

Policy Advisory Council

Wednesday, January 4, 2017, 10:00 a.m.
Johnson Hall Conference Room

Agenda

1. Welcome.....Kelly Wolf
2. OAR 580.010.0029-47 Residence Classification (Revise).....Steve Robinson
3. OUS 51 Transfer and Articulation (1998) (Repeal)Steve Robinson
4. OUS 15 Community College Transfer (Repeal).....Steve Robinson
5. IMD 3.010-015 Financial Aid to Students (Repeal).....Steve Robinson
6. UO 05.00.04 Student Records Policy (Repeal).....Steve Robinson
7. IMD 2.035 Undergraduate Transfer and Articulation (Repeal).....Steve Robinson
8. OUS 41 Oregon Honors Scholarship (Repeal).....Steve Robinson
9. OUS 49 Student Loan Debt Management and Outreach (Repeal).....Steve Robinson
10. Acceptable Use Policy for UO Information Technology Resources (New).....Will Laney
11. OAR 571.004.0016 Required Immunizations (Revise).....Kathie Stanley
12. OAR 571.050.0011 Articles, Activities Prohibited at Athletic Facilities (Revise).....Vicki Strand &
Devon Shea



All policy proposals including new policy concepts, recommendations to revise, or requests to repeal must be submitted via this form to the University Secretary. The Secretary will forward completed concept forms to the President's Policy Advisory Council for consideration pursuant to I.03.01 Policy on University Policies. When submitting a policy concept form, please keep the following university definition of "policy" in mind:

A University Policy ("Policy") is a policy that (1) has broad application or impact throughout the University community, (2) must be implemented to ensure compliance with state or federal law, (3) is necessary to enhance the University's mission, to ensure institutional consistency and operational efficiency, or to mitigate institutional risks; or (4) is otherwise designated by the Board or the President as a University Policy subject to the Policy-Making Process authorized in section 4. A policy establishes rights, requirements or responsibilities. Excluded from this definition are things such as, but not limited to, implementation guides, operating guidelines, internal procedures, and similar management controls and tools.

Name:	Steve Robinson
Email:	sr1@uoregon.edu
Phone:	x9386
University Affiliation:	Asst. Vice President and Chief of Staff for Student Services and Enrollment Mgmt.

Policy Subject Matter (please include existing policy number(s) if available)

OAR 580.010.0029-47 Residence Classification

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

The residency classification policy has been revised by a HECC work group. The new language reflects changes agreed to by this group.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Admissions Office-residency officer for the University is part of the Admissions Office and represented UO to the HECC group mentioned in preceding box.

Proposed Action (i.e., new, revision, repeal)

Revise (only changes made are to sections I and J of original policy)

I. Review of Residence Classification Decisions by IRC

(1) An interinstitutional residency committee (IRC) is established consisting of the officers determining student residence classification at Eastern Oregon University, Southern Oregon University, Oregon State

University, Oregon Tech, Portland State University, Western Oregon University and the University of Oregon. A majority of the members of the Committee shall constitute a quorum. A majority of a quorum may make decisions.

(2) Residence cases of unusual complexity, especially where there may be conflict of rules, may be referred by an institution residence classification officer to the IRC for decision.

(3) Any person who is aggrieved by the institution residence classification may, within ten days of the date of mailing or other service of classification decision, appeal the classification to the IRC. The appeal must be in writing and shall be filed with the institution. An aggrieved person may supply written statements to the IRC for consideration in reviewing the case and may also make an oral presentation to the IRC on a date to be scheduled by the IRC. The decision of the IRC shall be final unless appealed.

(4) A person dissatisfied with the IRC decision may, within ten days of the date of the mailing or other service of the IRC decision, appeal the IRC decision to the president or designee of the originating University. An appeal to the president shall be in writing only. The decision of the president or the president's designee shall be final.

(5) A person granted a meritorious hardship exception to residency under this rule prior to July 1, 1990, shall not lose the exception solely because of the repeal of the exception authorization.

Section J of the policy, Residents under WICHE, is eliminated.

Reason for Policy

This policy contains matters pertaining to classification of residency.

Entities Affected by this Policy

All students and employees who interact with the above mentioned matters

Web Site Address for this Policy

<http://policies.uoregon.edu/residence-classification>

Responsible Office

For questions about this policy, please contact the Office of Admissions at 541-346-3201

Enactment & Revision History

Technical revisions enacted by the University Secretary on September 2, 2015.

Became a University of Oregon Policy by operation of law on July 1, 2014.

Former Oregon Administrative Rule Chapter 580 Division 10, Sections 0029 through 0047

Policy

A. Definitions

(1) "Domicile" is a person's true, fixed, and permanent home and place of habitation. It is the place where a person intends to remain and to which the person expects to return when the person leaves without intending to establish a new domicile elsewhere. In order to establish a domicile in Oregon, a person must maintain a predominant physical presence in Oregon for 12 consecutive months after moving to the state.

(2) A "financially independent person" is a person who, at the time of application for residency status: (a) declares himself or herself to be financially independent; (b) has not been claimed as a dependent during the immediately preceding tax year, and will not be claimed as a dependent during the current tax year, on the federal or state income tax returns of any other person; and (c) has not received in the immediately preceding calendar year, and will not

receive during the current calendar year, one-half or more of his or her support, in cash or in kind, from another person or persons, except for support received from his or her spouse.

(3) A "financially dependent person" is a person who, at the time of application for residency status: (a) declares himself or herself to be financially dependent; and (b) has been claimed as a dependent on the federal and state income tax returns of another person during the immediately preceding tax year.

