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# Policies

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## Policies

Kapi'olani Community College is part of the University of Hawai'i system and is guided by Board of Regents Policies (RP), University Executive Policies (EP), and UH Community College System Policies (UHCCP). As a State of Hawaii public institution, it is also governed by all Hawai'i revised statutes and rules of law. When policies and processes are needed at the college level, they are established by Kapi'olani's Chancellor Advisory Council (CAC) and Authorized Governance Organizations (AGOs). The college policies and procedures are then posted on the college web page and disseminated to affected areas of the college. The process for developing and establishing new policy at Kapi'olani CC is described in K1.100, Policy on the Policy Development Process.

## Governing Policies

## [Board of Regents Policies](#)

- [University of Hawai'i Systemwide Executive Policies](#)
- [University of Hawai'i Community College System Policies](#)
- [University of Hawai'i Administrative Procedures](#)

# Kapi'olani Community College Policies

Please note that Kapi'olani Community College Policies are designated with a "K" followed by the policy number. When there is not a specific policy or procedure at the college level, this list provides a link to an overall governing policy (i.e., RP, EP, or UHCCP).

## 1. General Provisions

1. [KOP-1.112 Participation in College Decision-Making Processes](#)
2. [KOP-1.111 Planning and Assessment Integration with Resource Allocation \(PAIR\)](#)
3. [K1.100 Policy on the Policy Development Process](#)
4. [K1.201 Policy on Shared Governance](#)
5. [K1.202 Policy of Nondiscrimination and Affirmative Action](#)

## 2. Administration

1. [UHCCP 2.211 Social Media Policy](#)

## 3. Organization

1. [RP 3.201 Major Organizational Units of the University of Hawai'i](#)
2. [RP 3.202 Reorganizations](#)
3. [RP 3.203 Organizations Chart](#)

## 4. Planning

1. [K4.200 Institutional Mission](#)

## 5. Academic Affairs

1. [RP 5.201, Instructional Programs \(pdf\)](#)
2. [EP 5.202, Review of Established Programs](#)
3. [UHCCP 5.200 General Education in All Degree Programs](#)
4. [K5.201 Policy on Curriculum Review and Guidelines](#)
5. [K5.202 Policy on Review of Established Programs](#)
6. [UHCCP 5.203 Program Credentials: Degrees and Certificates](#)
7. [UHCCP 5.205 Notation of Academic Credentials](#)
8. [UHCCP 5.206 Reverse Transfer](#)
9. [UHCCP 5.208 Residency for Graduation](#)
10. [UHCCP 5.211 Statement on Professional Ethics \(Faculty\)](#)
11. [UHCCP 5.213 Time to Degree Co-Requisite](#)
12. [UHCCP 5.228 Credit Hour](#)
13. [UHCCP 5.300 Course Numbering Convention](#)
14. [UHCCP 5.301 Common Course Numbering](#)
15. [UHCCP 5.302 Prior Learning Assessment Program](#)

## 6. Tuition and Fees

1. [EP 6.201 Tuition Schedules](#)

## 7. Student Affairs

1. [EP 7.205 Systemwide Student Disciplinary Sanctions](#)
2. [EP 7.206 Procedure for Concurrent Registration](#)
3. [EP 7.207 Systemwide Student Association](#)
4. [EP 7.208 Systemwide Student Conduct Code](#)
5. [EP 7.302 Preferred Name](#)

## 8. Business and Finance

1. [UHCCP 8.000 General Fund and Tuition and Fees Special Fund Allocation](#)
2. [UHCCP 8.101 Affiliation Agreements, Sponsored Classes, and Sheltered Class Memoranda of Understanding](#)
3. [UHCCP 8.102A Affiliation Agreements, Sponsored Class, and Sheltered Class Memoranda of Agreements](#)
4. [UHCCP 8.102B Indirect Cost Reductions and Waivers](#)
5. [EP 8.200 Policy on Contracts and Signing Authority](#)
6. [UHCCP 8.200 Financial and Operational Oversight of Revenue-Generating Program](#)

7. [UHCCP 8.201 Unrestricted Fund Reserve](#)
8. [UHCCP 8.450 Retention and Disposition of Applications for Contract Renewal and Promotion/Tenure](#)
9. [UHCCP 8.501 Non-Capital Assets](#)

## 9. Personnel

1. [K9.104 Lecturer Evaluation Procedures](#)
2. [UHCCP 9.202 Executive Employees Performance Evaluation](#)
3. [K9.203 Faculty Five-Year Review Procedures](#)
4. [K9.203 Attachment](#)
5. [UHCCP 9.237 Teaching Equivalencies](#)
6. [UHCCP 9.301 Acting Instructor](#)
7. [UHCCP 9.495 – Long-Term Vacancy](#)
8. [UHCCP 9.730 Workplace Non-Violence Programs](#)

## 10. Land and Physical Facilities

1. [EP 10.201 Use of University-Owned Facilities](#)
2. [RP 10.205 Use of University-Owned Facilities](#)
3. [RP 10.207 Parking and Operation of Motor Vehicles](#)

## 11. Miscellaneous

1. [EP 11.102 Delegation of Authority to Approve Requests to Sell or Serve Alcoholic Beverages on University Premises](#)
2. [EP 11.201 Illegal Drugs, Alcohol and Substance Abuse](#)
3. [EP 11.202 Management and Regulation of the Sale, Service and Consumption of Alcoholic Beverages on University Premises](#)
4. [EP 11.203 Naming of University Facilities and Academic Programs](#)

## 12. Student Policies

1. [Academic Dishonesty](#)
2. [Academic Grievance Procedures](#)
3. [Academic Probation and Suspension Policy](#)

4. Academic Rights and Freedoms of Students
5. [Appeal for Exception to the Withdrawal Policy](#)
6. [Commencement Day Procedures for Graduates](#)
7. [Family Educational Rights and Privacy of Students](#)
8. [Financial Obligations to the University](#)

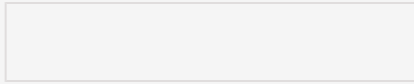
1. [Memo KCC Financial Obligations Holds Drop Change Grade Oct 2017](#)

9. [Kapi'olani CC Student Conduct Code](#)
10. [Kapi'olani CC Student Conduct Code Procedures](#)
11. [Policy on Illicit Drugs and Alcohol](#)
12. [Policy on Lethal Weapons](#)
13. [Policy on Non-Tobacco Products](#)
14. [Policy on Sexual Harassment](#)
15. [Safe Zone](#)
16. [Services for Students with Disabilities](#)
17. [Sexual Assault Policy](#)

### 13. Campus Plans


1. [Distance Education Plan 2017-2020 \(doc\)](#)
2. [Sustainability & Climate Action Plan 2017-2021 \(pdf\)](#)


NOTICE: Every effort has been made to make the Kapi'olani CC Policies Web Site accurate as of the date of publication; however, all policies, procedures, and fees are subject to change at any time by appropriate action of the college, the University of Hawai'i, or the UH Board of Regents.





  
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