

CHF(Local)				
	Before	After	Operational Impact	Cost Impact

Overview: CHF(Local) Carrying Concealed Handguns on Campus is a new policy required by Texas Government Code Section 411.2031, CARRYING OF HANDGUNS BY LICENSE HOLDERS ON CERTAIN CAMPUSES to be effective August 1, 2017.

A	NEW POLICY:			
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CARRYING CONCEALED HANDGUNS ON COLLEGE CAMPUSES

CHF
(LOCAL)

PURPOSE The purpose of this policy is to implement Texas Government Code, Section 411.2031, CARRYING OF HANDGUNS BY LICENSE HOLDERS ON CERTAIN CAMPUSES, at Collin College effective August 1, 2017.

PROCEDURE After consulting with students, staff, and faculty of Collin College regarding the nature of the student population, specific safety considerations, and the uniqueness of Collin College, the President has established the following rules regarding the carrying of concealed handguns by license holders on the campuses of Collin College:

1. Only individuals with a valid License to Carry a Handgun (LTC) issued by the Texas Department of Public Safety (TXDPS), under Texas Government Code Chapter 411, Subchapter H, as well as licenses from other states, the validity of which is recognized by the State of Texas, may carry a concealed handgun on the property of Collin College.
2. While on Collin College campuses, it is the responsibility of the holder of the LTC to conceal the handgun so that it is not partially or wholly visible to another person.
3. While on a Collin College campus, a LTC holder who is in possession of a handgun must keep that handgun on or about his/her person or in a locked vehicle.
4. Handguns may not be stored overnight on Collin College campuses.
5. Possession of a handgun on College property while intoxicated is prohibited.
6. This policy applies to persons traveling in College-owned vehicles. However, the policies of the owner of the vehicle apply when private or commercial transportation is used for Collin College travel.

7. Individuals who do not possess a valid LTC are prohibited from possessing a handgun on Collin College campuses.
8. This policy applies to all students, staff, faculty and visitors of Collin College, except for law enforcement officers licensed by a state of the United States or a federal agency.
9. Open carry of a handgun on a campus of Collin College is restricted to law enforcement officers licensed by a state of the United States or a federal agency.
10. Students and employees of Collin College, with the exception of police officers employed by the College, shall not inquire as to whether any person is carrying a concealed weapon or possesses an LTC.
11. All other weapons are strictly prohibited for students, staff, faculty and visitors, including but not limited to, long guns, knives with blades longer than five and one-half inches, brass knuckles, clubs, and explosives.
12. Possession of other weapons on Collin College campuses is grounds for immediate disciplinary action and possible prosecution for violations of state law.

EXCLUSIONS

Possession of a handgun is prohibited on Collin College campuses in the following locations by any person except law enforcement officers licensed by a state of the United States or a federal agency. These locations will be appropriately identified by signage as specified under Section 30.06 of the Texas Penal Code.

1. Child care facilities.
2. Polling locations.
3. Facilities where professional, high school or college sporting events are in progress.
4. In the room or rooms where a meeting of a governmental entity is held, and if the meeting is an open meeting subject to chapter 551, Government Code, and notice as required by that chapter is provided.
5. High hazard laboratories and health science education facilities where the presence of high hazard materials or operations creates

a significant risk of catastrophic harm due to a negligent discharge.

6. Locker rooms where individuals change clothes, including those at athletic facilities and health science education facilities.
7. Any location or facility of Collin College, as directed or approved by the President as necessary for campus safety, where effective notice on a temporary basis pursuant to Section 30.06, Texas Penal Code has been given by the required signage.

A violation of these specific prohibitions is considered an offense under section 46.035(a-3), Texas Penal Code.

VIOLATIONS

Violations of this policy should be reported immediately to the Collin College Police Department at 972-578-5555. Such violations may result in disciplinary action by Collin College up to and including criminal prosecution for violation of the Texas Penal Code.