B. Determination of Residence

(1) For purposes of admission and instruction fee assessment, the University shall classify a student as Oregon resident or nonresident. In determining resident or nonresident classification, the primary issue is a person's intent in coming to Oregon. Intent is inferred from a person's conduct and history as they relate to the requirements of these residency policies. If a person is in Oregon primarily for the purpose of obtaining an education, that person will be considered a nonresident. It is possible for an individual to qualify as a resident of Oregon for purposes of voting or obtaining an Oregon driver's license and not meet the residency requirements established by this policy.

(2) An Oregon resident is a financially independent person who, prior to the term for which Oregon resident classification is requested, has both: (a) established and maintained a domicile in Oregon as provided under Section A 12 consecutive months; and (b) during that period, has been primarily engaged in activities other than those of being a college student.

(3) A student may be considered primarily engaged in educational activities regardless of the number of hours for which the student is enrolled. However, a student who is enrolled for more than 8 hours in any semester or quarter during the 12-month period referred to in Section B(2) of this policy shall be presumed to be in Oregon for primarily educational purposes. Such period of enrollment shall not be counted toward the establishment of a bona fide domicile of 12 consecutive months in this state unless the student proves, in fact, establishment of a bona fide domicile in this state primarily for purposes other than educational.

(4) An Oregon resident is also a financially dependent person who is claimed as a dependent by another person who has both: (a) established and maintained an Oregon domicile as provided under Section A(1) for 12 consecutive months; and (b) during that period, has been primarily engaged in activities other than those of being a college student.

(5) A financially dependent person who is claimed as a dependent by another person who has not established and maintained an Oregon domicile shall be presumed to be a non-resident. This presumption may be overcome by evidence of the student's long-standing presence in Oregon and demonstration of other factors under Section C.

(6) The criteria for determining Oregon resident classification shall also be used to determine whether a person who has moved from Oregon has established a non-Oregon residence.

(7) If University records show that the residence of a student or the person upon whom the student is dependent is outside of Oregon, the student shall continue to be classified as a nonresident until entitlement to resident classification is shown. The burden of showing that the residence classification should be changed is on the student requesting the change.

(8) Notwithstanding Section B(4) of this policy, a student who is financially dependent on a non-Oregon resident may nonetheless be considered an Oregon resident if the student resides in Oregon for at least 12 consecutive months with a parent or legal guardian who has both: (a) established and maintained an Oregon domicile under Section A(1) for 12 consecutive months; and (b) during that period, has been primarily engaged in activities other than those of being a college student.

C. Residency Consideration Factors

(1) The following factors, although not necessarily conclusive or exclusive, have probative value in support of a claim for Oregon resident classification:

- (a) Reside in Oregon for 12 consecutive months prior to the beginning of the term for which resident classification is sought and during that period be primarily engaged in activities other than those of a college student;
- (b) Reliance upon Oregon resources for financial support;
- (c) Domicile in Oregon of persons legally responsible for the student;
- (d) Acceptance of an offer of permanent employment in Oregon; and
- (e) Ownership by the person of his or her living quarters in Oregon.

(2) The following factors, standing alone, do not constitute sufficient evidence to effect classification as an Oregon resident:

- (a) Voting or registration to vote;
- (b) Employment in any position normally filled by a student;
- (c) The lease of living quarters;
- (d) Admission to a licensed practicing profession in Oregon;
- (e) Automobile registration;
- (f) Public records, for example, birth and marriage records, Oregon driver's license;
- (g) Continuous presence in Oregon during periods when not enrolled in school;
- (h) Ownership of property in Oregon or the payment of Oregon income or other Oregon taxes; or
- (i) Domicile in Oregon of the student's spouse;.

(3) Reliance upon non-Oregon resources for financial support is an inference of residency in another state.

D. Evidence of Financial Dependency

- (1) In determining whether a student is financially dependent, a student must provide:
- (a) Evidence of established domicile as provided under Section A(1) of the person claiming the student as a dependent; and
 - (b) The identification of the student as a dependent on the federal and state income tax returns of the person claiming the student as a dependent. Additional documentation to substantiate dependency during the current calendar year may be required at a later time if deemed necessary by the institution.
- (2) A student who provides evidence that he or she is a financially dependent person under these rules shall not be required to establish a 12-month domicile prior to classification of resident status, provided such a student may not be classified as a resident while receiving financial assistance from another state or state agency for educational purposes.

E. Residence Classification of Armed Forces Personnel

- (1) For purposes of this policy, members of the armed forces means officers and enlisted personnel of:
- (a) The Army, Navy, Air Force, Marine Corps, and Coast Guard of the United States;
 - (b) Reserve components of the Army, Navy, Air Force, Marine Corps, and Coast Guard of the United States;
 - (c) The National Guard of the United States and the Oregon National Guard.
- (2) Notwithstanding Section B, active members of the armed forces and their spouses and dependent children shall be considered residents for purposes of the instructional fee if the members:
- (a) Reside in this state while assigned to duty at any base, station, shore establishment, or other facility in this state;
 - (b) Reside in this state while serving as members of the crew of a ship that has an Oregon port or shore establishment as its home port or permanent station; or
 - (c) Reside in another state or a foreign country and file Oregon state income taxes no later than 12 months before leaving active duty.
- (3) An Oregon resident entering the armed forces retains Oregon residence classification until it is voluntarily relinquished.

(4) An Oregon resident who has been in the armed forces and assigned on duty outside of Oregon, including a person who establishes residency under Section E(2)(c) of this policy, must, within a reasonable time, demonstrate an intent to retain classification as an Oregon resident. Such intent may be shown by returning to Oregon within six months after completing service in the armed forces.

