

## ARTICLE 12

### **Safety** **Working Conditions & Student Conduct**

- 12.1 Safety is the ~~joint~~ responsibility of the District and the faculty. **The District shall make available to members all relevant District safety policies and procedures.**
- 12.2 The District shall make all efforts to conform to, and comply with, all **applicable health and safety regulations, including but not limited to California Occupational Safety and Health Act (CAL-OSHA), California Education Code, and California Health and Safety Code,** ~~safety, health and sanitation requirements of Title 19, Health and Safety Code, and Title 22, of the California Occupational Safety and Health Act (CAL-OSHA).~~
- 12.3 ~~Upon discovery, each member shall complete and submit the Safety or Health Hazard Report regarding any alleged unsafe condition in his/her working environment to his/her immediate supervisor.~~ **Upon discovery, each member shall notify the appropriate administrator preferably in writing or electronically of any alleged unsafe condition in his/her working environment. If submitting by email, the subject line shall include a reference to Safety Concern and a copy shall be sent to the Director of General Services.**
- 12.4 No member shall be assigned to work under conditions which immediately endanger his/her or others' safety or health.
- 12.5 In the event of actual **immediate** threat to safety of the members or others, the member shall **take appropriate safety measures which may include immediately evacuate the evacuation of** the classroom or building. **As soon as feasibly possible, the member shall** ~~and~~ report the event to the appropriate ~~department chair/division chair,~~ **administrator or College President** who ~~will~~ **shall** give directions as to the procedure to be followed.
- 12.6 Upon notice ~~and evidence~~ of an unsafe condition, the District shall take prompt action to correct the condition, ~~and make all reasonable efforts to warn all~~ **and send an e-mail notification to all affected** members of the unsafe condition while corrective action occurs.
- 12.7 Disruptive Student Policy**
- 12.7.1 In accordance with policy, the District, through its designee, shall notify a faculty member in advance whenever a “disruptive student”, as defined in **policy and/or** administrative procedure, has enrolled into that ~~person's~~ **member's** class within the bounds of confidentiality laws. The District shall also notify the faculty member of the support services that can provide assistance.
- 12.7.2 The District shall maintain communication, as defined in **policy and/or** administrative procedure, with the faculty member who is the “complaining party” of all actions taken throughout the procedure within the bounds of confidentiality laws.

- 12.7.3 A faculty member has the right to be heard by the Vice-President of Student Services ~~ESSO~~, the Intervention Committee, and the Hearing Board, whenever action is taking place.
- 12.7.4 A faculty member has the right to appeal any action by the Vice-President of Student Services ~~ESSO~~, the Intervention Committee and/or the Hearing Board to the next level.
- 12.7.5 The District shall reserve a seat for ACE on the Intervention Committee and the Hearing Board.

**The District and ACE agree to re-open this section of Article 12 once Board policy and administrative procedures regarding student conduct have been developed and approved in accordance with District procedures—per Education Code 76032, the policy and procedure shall authorize an instructor to remove a student from his or her class for the day of the removal and the next class meeting.**

## **12.8 Minor Students**

12.8.1 The District ~~will~~ **shall** provide mandatory training and guidelines to all faculty relative to having minors as registered students on campus and in the classroom. The District shall establish a reporting procedure consistent with the law for mandated reporting and all emergencies. It is the District's responsibility to inform faculty of their responsibilities and protections in these matters. Such training and guidelines include:

1. Mandated reporting of known or reasonably suspected child abuse or neglect.
2. Emergency procedures specific to minors (i.e. disaster, evacuation).
3. Health emergencies in the classroom.

**All rosters shall flag the names of any minor students registered in classes.**

~~The District will notify any faculty member of the names of any minor students under their supervision by the end of the first week of the semester or the minor student's first week of enrollment.~~

The District ~~will~~ **shall** provide **training** ~~an annual faculty orientation~~ **at least once per semester** that reviews current **policies and** procedures regarding minors in the classroom. ~~for new faculty members or for all faculty if changes regarding any of the above have occurred.~~