REPORTING

Not later than September 1st of even-numbered years, Collin College shall submit a report to the Texas State legislature and to the standing committees of the legislature with jurisdiction over the implementation and continuation of Section 411.2031, Texas Government Code that:

1. describes the Collin College rules, regulations, or other provisions regarding the carrying of concealed handguns on the campuses of Collin College and
2. explains the reasons the institution has established these provisions.

DH(Local)				
	Before	After	Operational Impact	Cost Impact

Overview: This policy outlines Employee Standards of Conduct. The section that addresses “Weapons on Campus” needed to be addressed relative to the new policy, CHF(Local) Carrying Concealed Handguns on Campus.

A	<p>WEAPONS ON CAMPUS:</p> <p>Weapons, including concealed handguns of licensed owners, shall not be permitted on College District premises pursuant to and as defined by Texas Penal Code 46.03(i), 46.035(a), and 46.035(a)(b)(z), except by licensed peace officers under current commission by the Board.</p>	<p>WEAPONS ON CAMPUS:</p> <p>Unlawful carrying of weapons, including handguns, long guns, knives with blades longer than 5 inches, brass knuckles, clubs, and explosives, as defined by Penal Code 46.05(a), shall not be permitted on College District premises pursuant to and as defined by Texas Penal Code 46.03(a), 46.035(a), and 46.035 (b), except by peace officers licensed by a state of the United States or a federal agency. [see Board Policy CHF(Local)].</p>	<p>Clearly communicates to employees on Collin College campuses the new requirements of Carrying Concealed Handguns on Campus.</p>	<p>N/A</p>
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EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

VIOLATIONS	Employees shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to their status as College District employees. Violation of any policies, regulations, or guidelines may result in disciplinary action, including termination of employment. [See DCC and DM series]
RECORD RETENTION	An employee shall comply with the College District's requirements for records retention and destruction to the extent those requirements apply to electronic media. [See CIA]
SAFETY REQUIREMENTS	All employees shall adhere to College District safety procedures and guidelines and shall report unsafe conditions or practices to the appropriate supervisor.
ALCOHOL AND DRUGS	A copy of this policy, the purpose of which is to eliminate drug abuse from the workplace, shall be provided to all new employees and shall be available on the College District human resources' website. Employees shall not unlawfully manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while at the College District or College District-related activities during or outside of usual working hours: <ol style="list-style-type: none"><li data-bbox="560 1115 1435 1247">1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.<li data-bbox="560 1270 1073 1304">2. Alcohol or any alcoholic beverage.<li data-bbox="560 1327 1419 1388">3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.<li data-bbox="560 1411 1419 1472">4. Any other intoxicant, or mood-changing, mind-altering, or behavior-altering drugs. An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.
EXCEPTIONS	An employee who uses a drug authorized by a licensed physician through a prescription specifically for that employee's use shall not be considered to have violated this policy. The College President is authorized by the Board to permit the serving and consumption of alcohol at special fundraising functions for the College District, at specially designated events in College District facilities, and as a part of specifically defined and approved academic curricular programs/classes (e.g., culinary arts).

EMPLOYEE STANDARDS OF CONDUCT

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NOTICE

In addition to a copy of this policy, each employee shall be given a copy of the College District's statement regarding a drug-free workplace and drug-free schools and a description of the health risks associated with the use of illicit drugs and the abuse of alcohol.

REPORTING
VIOLATIONS OF THE
LAW

Each employee shall report violations of law to his or her supervisor, a human resources representative, the appropriate vice president or provost, or the College President as soon as he or she may become aware of the same. Failure to make such a report may compromise the integrity of the College District depending upon the severity of any concealment and may subject the employee to disciplinary action, including termination of employment with the College District.

In instances in which an employee asserts that he or she is being suspended, terminated, or discriminated against on account of the good faith reporting of a violation of law, the employee has all rights and protections afforded by law and in particular under V.T.C.A., Government Code 554.001, et seq., whereby such action is a form of unlawful retaliation. Employees claiming retaliation under this section shall exhaust all administrative remedies to correct an alleged injustice, including filing a resolution of employee concern form [see DGBA(LOCAL)] and following the appropriate procedures thereafter.