(5) A person who continues to reside in Oregon after separation from the armed forces may count the time spent in the state while in the armed forces to support a claim for classification as an Oregon resident.

(6) The dependent child and spouse of a person who is a resident under Section (E)(2) of this policy shall be considered an Oregon resident. "Dependent child" includes any child of a member of the armed forces who:

- (a) Is under 18 years of age and not married, otherwise emancipated or self-supporting; or
- (b) Is under 23 years of age, unmarried, enrolled in a full-time course of study in an institution of higher learning, and dependent on the member for over one-half of his/her support.

F. Residence Classification of Members of Oregon Tribes

(1) Students who are enrolled members of federally recognized tribes of Oregon or who are enrolled members of a Native American tribe which had traditional and customary tribal boundaries that included parts of the state of Oregon or which had ceded or reserved lands within the state of Oregon shall be assessed resident tuition regardless of their state of residence.

(2) For purposes of this policy, the federally recognized tribes of Oregon are:

- (a) Burns Paiute Tribe;
- (b) Confederated Tribes of Coos, Lower Umpqua and Siuslaw;
- (c) Confederated Tribes of Grand Ronde Community of Oregon;
- (d) Confederated Tribes of Siletz Indians of Oregon;
- (e) Confederated Tribes of the Umatilla Indian Reservation;
- (f) Confederated Tribes of the Warm Springs Indian Reservation;
- (g) Coquille Indian Tribe;
- (h) Cow Creek Band of Umpqua Indians;
- (i) Klamath Tribes.

(3) For purposes of this policy, the Native American tribes which had traditional and customary tribal boundaries that included parts of the state of Oregon or which had ceded or reserved lands within the state of Oregon are:

- (a) CALIFORNIA:
- (A) Benton Paiute Tribe;

- (B) Big Bend Rancheria;
- (C) Big Lagoon Rancheria;
- (D) Blue Lake Rancheria;
- (E) Bridgeport Indian Colony;
- (F) Cedarville Rancheria;
- (G) Fort Bidwell Indian Tribe;
- (H) Hoopa Valley Tribe;
- (I) Karuk Tribe of California;
- (J) Likely Rancheria;
- (K) Lookout Rancheria;
- (L) Lytton Rancheria;
- (M) Melochundum Band of Tolowa Indians;
- (N) Montgomery Creek Rancheria;
- (O) Pit River Tribe;
- (P) Quartz Valley Indian Community;
- (Q) Redding Rancheria;
- (R) Roaring Creek Rancheria;
- (S) Smith River Rancheria;
- (T) Susanville Rancheria;
- (U) Tolowa-Tututni Tribe;
- (V) Winnemucca Colony;
- (W) XL Ranch.;
- (X) Yurok Tribe.

(b) IDAHO:

- (A) Nez Perce Tribe of Idaho;
- (B) Shoshoni-Bannock Tribes.

(c) NEVADA:

- (A) Duck Valley Shoshone-Paiute Tribes;
- (B) Fallon Paiute-Shoshone Tribe;
- (C) Fort McDermitt Paiute-Shoshone Tribe;
- (D) Lovelock Paiute Tribe;
- (E) Pyramid Lake Paiute Tribe;
- (F) Reno-Sparks Indian Colony;
- (G) Summit Lake Paiute Tribe;
- (H) Walker River Paiute Tribe;
- (I) Winnemucca Indian Colony;
- (J) Yerington Paiute Tribe.

(d) OKLAHOMA: Modoc Tribe of Oklahoma.

(e) WASHINGTON:

- (A) Chehalis Community Council;
- (B) Colville Confederated Tribes;
- (C) Quinault Indian Nation;

(D) Shoalwater Bay Tribe;

(E) Yakama Indian Nation.

(4) A student seeking to be assessed resident tuition under the provisions of this policy shall submit, following procedures prescribed by the University, a photocopy of tribal enrollment which documents tribal membership.

G. Residence Classification of Non-Citizens

A person who is not a citizen of the United States may be considered an Oregon resident if the person qualifies as a resident under Section B and is one of the following:

(1) A lawful permanent resident. The date of approval of lawful permanent residency shall be the earliest date upon which the 12-month residency requirements under Section B may begin to accrue.

(2) An immigrant granted refugee or political asylum in the United States. The date of approval of political asylum or refugee status shall be the earliest date upon which the 12-month residency requirements under Section B may begin to accrue.

(3) A person holding one of the following non-immigrant visa classifications: A, E, G, H-1B, H-1C, the spouse or child of a person holding an H-1B or H-1C visa, I, K, L, NATO, O, R, S, T, TN, U, or V. The date of the issuance of a visa for one of these classifications shall be the earliest date upon which the 12-month residency requirements under Section B may begin to accrue. A person possessing a non-immigrant or temporary visa that is not identified under this policy shall not be considered an Oregon resident.

H. Changes in Residence Classification

(1) If an Oregon resident student enrolls in an institution outside of Oregon and later seeks to re-enroll in the University, the residence classification of that student shall be re-examined and determined on the same basis as for any other person.

(2) A financially dependent student who is dependent on a person who establishes a permanent Oregon residence as defined Section B(2) during a term when the dependent student is enrolled at the University may register as a resident at the beginning of the next term.

(3) Once established, classification as a resident continues so long as the student remains in continuous academic year enrollment in the University.

(4) A person who seeks classification as a resident under these rules shall complete and submit a notarized Residence Information Affidavit. The affidavit and all required supportive documents and materials must be submitted by the last day to register for the term in which resident status is sought.

