate contacts for make-up class notification</li> <li>• Edited exhibit to include VP, Continuing Education and VP, Administrative Services signatures</li> <li>• Minor editing (grammar)</li> </ul>	1/18/2011

2.12	<p>Drug-Free College and Substance Abuse</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Policy title change</li> <li>• Incorporated Drug-Free Workplace and Alcohol</li> </ul>	1/18/2011
2.12.1	<p><del>Drug-Free Workplace</del>  <del>Combined w/2.12</del> <b>POLICY REMOVED</b></p>	1/18/2011
2.12.2	<p><del>Alcohol &amp; Drug Abuse Assistance</del>  <del>Combined w/2.12</del> <b>POLICY REMOVED</b></p>	1/18/2011
2.13	<p>Communicable Diseases</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• REPLACED policy with the State of North Carolina’s recommendations (based on Centers for Disease Control resources) for public agencies</li> <li>• Added “Guidelines for Exposure to Blood or Bodily Fluids” as exhibit</li> </ul>	1/18/2011
2.14	<p>Computer Information Systems</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> </ul>	1/18/2011
2.15	<p>Publications</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Updated policy to include “electronic communication” such as: “website, social media and e-newsletter” types of correspondence</li> <li>• Changed the title of the role responsible for this policy from “Vice President” to “Director, Public Information”</li> </ul>	1/18/2011
2.16	<p>Copyright and Fair Use</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• REPLACED existing one-paragraph policy with a more comprehensive and robust policy including a section on Fair Use</li> </ul>	1/18/2011
2.17	<p>Unlawful Harassment</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	

	<ul style="list-style-type: none"> <li>Title change from "Sexual" to "Unlawful" harassment</li> </ul>	<b>October 2011</b>
2.18	<p>Sexual Assault</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Minor edits (grammar)</li> </ul>	1/18/2011
2.19	<p>Weapons on College Property</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> </ul>	1/18/2011
2.21	<p>Security Personnel</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Minor edits (grammar)</li> </ul>	1/18/2011
2.22	<p>Annual Security Report</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> </ul>	1/18/2011
2.23	<p>Technology Resources Usage Acceptable Use</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Title change from "Internet Acceptable Use Policy"</li> <li>Clarified definitions (user terms)</li> <li>Minor edits (grammar)</li> </ul>	1/18/2011
2.24.1	<p>Information Access Security</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>New policy to support Policy 2.24 (currently under review)</li> </ul>	1/18/2011
2.25	<p>Video Surveillance</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Minor edits (grammar)</li> <li>Included procedure</li> <li>Included "Video Surveillance Tape Release Form" (2.25 exhibit)</li> </ul>	1/18/2011

2.26	<p>Foreign Nationals Compliance</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> <li>• Reformatted forms (exhibits)</li> </ul>	
2.27	<p>Standing Committees</p> <ul style="list-style-type: none"> <li>• New policy</li> </ul>	1/18/2011
2.28	<p>Substantive Change</p> <ul style="list-style-type: none"> <li>• New policy</li> </ul>	1/18/2011
2.29	<p>Tobacco Use</p> <ul style="list-style-type: none"> <li>• New policy</li> </ul>	1/18/2011
<b>Policy Number</b>	<b>Description</b>	<b>Approval Date</b>
3.1	<p>State Financial Support of Institutions</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> <li>• Included a policy statement</li> <li>• Updated changes per legal citation</li> <li>• Corrected legal citations</li> </ul>	1/18/2011
3.2	<p>Local Financial Support of Institutions</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Added policy statement</li> <li>• Added purpose/definitions</li> <li>• Added Monitoring authority</li> <li>• Made legal citation corrections</li> </ul>	1/18/2011
3.3	<p>Providing Local Public Funds</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011

	<ul style="list-style-type: none"> <li>• Minor edits (grammar)</li> <li>• Included a policy statement</li> <li>• Updated changes per legal citation</li> </ul>	
3.4	<p>Student Tuition &amp; Fees</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Corrected legal citation</li> <li>• Updated procedure based on legal citation</li> </ul>	1/18/2011
3.4.1	<p>Student Fees for Self-Supporting Classes</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Added “with a maximum of” (30%) under self-supporting classes</li> <li>• Deleted “reserve” definition</li> <li>• Clarified “indirect costs” term</li> </ul>	1/18/2011
3.5	<p>Preparations &amp; Submission of Institutional Budget</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Corrected legal citation</li> <li>• Made updates per correct legal citation</li> </ul>	1/18/2011
3.6	<p>Budget Management</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
3.7	<p>Final Adoption of Budget</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
3.8	<p>Interim Budget</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
3.9	<p>Budget Amendments and Transfers</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edit (grammar)</li> </ul>	1/18/2011

3.9.1	<p>Disbursement of State Money</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar/titles)</li> <li>• Corrected legal citation</li> </ul>	
3.9.2	<p>Disbursement of Local Money</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
3.9.3	<p>Accounting System</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
3.9.4	<p>Investment of Idle Cash</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
3.9.5	<p>Selection of Depository; Deposits to be Secured</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
3.9.6	<p>Facsimile Signatures</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edit (grammar)</li> </ul>	1/18/2011
3.9.7	<p>Daily Deposits</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edit (sentence structure/grammar)</li> <li>• Corrected legal citation</li> </ul>	1/18/2011
3.9.8	<p>Surety Bonds</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	1/18/2011
3.9.9	<p>Vending Facilities</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Editing (grammar)</li> </ul>	1/18/2011