WEAPONS ON
CAMPUS

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Unlawful carrying of ~~W~~weapons, ~~including concealed handguns of licensed owners~~handguns, long guns, knives with blades longer than 5 inches, brass knuckles, clubs, and explosives, as defined by Penal Code 46.05(a), shall not be permitted on College District premises pursuant to and as defined by Texas Penal Code 46.03(~~ia~~), 46.035(a), ~~and 46.035(a) and 46.035 (b)(b)(z)~~, except by ~~licensed~~peace officers licensed by a state of the United States or a federal agency under current commission by the Board. [see Board Policy CHF(Local)].

ARRESTS,
INDICTMENTS,
CONVICTIONS, AND
OTHER
ADJUDICATIONS

An employee (or designee, if the employee is incarcerated) shall notify his or her immediate supervisor through a written letter via certified (verifiable) e-mail or certified mail and sent/postmarked within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony or any offense involving moral turpitude.

MORAL TURPITUDE

Moral turpitude includes but is not limited to:

1. Dishonesty, fraud, deceit, theft, or misrepresentation;
2. Deliberate violence;
3. Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;

EMPLOYEE STANDARDS OF CONDUCT

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4. Felony possession, transfer, sale, distribution, or conspiracy to possess, transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
5. Acts constituting public intoxication, operating a motor vehicle while under the influence of alcohol, or disorderly conduct, if any two or more acts are committed within any 12-month period; or
6. Acts constituting abuse under the Texas Family Code.

SMOKE- AND
TOBACCO-FREE
WORKPLACE

The College District prohibits smoking and the use of tobacco products or other electronic smoking devices on all College District property. Violators of this policy may be subject to disciplinary action, including, but not limited to, termination of employment.

Employees seeking assistance or related educational materials should contact the human resources office.

USE OF COLLEGE
DISTRICT EQUIPMENT
AT AN OFF-CAMPUS
LOCATION

College District employees may use College District equipment for College District-related purposes at off-campus locations, including a personal residence, by completing an equipment check-out form and by following the related procedures. Failure to comply with the published guidelines may result in disciplinary action. An employee shall not use College District facilities, secretarial assistance, office supplies and equipment, or other College District resources for personal gain or benefit; such use of College District resources for personal gain or benefit is a violation of College District policy and state law.

FLB(Local)			
Before	After	Operational Impact	Cost Impact

Overview: This policy outlines expectations regarding Student Conduct. Within the policy, item 14 regarding firearms and weapons needed to be modified relative to the new policy, CHF(Local) Carrying Concealed Handguns on Campus.

A	<p>OTHER OFFENSES:</p> <p>Possessing firearms or other weapons while on College District property, including campus housing, or at a College District-sponsored event without specific permission from appropriate College District officials. This policy also applies to persons who are licensed by the state to carry concealed weapons. The term "weapon" may be defined as any object or substance designed to inflict a wound, cause injury, or incapacitate. Weapons may include, but are not limited to, all firearms, explosive devices and fireworks, chemical dispensing devices, pellet guns, martial arts devices, switchblade knives, box cutters, and clubs. Look-alike devices are also prohibited.</p>	<p>OTHER OFFENSES:</p> <p>Possessing firearms or other weapons in violation of Policy CHF (Local).</p>	<p>Clearly communicates to students on Collin College campuses the new requirements of Carrying Concealed Handguns on Campus.</p>	<p>N/A</p>
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STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT CONDUCT

FLB
(LOCAL)

STUDENT CODE OF
CONDUCT

College District students are both citizens and members of the academic community. As citizens and students, they enjoy the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy. As members of the academic community, they are subject to the obligations that are theirs by virtue of this membership.

The College District expects its students to conduct themselves in a manner that reflects credit upon the institution they represent. There are two basic standards of behavior required of all students:

1. They shall adhere to College District policies and municipal, county, state, and federal laws; and
2. They shall not interfere with or disrupt the orderly educational processes of the College District.