(5) The University is not bound by any determination of residency except by duly authorized officials under procedures prescribed by this policy including timely submittal of the notarized affidavit.

I. Review of Residence Classification Decisions by IRC

(1) An interinstitutional residency committee (IRC) is established consisting of the officers determining student residence classification at Eastern Oregon University, Southern Oregon University, Oregon State University, Oregon Tech, Portland State University, Western Oregon University and the University of Oregon OUS institutions and a member of the Chancellor's staff appointed by the Chancellor. The member of the Chancellor's staff shall serve as chairperson. A majority of the members of the Committee shall constitute a quorum. A majority of a quorum may make decisions.

(2) Residence cases of unusual complexity, especially where there may be conflict of rules, may be referred by an institution residence classification officer to the IRC for decision.

(3) Any person who is aggrieved by the institution residence classification may, within ten days of the date of mailing or other service of classification decision, appeal the classification to the IRC. The appeal must be in writing and shall be filed with the institution. An aggrieved person may supply written statements to the IRC for consideration in reviewing the case and may also make an oral presentation to the IRC on a date to be scheduled by the IRC. The decision of the IRC shall be final unless appealed.

(4) A person dissatisfied with the IRC decision may, within ten days of the date of the mailing or other service of the IRC decision, appeal the IRC decision to the president or designee of the originating University. Vice Chancellor for Academic Affairs or designee. An appeal to the vice chancellor president shall be in writing only. The vice chancellor's decision of the president or the president's designee shall be final.

(5) A person granted a meritorious hardship exception to residency under this rule prior to July 1, 1990, shall not lose the exception solely because of the repeal of the exception authorization.

J. Residents Under WICHE

A certification officer, designated by the Board, shall determine the residence classification of any person seeking certification as an Oregon resident, pursuant to the terms of the WICHE Compact. Any person dissatisfied with the decision of the certification officer may appeal to the IRC. The decision of the IRC shall be final unless further appeal is made to the Vice Chancellor for Academic Affairs pursuant to Section I(4).

Related Resources

N/A

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Name:	Steve Robinson
Email:	sr1@uoregon.edu
Phone:	x9388
University Affiliation:	Student Services and Enrollment Management

Policy Subject Matter (please include existing policy number(s) if available)

OUS 51 Transfer and Articulation (1998)

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

This particular policy is no longer relevant in current form. The UO faculty have policies in place for transfer students available in the catalog and UO actively recruits transfer students.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Registrar's Office-responsible for posting transfer work to individual student records and maintaining the degree audit system
Admissions Office-responsible for recruiting new transfer students

Proposed Action (i.e., new, revision, repeal)

Repeal

REASON FOR POLICY

ENTITIES AFFECTED BY THIS POLICY

WEB SITE ADDRESS FOR THIS POLICY

RESPONSIBLE OFFICE

Office of Enrollment Management at (541) 346-9386, vpem@uoregon.edu

ENACTMENT & REVISION HISTORY

Became a UO policy by operation of law on July 1, 2014.

Adopted by the SBHE in 1998.

POLICY

Introduction

What do we know about transfer and articulation? First, that they're not the same thing. Transfer is defined as the process for reviewing and admitting applicants to undergraduate programs who have previous college work. Articulation is the process whereby two or more institutions align courses and/or programs. Second, these are not just Oregon issues, but are receiving widespread national attention. According to a 1996 report by the National Center for Education Statistics, only about 37 percent of the students who earn a baccalaureate degree do so from the school at which they first matriculated. Third, student movement between and among institutions is not necessarily linear (e.g., two years at a community college followed by two years at a university). Several recent studies document the multiple patterns of student movement in their pursuit of higher education (e.g., Kearney et al., at a large public Midwestern university, 1995; Kinnick et al., at PSU, 1997). Fourth, an increasing array of postsecondary educational providers and delivery modes further challenges our ability to provide for the smooth movement of students through their postsecondary experience.

And, finally, educational reform (both nationally and in Oregon) and higher expectations by prospective employers are moving higher education away from traditional evaluation by course credits and contact hours to evaluation based on proficiency and specific outcomes.

Direction of State Leadership

The Oregon State Board of Higher Education, Governor Kitzhaber, and the Oregon Legislature have all targeted improved transfer and articulation as key educational priorities. Following is a summary of recent actions.

Board of Higher Education. In late 1996, the Board formed a Solution Team on Access, Transfer, and Community Colleges. As part of its Systemwide strategic planning, it was charged with developing a barrier-free admission and transfer process to enable students to achieve their academic goals, and partnering with the community colleges to provide baccalaureate capacity and access. The Solution Team recommended action in several areas: credit acceptance; student access strategies; transfer; communication; and comprehensive, collaborative students services.

Governor Kitzhaber. The Governor's Task Force on Higher Education and the Economy report (December 1997) encouraged "all Oregon institutions of higher learning to form alliances to serve the needs of Oregon learners." The Governor's Task Force on College Access report (8/97) called for a "level of transfer much more general than that offered by the Associate of Arts/Oregon Transfer degree" (AA/OT); a Web site and toll-free phone number to increase communication; and transfer agreements. In December 1997, Governor Kitzhaber reiterated to the Board his strong commitment to higher education access, stating that no Oregonian should be "left out by reason of geography, economic, racial or ethnic background, time constraints, or avoidable logistical problems." His goal is to achieve "complete program transferability among community colleges and universities, as well as facilitating transferability issues with private and out-of-state schools."

