

Procedure Title: Sex Offenders at BMCC
Procedure Number: 07-2006-0013
Board Policy Reference: IV.A. General Executive Direction

Accountable Administrator: Vice President Student Affairs
Position responsible for updating: Director Enrollment Services/Registrar
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Authorizing Signature: *Signed original on file*
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Purpose:

As part of the Jeanne Cleary Act, the Campus Crime Statistics Act, the Campus Sex Crimes Prevention Act, and Oregon State Statute (ORS 181.806-181.809), this procedure has been developed to assure compliance of related governing regulations or restrictions and to facilitate the safety of all BMCC students.

General Guidelines

Registered sex offenders must:

- Notify, in person or in writing, the Director of Enrollment Services/Registrar or his/her designee, of their intent to enroll or re-enroll at BMCC, no later than 14 calendar days of the start of their first term of enrollment and subsequently at the start of each academic year they plan to enroll.
- Provide the college with a letter from their parole officer or appropriate agency identifying sex offender level, enrollment restrictions or conditions to ensure College compliance with those restrictions and or regulations. The College may contact the sex offender's parole or probation officer for clarification of registration restrictions

Procedure

Once the College has received notification of sex offender's intent to enroll, the Director of Enrollment Services/Registrar or his/her designee will:

- Check for current enrollment status.
- Place registration block on student record with notation of enrollment restrictions;
- Add student to internal offender tracking system and Maxient reporting system;
- Provide offender with letter of responsibilities and requirements for current and future enrollment.

Upon receipt of letter from sex offender's parole officer or appropriate agency identifying registration restrictions, the Director of Enrollment Services/Registrar or his/her designee will:

- Contact the student to schedule a meeting to review and discuss registration restrictions
- Update internal offender tracking system with identified registration restrictions
- Monitor term to term enrollment to ensure compliance with identified registration restrictions.

If it is determined that the offender is not to be around minors, the Director of Enrollment Services/Registrar or his/her designee will monitor the class rosters of the offender to identify minor students in the classroom. If any is present, the offender will be required to remove him/herself from the class and take an alternative course, section, or delivery mode.

The VP, Student Affairs may also set other behavioral and access restrictions, depending upon the supervisory guidelines established for the offender and as deemed appropriate by the College administration. The Director of Enrollment Services/Registrar will notify others about actions taken on a need to know basis only, keeping in mind the mission and best interests of BMCC.

As long as the offender follows state and federal laws governing reporting, is attending school within his/her parole or probationary guidelines, and is in compliance with the Student Rights and Responsibilities procedures set forth for all students, he/she will be allowed to attend classes. Offenders not in compliance with all of the above may be asked to leave BMCC temporarily or permanently, depending upon the circumstances.

Sex offenders who do not report as required or who are found to be in violation of parole or probation will be removed from the College immediately and may be permanently barred from further attendance.