Students are entitled to only those immunities or privileges by law as enjoyed by other citizens.

SCHOLASTIC
DISHONESTY

Every member of the College District community is expected to maintain the highest standards of academic integrity. The College District may initiate disciplinary proceedings against a student accused of scholastic dishonesty. While specific examples are listed below, it is not an exhaustive list and scholastic dishonesty may encompass other conduct, including any misconduct through electronic or computerized means. Scholastic dishonesty shall include, but is not limited to, one or more of the following acts.

General scholastic dishonesty includes, but is not limited to, statements, acts, or omissions related to applications for enrollment, credit, or class work, research, or the award of a degree; falsifying academic records; using annotated texts or teacher's editions, using information about exams posted on the Internet or in any electronic medium; leaving a test site without authority; failing to secure test materials; and/or submitting work that is not one's own. All work submitted for credit is expected to be the student's own work. Students are expected to record honestly and accurately the results of all their research. Falsification of research results shall include misrepresentations, distortions, or omissions in data or reports on research.

Plagiarism is the use of an author's words or ideas as if they were one's own without giving credit to the source, including but not limited to, failure to acknowledge a direct quotation. In the preparation of all papers and other written work, students must distinguish their own ideas and knowledge from information derived from other sources. The term "sources" includes not only published primary and secondary materials but also information and opinions gained

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directly from other people. Whenever ideas or facts are derived from a source, the source must be indicated by the student.

Cheating is the willful giving or receiving of information in an unauthorized manner during an examination or to complete an assignment; collaborating with another student during an examination without authority; using, buying, selling, soliciting, stealing, or otherwise obtaining course assignments and/or examination questions in advance; unauthorized copying of computer or Internet files; using someone else's work for an assignment (in whole or in part) for more than one class or institution without permission from the professor or professors; or any other dishonest means of attempting to fulfill the requirements of a course.

Collusion is intentionally or unintentionally aiding or attempting to aid another in an act of scholastic dishonesty, including but not limited to, failing to secure academic work; providing a paper or project to another student; providing an inappropriate level of assistance or unauthorized collaboration; communicating answers to a classmate about an examination or any other course assignment; removing tests or answer sheets from a test site; and allowing a classmate to copy answers.

In cases where an incident report has been filed for an alleged violation of scholastic dishonesty, the faculty member is requested to delay posting a grade for the academic work in question until the case is final. A student found responsible for scholastic dishonesty offenses will receive an authorized disciplinary penalty or penalties from the dean of student development office. The student may also receive an academic penalty in the course where the scholastic dishonesty took place. The faculty member will determine the appropriate academic penalty.

OTHER OFFENSES

The College District may initiate disciplinary proceedings for a student who commits an offense as provided below. This list is not exhaustive but provides examples of the types of violations that may result in discipline:

1. Forging, altering, or misusing College District documents or records.
2. Disrupting the orderly process of the College District (e.g., classes, events, or meetings) or interfering with the lawful rights of others.
3. Conducting himself or herself in a manner that interferes with College District teaching, research, administration, disciplinary procedures, or other activities and public service functions.