Oregon Legislature. During the last legislative session, two bills in particular address the need for intersector progress toward solving transfer and articulation problems. House Bill 2387 directs the Board of Education and the Board of Higher Education to "jointly develop a plan for the transfer of credits between community colleges and state institutions of higher education" and to submit this plan for approval at the next legislative session. Senate Bill 919 directs the two boards "to develop policies and procedures that ensure maximum transfer of credits between community colleges and state institutions of higher education."

The Oregon Context

Current Perspective. Myriad postsecondary educational choices currently exist, creating a staggering number of possible educational pathways for students. OUS and its partners need to be prepared to receive these students. In 1995-96, there were 3,706 postsecondary education institutions in the United States (Andersen, 1997). OUS currently offers 321 baccalaureate degree programs. In 1996-97, more than 3,000 new students were admitted to OUS undergraduate programs from Oregon community colleges alone, and an additional 2,258 students were admitted from 742 different out-of-state institutions.

OUS and its partners have tackled transfer and articulation problems through a number of avenues. Among the most notable are the AA/OT degree; common course numbering; the development of comprehensive course equivalency tables that are accessible on the Web; the K-16 Web page "ONE"; and numerous OUS-community college partnership arrangements, such as the University Center in Bend.

Issues regarding credit transfer continue to be at the heart of higher education's challenge. Non-application of credit may occur for any number of reasons, such as:

- The receiving institution limits the number of professional-technical courses it accepts;
- The course in question is college preparatory (i.e., remedial);
- The credit was granted on the basis of prior learning (experiential) and not considered equivalent to offerings at the receiving institution;
- The course was taken at a non-accredited institution; or
- The student received an unsatisfactory grade.

Realistically, some problems will always be beyond the ability of higher education to address (e.g., additional coursework required due to a student changing his/her major).

Future Perspective. Education is changing, throughout the nation and in Oregon. As a result, the transfer/articulation picture is growing in both scope and complexity. Some important elements of the new context follow.

As more out-of-state providers enter the Oregon educational market, placebound students will be able to "attend" non-Oregon institutions. Electronically delivered coursework will provide time-bound and placebound students with more educational opportunities from a variety of providers. As a result, student transcripts for transfer will become more varied and complicated.

One of the biggest changes underway in education in the nation is the concerted move to outcomes-based education. Educational sectors are being asked to define learning goals, standards, and outcomes of courses, programs, and degrees.

The educational emphasis on outcomes extends to performance indicators approved by the Board (November 1997). An access indicator calls for measuring the effectiveness of transfer programs (e.g., the proportion of transfers of total enrollment, the graduation rate of transfer students) and will produce data to track the progress made.

Students no longer move lockstep through a predetermined high school curriculum, but have opportunities for more individualized and accelerated academic programs. Articulation strategies such as co-enrollment and early admission will demand increased attention from higher education providers.

Public accountability and "customer" expectations will continue to grow in importance in this state, as elsewhere. Oregonians want to see evidence that the public sector exhibits a market orientation and works effectively with other sectors in providing students a rich array of programs and services.

Next Steps

Although the scope and complexity of transfer and articulation issues are daunting, OUS and its partners are resolved to create the most seamless process possible. Changes in the future context -- and others yet to be identified -- suggest that transfer and articulation initiatives need to foster a "co-evolving" of the educational sectors and economy to meet the needs of higher education's varied customers. The following proposed policy and strategic actions affirm the System's commitment to advance transfer and articulation initiatives within current and emerging contexts, with an emphasis on relationships between OUS and the community colleges.

Policy and Principles

The goal of the Oregon State Board of Higher Education is for Oregonians to have maximum academic program articulation and transferability.

To that end, the Board endorses the following assumptions and guiding principles:

1. Responsibility for successful student transfer and articulation is shared among OUS, community colleges, K-12, students, and independent and other educational providers; cooperation and collaboration are essential.
2. Broad curricular diversity among the OUS institutions and community colleges creates a dynamic tension when trying to resolve problems of articulation.
3. OUS institutions, as well as intersector groups (e.g., Joint Boards Articulation Commission) are actively addressing problems that arise in transfer and articulation processes.
4. Communication is fundamental, both among educational providers and with students.
5. Transfer and articulation agreements may be constructed at many levels (e.g., system to system, institution to institution, program to program) and for any number of reasons (e.g., regional partnerships, workforce needs).
6. Transfer and articulation initiatives must be structured enough to guide action, yet flexible enough to allow for student, societal, and educational change and evolution.
7. Initiatives should be informed by sound research.
8. Initiatives should reflect the increasing move by all levels and sectors of education to outcomes- and proficiency-based learning and admissions processes.
9. Transfer and articulation initiatives are not limited to curricular alignment alone and, consequently, should be responsive to student service needs (e.g., timely and accurate advising, financial aid).

Strategic Actions

To implement the policy and principles, the Board of Higher Education directs the Chancellor's Office and the System campuses to take specific action in the following areas:

1. *Co-admission/co-enrollment programs.* Develop additional co-admission and co-enrollment programs for eligible students who begin their postsecondary education on community college campuses and who plan to complete their baccalaureate program at the partnering OUS institution. By enabling timely relationships with students through such programs, degree completion has a better chance of success.
2. *Articulation agreements.* Support the development of articulation agreements between individual institutions within the array of educational service providers in the state. As the explosion of distance education, alternative format, and Web-based courses and programs from multiple

educational service providers continues, formalized arrangements will facilitate an orderly flow of students from campus to campus. The new major regional partnerships have strong potential for meeting educational access needs.