	<ul style="list-style-type: none"> <li>• Corrections based on legal citation</li> </ul>	
3.9.10	<p>Bookstore, Vending Machines and Other Convenience Concessions</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Corrected legal citation</li> <li>• Made edits based on legal citation</li> <li>• Changed title from “Concessions Policy”</li> <li>• <b>Changed title to Distribution of Profits from Bookstore, Vending Machines, and Other Convenience Concessions</b></li> <li>• <b>Updated the legal citation to include State Board Approvals</b></li> <li>• <b>Added additional information within the procedures</b></li> </ul>	<p>1/18/2011</p> <p>Revised 4/12/2011</p>
3.9.11	<p>Credit Card Usage Authorization</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Replaced existing procedure</li> <li>• Minor edits to policy (grammar/sentence structure)</li> </ul>	1/18/2011
3.9.12	<p>Returned Check Fee</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> <li>• Monitoring authority assigned to the Director, Financial Services</li> <li>• Change in the “note” – checks returned from non-students will be handled by the Director, financial Services</li> </ul>	1/18/2011
3.10	<p>Liability Insurance</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> </ul>	1/18/2011
3.11	<p>Purchasing</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Corrected legal citation</li> </ul>	1/18/2011

	<ul style="list-style-type: none"> <li>Minor edits (grammar)</li> </ul>	
3.12	<p>Travel Reimbursement</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Corrected legal citations (deleted incorrect references)</li> <li>Added "...or the IRS rate, whichever is lower" statement to the reimbursement description</li> </ul>	1/18/2011
3.13	<p>General Accounting Procedures</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Minor edits (grammar)</li> </ul>	1/18/2011
3.15	<p>Employee Use of the College Credit Card</p> <ul style="list-style-type: none"> <li>New policy</li> </ul>	1/18/2011
3.16	<p>Indirect Cost</p> <ul style="list-style-type: none"> <li>New policy</li> </ul>	1/18/2011
<b>Policy Number</b>	<b>Description</b>	<b>Approval Date</b>
4.1	<p>Liability Insurance; Tort Actions Against Board of Trustees</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Minor edits (grammar)</li> <li>Updated language revised in the North Carolina General Statute as it pertains liability insurance</li> </ul>	
4.2	<p>Fire and Casualty Insurance on Institutional Buildings and Contents</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Minor edits (grammar)</li> </ul>	
4.3	<p>Waiver of Governmental Immunity from Liability for Negligence of Agents and Employees of Institutions; Liability Insurance</p> <ul style="list-style-type: none"> <li>Contents inserted into new policy template (format)</li> <li>Minor edits (grammar)</li> <li>Updated language revised in the North Carolina General Statute as it pertains liability insurance</li> </ul>	
4.4	Use of College Facilities by Non-College Personnel	

	<ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> <li>• Added Facilities Usage Form Exhibit</li> <li>• Incorporated language as it pertains to the appropriate use of facilities by non-college personnel</li> </ul>	
4.5	<p>Use of Facilities, Playing Fields and Equipment by College Personnel</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> <li>• Incorporated language as it pertains to the appropriate use of facilities and equipment by college personnel</li> <li>• Added Facilities Usage Form Exhibit</li> </ul>	
4.6	<p>Use of Equipment -<b>POLICY DELETED</b> The content of this policy was incorporated into Policy 4.5</p>	
4.7	<p>Water and Sewage – <b>POLICY DELETED</b> The content of this policy does not require Board approval nor is there a College procedure associated with it.</p>	
4.8	<p>Campus Center Hours and Policies</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> <li>• Changed the name of the policy to <b>Student Center</b></li> <li>• Incorporated clear language as it pertains to Student Center usage and prohibitions.</li> </ul>	
4.9	<p>Bookstore Operations</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> <li>• Included a statement to refer readers to Policy 3.9.10 regarding the use of funds collected by the Bookstore</li> </ul>	
4.10	<p>Equipment Purchases</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> </ul>	
4.11	<p>Learning Resources Center--Equipment Replacement Policy</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> </ul>	

	<ul style="list-style-type: none"> <li>• Minor edits (grammar)</li> <li>• Updated committee titles within the procedures.</li> </ul>	
4.12	<p>Use of Piedmont Community College Facilities by Private Business Enterprises that Loan or Donate Equipment to the College</p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> </ul>	
<b>Policy Number</b>	<b>Description</b>	<b>Approval Date</b>
2.16.1	<b>Intellectual Property (NEW)</b>	
7.13	<p><b>Student Activity Fee (Revised)</b></p> <ul style="list-style-type: none"> <li>• Contents inserted into new policy template (format)</li> <li>• Minor edits (grammar)</li> <li>• Changed policy title to <b>Student Fees</b></li> <li>• Added Student Fee Categories (Student Activity Fees, Technology Fees, Campus Access Fees, Student Liability Fees)</li> <li>• Added procedure</li> <li>• Added Student Fee Exhibit (2011-12)</li> </ul>	

Policies omitted from this document are still under review by the Executive Council.