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4. Damaging, stealing, defacing, or destroying College District property, property belonging to a third party on a College District-sponsored trip, or property belonging to a College District student, faculty or staff member, or a campus visitor.
5. Knowingly giving false information in response to reasonable requests from College District officials.
6. Assaulting, threatening, abusing (physically, verbally, and/or sexually), or endangering in any manner the health or safety of a person at the College District, on College District property, or at a College District-sponsored event.
7. Violating College District Student Code of Conduct; Board policies; laws; or administrative rules, regulations, and procedures (e.g., parking, guidelines for student events, registration of meetings and activities, use of College District facilities or the time, place, and manner of public expression).
8. Failing to comply with directions of College District officials and/or police acting in the performance of their duties.
9. Failing to notify College District officials of a change in residency status or current address.
10. Being convicted of an indictable offense under either municipal, state, or federal law that occurred on College District property or at an off-campus, College District-sponsored event.
11. Attempting to, or possessing, manufacturing, delivering, distributing, selling, purchasing, using, or being under the influence of, alcoholic beverages, illegal controlled substances (as defined in the Texas Controlled Substance Act), steroids, substances referred to as “designer drugs,” and inappropriately or illegally using over-the-counter medications, prescription medications, inhalants, herbal/“natural” euphoriant, look-alike products (what is represented to be any of the above-listed substances) at the College District, on College District property, or while attending College District-sponsored activities on- or off-campus. [See FLBE]
12. Unlawfully retaliating against another student, campus visitor, or staff or faculty member.
13. Unlawfully harassing or stalking another student, campus visitor, or staff or faculty member, including, but not limited to, sexual, racial, and disability harassment, and/or creating an intimidating, hostile, or offensive educational environment.

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14. ~~PPossessing firearms or other weapons in violation of Policy CHF (Local).while on College District property, including campus housing, or at a College District-sponsored event without specific permission from appropriate College District officials. This policy also applies to persons who are licensed by the state to carry concealed weapons. The term "weapon" may be defined as any object or substance designed to inflict a wound, cause injury, or incapacitate. Weapons may include, but are not limited to, all firearms, explosive devices and fireworks, chemical dispensing devices, pellet guns, martial arts devices, switchblade knives, box cutters, and clubs. Look-alike devices are also prohibited.~~
15. Engaging in gang-related activity and/or organized criminal activity at any College District facility or grounds. Such actions shall subject a student to disciplinary penalties, while a student involved in illegal acts may be arrested and face criminal prosecution.
16. Releasing restricted course call numbers to other students.
17. Misusing or sharing College-Wide Identification numbers (CWID), CougarMail e-mail accounts, or other restricted access codes or passwords.
18. Repeatedly violating College District policies, procedures, or guidelines and/or repeating less serious breaches of conduct.
19. Misusing College District technology and/or using computing systems to harass others (including, but not limited to, sending, distributing, posting, or displaying offensive or threatening material, and forging mail messages, sending chain letters, and the like), and/or any violation of digital copyright laws resulting in demonstrable harm to the College District's network or disruption of classroom activities. These violations may result in the suspension of College District technology resource privileges and shall be addressed as a formal disciplinary matter.
20. Gambling illegally in any form, at the College District, on College District property, or at any College District-sponsored activity.
21. Engaging in the disruptive use of electronic, digital media, or telecommunications devices during class, labs, or other College District learning environments. In addition, all electronic, digital media, or telecommunication devices must be completely turned off (not in silent or vibrate mode) while taking

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examinations and prior to entering the College District's Testing Center.

22. Engaging in hazing at the College District, on College District property, or at any College District-sponsored activity.
23. Smoking or using any tobacco product or other electronic smoking device (including personal vaporizers) on all College District property. [See FLBE]
24. Committing any other offense that violates the College District's core values or that disrupts the educational processes of the College District.

HAZING

Section 51.936 of the Texas Higher Education Code and Texas Education Code Chapter 37, Subchapter F, prohibits hazing at the College District, on College District property, or while attending College District-sponsored activities on- or off-campus. [See FLBC (LEGAL)] The office of the dean of students at the College District shall publish or distribute a list of organizations that have been disciplined for hazing or convicted for hazing on- or off-campus during the previous three years.

FLBF(Local)				
	Before	After	Operational Impact	Cost Impact

Overview: Board policy FLBF(Local) outlines prohibited weapons on campus. It, too, needed to be modified based on CHF(Local) Carrying Concealed Handguns on Campus and current law.