3. *Additional block transfer degree.* Work with the community colleges to develop a block transfer Associate of Science (AS) degree that would better fit students whose goals are to transfer to OUS programs in the sciences, health sciences, engineering, and other technical fields (and where the current AA/OT degree does not align with the baccalaureate major requirements).
4. *Baccalaureate degree outcomes.* Establish the learning outcomes expected of a student graduating with a baccalaureate degree. Ease of transfer should eventually result if the focus is on the learning outcomes a student is able to demonstrate, rather than the course credits accumulated. Building on the work of PASS and other outcomes-based initiatives, a Systemwide task force, with participation from the community colleges, will be charged with identifying baccalaureate degree outcomes and their application to the transfer process.
5. *Course equivalency information systems.*
 - Uniformly compile, regularly update, and widely distribute information regarding course equivalencies (between OUS institution courses and community college courses). Those System institutions presently lacking this capability should make it a priority for the next admission cycle. Publishing information on the World Wide Web, with a user-friendly interface, is the preferred distribution method. Contact persons at each institution should be identified for students, advisors, counselors, or others needing assistance in finding and interpreting the equivalency information as published.
 - At the System level, a standard course-equivalency information system should be created that builds on the efforts already in place at the campus level. Such a comprehensive data system would enable students and advisors to determine the relationship between all community college courses and similar courses offered at OUS institutions. Resources to accomplish this strategic action should be sought.
6. *Discipline-based problem solving.* Convene and conduct periodic meetings among faculty in the same disciplines in community colleges and OUS institutions to discuss issues of mutual concern and to resolve problems. The Joint Boards Articulation Commission (JBAC), the Academic Council (OUS), and/or the Council of Instructional Administrators (community colleges) should sponsor such faculty forums. For example, faculty must resolve transfer issues related to similar (or the same) courses offered at the upper-division level in OUS institutions that are offered at the lower-division level in community colleges. Resolutions are required that do not disadvantage (e.g., with respect to upper-division credit requirements) transfer students who have earned credits in the community college courses.
7. *Professional-technical courses.* Reach agreement between OUS institutions and the community colleges about how professional-technical courses and programs are defined and then operationalize transfer policies and procedures consistent with those definitions. Further, expand institutional policies and practices that facilitate student transfer from professional-technical programs into compatible and/or complementary baccalaureate programs.

8. *Research agenda.* Establish a focused research agenda to inform the transfer and articulation policy agenda, and current and future strategic directions. Examples of such research questions should include (but are not limited to): (1) What happens to the large number of AA/OT graduates who apparently do not transfer to an OUS institution? (2) What are the highest-demand programs for students transferring into OUS institutions? (3) How much time do students transferring in with an AA/OT, and/or other associate degree take to earn a baccalaureate degree? (4) What are the comparative success rates of students with different patterns of pursuits of the baccalaureate degree?
9. *Institutional responsibilities.* Recognize that every institution bears an administrative responsibility for implementation and oversight of matters affecting transfer students. Each campus should review its capacity to respond to student problems and concerns, and make improvements as needed. (The Web-based JBAC Articulation Hotline provides links to the campus contacts who are responsible for transfer student issues.)
10. *Communication, course sharing, and articulation.* Develop, in cooperation with the ONE (Oregon Network for Education) project, a Web-based common college catalog of distance education courses available from Oregon and partner institutions. Establish a "Common Course Marketplace" comprised of those distance education courses for which credit would be accepted at any participating Oregon institution. Resources to accomplish this strategic action should be sought.
11. *Early options programs.* Develop, with the Joint Boards, policies that support new and/or expanded partnerships among OUS, community colleges, and high schools to better serve "college-ready" high school students in early college programs and expedite student progress toward a college degree.
12. *Intrasytem transfer issues.* Resolve "internal" (OUS institution to OUS institution) programmatic transfer issues. For example, students transferring upper-division credits from a System program that is not professionally accredited are sometimes required to repeat courses when moving to a program that is professionally accredited. Professionally accredited programs should work with "sending" programs to develop learning outcome-based ways to assure that transfer credits meet the specifications of their curriculum. Where this is unacceptable to accreditation groups, work to accommodate the demonstrated learning outcomes of transfer students.
13. *Intersector transfer plan.* Work with the JBAC and its action teams to respond to the requirements of House Bill 2387, presenting an effective intersector transfer plan to the 1999 Legislature.

RELATED RESOURCES

NA

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Name:	Steve Robinson
Email:	sr1@uoregon.edu
Phone:	x9386
University Affiliation:	Student Services and Enrollment Management (SSEM)

Policy Subject Matter (please include existing policy number(s) if available)

OUS 15 Community College Transfer

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

This policy, effective in 1972, is no longer necessary. Requirements for transfer and graduation are covered in the UO catalog.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Registrar's Office-responsible for posting transfer work to individual student records and maintaining degree audit system
Admissions Office-responsible for recruiting new transfer students

Proposed Action (i.e., new, revision, repeal)

Repeal

Reason for Policy

Entities Affected by this Policy

Web Site Address for this Policy

Responsible Office

Office of Enrollment Management at (541) 346-9386, ypem@uoregon.edu

Enactment & Revision History

Became a UO policy by operation of law on July 1, 2014.

Adopted by the SBHE January 24, 1972.

Policy

The Committee on Academic Affairs, Personnel, and Public Affairs recommended that the Board of Higher Education adopt the following transfer policies covering the transfer of community college credits into System institutions:

Effective spring term 1972, System institutions shall accept for credit all college transfer work completed in an Oregon or other accredited community college by the transferring student in the first 108 quarter hours of work he completes toward baccalaureate degree requirements (an increase of 15 credit hours over the 93 credit hours presently accepted).

It should be emphasized, however, that it will be to the advantage of some community college students—those enrolled in subject matter fields in which the course of study is highly specialized, for instance—to transfer into a four-year institution before the completion of two years' work in a community college. To guide community college students in their program planning, the System will continue to make available to community colleges annually the catalog Recommended Transfer Curricula, which sets forth detailed term-by-term courses of study in a wide range of subject fields.

System institutions also shall provide for flexibility in their policies so as to allow for consideration by an appropriate institutional agency or official of petitions from students who, already having completed 108 credit hours of work applicable to

baccalaureate degree requirements, find that the baccalaureate program worked out with the System institution permits additional lower division work, and who, for defensible reasons, desire to complete some portion of that work in a community college.

Related Resources

NA

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Name:	Steve Robinson
Email:	sr1@uoregon.edu
Phone:	x9386
University Affiliation:	Student Services and Enrollment Management (SSEM)

Policy Subject Matter (please include existing policy number(s) if available)

IMD 3.010-015 Financial Aid to Students, General Policy

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

This policy is unnecessary as it is already the general principle behind development initiatives in SSEM as well as across campus. Also, this policy refers to organizational structures that no longer exist (i.e., the Chancellor's Office).

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Office of Financial Aid and Scholarships-administers financial aid including scholarships for UO Advancement-policy's relationship to development

Proposed Action (i.e., new, revision, repeal)

Repeal

Reason for Policy

This policy contains matters pertaining to financial assistance to students.

Entities Affected by this Policy

All students and employees who interact with the above mentioned matters.

Web Site Address for this Policy

<http://policies.uoregon.edu/financial-aid-students-general-policy>

Responsible Office

For questions about this policy, please contact the Office of the Vice President for Enrollment Management at (541) 346-3221 (Financial Aid), vpem@uoregon.edu.

Enactment & Revision History

Became a University of Oregon policy by operation of law on July 1, 2014.

Former OUS Internal Management Directive 3.010-015.

Policy

3.010 Encouragement of Financial Assistance

To ensure maximum student access, the institutions shall provide financial assistance to students to the extent possible by encouraging gifts and grants for scholarships, loans, and other financial aids from government and private sources, and by developing and maintaining tuition remission scholarship programs from tuition revenues generated.

3.015 Assistance for Out-of-State Study

The Chancellor's Office shall assist Oregon students to avail themselves of special study and student exchange programs out of state in accordance with provisions of agreements with the Western Interstate Commission on Higher Education (WICHE) and other applicable student exchange agreements.

Related Resources

NA



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Name:	Steve Robinson
Email:	sr1@uoregon.edu
Phone:	x9386
University Affiliation:	Student Services and Enrollment Management (SSEM)

Policy Subject Matter (please include existing policy number(s) if available)

UO 05.00.04 Student Records Policy

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

This policy has been replaced by UO Policy III.05.03.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Office of the Registrar-responsible for student records and FERPA

Proposed Action (i.e., new, revision, repeal)

Repeal

Reason for Policy

To describe the UO philosophy on the maintenance and use of, and access to, student records.

Entities Affected by this Policy

Students and those who have access to student records.

Web Site Address for this Policy

<http://policies.uoregon.edu/policy/by/1/05-students/student-records-policy>

Responsible Office

Office of the Vice President for Student Life: 541-346-1137, vpsl@uoregon.edu

Enactment & Revision History

07/05/2011 Reviewed and minor updates completed

02/08/2010 Policy number revised from 5.000 to 05.00.04

10/04/1985 Reviewed and recommended by President's Staff

05/01/1977 Promulgated as AM 16.160 (see also OAR 571-21-005 to -080)

Policy

Higher Education is concerned with the full development of student potential. Individuals differ in ability, background, interests, social maturity, emotional maturity and goals. To plan educational opportunities to meet the needs of individual students and to counsel effectively with them, the University must accumulate data and keep records. The personal records enable the faculty and administrators of the University to understand the individual student better and to provide more effective education and counseling assistance.

From the time a student enters the University of Oregon and submits the required personal data for academic and personal records, there is an implicit and justified assumption of good faith placed upon the University as custodian of these materials. The University maintains a similar posture relative to subsequent data generated during the student's enrollment.

Preserving the confidential nature of student records protects the individual's rights to privacy and enhances the effectiveness of the University's educational and counseling processes.

Accordingly, the University of Oregon shall exercise care and concern in obtaining, recording,

maintaining, and disseminating information about students, with duplication of records kept at a minimum.

The complete text of the University of Oregon Student Records Policy, which takes precedence over all other published versions, is found in the Oregon Administrative Rules Chapter 571 and available at http://arcweb.sos.state.or.us/pages/rules/oars_500/oar_571/571_020.html. Additional resources can be accessed through the Office of the Registrar's website at http://registrar.uoregon.edu/records_privacy/

Related Resources

NA

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Name:	Steve Robinson
Email:	sr1@uoregon.edu
Phone:	x9388
University Affiliation:	Student Services and Enrollment Management (SSEM)

Policy Subject Matter (please include existing policy number(s) if available)

Undergraduate Transfer and Articulation (IMD 2.035)

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

The language of this policy is vague and only delineates two specific actions:

1. We should have policies and practices related to professional-technical coursework. This is covered in the UO catalog (<http://catalog.uoregon.edu/admissiontograduation/bachelorsequirements/>)
2. Course equivalencies should regularly be updated and published for partner community colleges. This is handled by the Registrar's Office in Transferology available on their website at (<https://registrar.uoregon.edu/transfer-students/transferology>).

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Registrar's Office-responsible for the posting of transfer work to a student's record.