A	<p>WEAPONS:</p> <ul style="list-style-type: none"> 9. Firearm silencers; 10. Switchblade knives; 11. Knuckles; 12. Armor-piercing ammunition; 13. Chemical-dispensing devices; 14. Zip guns; or 15. Any other object, including school/college supplies, used in a way that threatens or inflicts 	<p>WEAPONS:</p> <ul style="list-style-type: none"> 9. Switchblade knives; 10. Knuckles; 11. Chemical-dispensing devices; 12. Zip guns; or 	N/A	N/A
B	<p>The possession or use of articles not generally considered to be weapons may be prohibited when the College President or designee determines that a danger exists for any student, College District employee, or College District property by virtue of possession or use.</p>	Deleted	N/A	N/A
C	<p>Lockers and cars parked on College District premises may be inspected by College District personnel if there is reasonable cause to believe they contain weapons.</p>	<p>Lockers and cars parked on College District premises may be inspected by College District personnel if there is reasonable cause to believe they contain weapons prohibited by this policy.</p>	N/A	N/A

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Students may not bring to any campus or a College District-related activity any weapons prohibited by law or identified below:

1. Fireworks of any kind;
2. Razors (other than disposable cosmetic razors with fully en-cased, built-in plastic heads and handles);
3. Chains;
4. Martial arts throwing stars;
5. Box cutters;
6. Explosive weapons;
7. Machine guns;
8. Short-barrel firearms;
- ~~9. Firearm silencers;~~
- ~~10.9.~~ Switchblade knives;
- ~~11.10.~~ Knuckles;
- ~~12.~~ Armor-piercing ammunition;
- ~~13.11.~~ Chemical-dispensing devices;
- ~~14.12.~~ Zip guns; or
- ~~15. Any other object, including school/college supplies, used in a way that threatens or inflicts bodily injury on another person.~~

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~~The possession or use of articles not generally considered to be weapons may be prohibited when the College President or designee determines that a danger exists for any student, College District employee, or College District property by virtue of possession or use.~~

Lockers and cars parked on College District premises may be inspected by College District personnel if there is reasonable cause to believe they contain weapons prohibited by this policy.

VIOLATIONS

Students found to be in violation of this policy shall be subject to disciplinary action. [See FM and FMA]

GFA(Local)				
	Before	After	Operational Impact	Cost Impact

Overview: GFA(Local) outlines expected conduct on college district premises. The reference to weapons on campus has been modified to reference the new policy CHF(Local) Carrying Concealed Handguns on Campus.

A	<p>WEAPONS PROHIBITED:</p> <p>The College District prohibits the use, possession, or display of any firearm, illegal knife, club, or prohibited weapon, as defined at FLBF, on all College District property at all times. Weapons, including concealed handguns of licensed owners, shall not be permitted on College District premises pursuant to and as defined by Texas Penal Code 46.03(i), 46.035(a), and 46.035(a)(b)(z), except by licensed peace officers under current commission by the Board.</p>	<p>WEAPONS PROHIBITED:</p> <p>The College District prohibits the possession of any prohibited weapon, as defined by policies DH(Local), FLBF(Local) and CHF(Local), on all College District property at all times except by peace officers licensed by a state of the United States or a federal agency.</p>	<p>Clearly communicates to guests on Collin College campuses the new requirements of Carrying Concealed Handguns on Campus.</p>	N/A
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COMMUNITY USE OF COLLEGE DISTRICT FACILITIES
CONDUCT ON COLLEGE DISTRICT PREMISES

GFA
(LOCAL)

WEAPONS
PROHIBITED

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The College District prohibits the ~~use, possession, or display~~ of any ~~firearm, illegal knife, club, or~~ prohibited weapon, as defined ~~at by policies CHF(Local), DH(Local), and FLBF(Local),~~ on all College District property at all times. ~~Weapons, including concealed handguns of licensed owners, shall not be permitted on College District premises pursuant to and as defined by Texas Penal Code 46.03(i), 46.035(a), and 46.035(a)(b)(z), except by peace officers licensed by a state of the United States or a federal agency. Licensed peace officers under current commission by the Board.~~

EXCEPTIONS

No violation of this policy occurs when the use, possession, or display of an otherwise prohibited weapon takes place as part of a College District-approved activity supervised by proper authorities.