Admissions Office-responsible for recruiting new transfer students.

Proposed Action (i.e., new, revision, repeal)

Repeal

Reason for Policy

This policy outlines the University's position regarding undergraduate course and credit transferability and program articulation.

Entities Affected by this Policy

All students and employees who interact with the above mentioned matters.

Web Site Address for this Policy

<http://policies.uoregon.edu/undergraduate-transfer-and-articulation>

Responsible Office

For questions about this policy, please contact the Office of the Registrar (541-346-2935, registrar@uoregon.edu) or Senior Vice President and Provost (541-346-3186, provost@uoregon.edu).

Enactment & Revision History

Became a University of Oregon policy by operation of law on July 1, 2014.

Former OUS Internal Management Directive 2.035.

Policy

The Board affirms the importance for Oregonians to have maximum program articulation, course and credit transferability, and recognition of proficiencies that can be demonstrated. The Board recognizes that this is a shared responsibility among education providers and individuals. Toward achievement of these goals, the Board expects that:

- (1) In a changing environment with growing access to electronically delivered coursework, and transfer students presenting transcripts from multiple providers, System institutions should be flexible in accepting academic credits from accredited entities. Institutional practices should balance the integrity of a specific System institution's degree with the reality of the dynamic educational marketplace (so long as admission, degree program, and graduation requirements are met).

- (2) Each institution shall regularly update and publish information regarding course equivalencies between the institution's courses and partner community college courses and, in other ways, be responsive to transfer students' information and advising needs. Each institution shall also be guided by statewide agreements that enable broad-scale student transfer to occur among all System institutions and community colleges in Oregon.
- (3) Each institution shall develop policies and practices that accept a reasonable amount of professional-technical coursework as electives or related work into baccalaureate degree programs.
- (4) Where appropriate and feasible, institutions shall develop specific articulation agreements and co-admission/co-enrollment programs with community colleges and other partners in order to promote the orderly flow of students between and among institutions.
- (5) Through such mechanisms as the Joint Boards' Articulation Commission, the OUS Academic Council, and the Council of Instructional Administrators of Oregon community colleges additional transfer degree programs should be considered and, if appropriate, developed to prepare community college students for transfer into a broad array of baccalaureate programs.

Related Resources

NA



Policy Concept Form

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Name:	Steve Robinson
Email:	sr1@uoregon.edu
Phone:	x9386
University Affiliation:	Student Services and Enrollment Management (SSEM)

Policy Subject Matter (please include existing policy number(s) if available)

OUS 41 Oregon Honors Scholarship

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

This policy was effective in 1982. This scholarship does not exist today. Also, new programs exist today that exceed the dollar amounts stipulated in this policy.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Office of Financial Aid and Scholarship-administers most scholarship programs on campus
Clark Honors College-administers scholarships unique to the Clark Honors College
Provost's Office-was contact listed in original policy

Proposed Action (i.e., new, revision, repeal)

Repeal

Reason for Policy

Entities Affected by this Policy

Web Site Address for this Policy

Responsible Office

Office of Enrollment Management at (541) 346-9386, ypem@uoregon.edu

Enactment & Revision History

Inherited by the UO by operation of law on July 1, 2014.
Established by the SBHE October 22, 1982.

Policy

Awards in the amount of \$1,000 (as a deduction against the out-of-state instruction fee), renewable for a maximum of four years, are granted to attract highly qualified nonresident scholars who might otherwise elect not to attend System institutions because of the high nonresident instruction fee. A maximum of \$500,000 plus the number of continuing students times \$1,000 in nonresident fee remission is available for this purpose each year.

The number of new students each year shall be limited to the following distribution (unused quota in a given year will not be continued into an ensuing year):

<u>Institution</u>	<u>Undergraduates</u>	<u>Graduates</u>	<u>Total</u>
UO	100	20	120
OSU	100	20	120
PSU	75	10	85
WOU	50	10	60
SOU	50	10	60
EOU	0	5	5
OIT	50	0	50
TOTAL	425	75	500

University of Oregon Policy OUS 41
Oregon Honors Scholarship Program
Page 2 of 2

The institutions shall establish standards and procedures for administering the award program, including criteria to determine outstanding academic programs (high school grades) and potential for college success (test scores) and indication that the student probably would not attend or continue without this incentive. Scholarships continue for students enrolled in good standing as long as the student is classified as a nonresident. Students who become resident students for fee purposes are no longer eligible for the Oregon Honors Scholarship Program.

Institutions shall record the basis on which academic potential was determined and track the continued enrollment for each recipient. Quota use (new and continuing students) shall be reported to the Office of Academic Affairs annually. Unused quota in a given year will not be continued into an ensuing year. Students who received Oregon Honors Scholarships in 1983-84 and 1984-85, and who are currently enrolled, will be reported in the quota use tally; students who received residency exceptions based on merit in 1983-84 and 1984-85 will not be reported in the continuing quota count.

Related Resources

NA



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Name:	Steve Robinson
Email:	sr1@uoregon.edu
Phone:	x9386
University Affiliation:	Student Services and Enrollment Management (SSEM)

Policy Subject Matter (please include existing policy number(s) if available)

OUS 49 Student Loan Debt Management and Outreach

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

This policy is redundant as much of this information is a requirement for the Department of Education.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Office of Financial Aid and Scholarships-administers financial aid for the UO including loans

Proposed Action (i.e., new, revision, repeal)

Repeal

Reason for Policy

Summary: Requires all Oregon University System institutions to help all students who borrow federal student loans to understand their rights and responsibilities regarding their student loan borrowing, debt, and repayment; and to provide additional support and programs beyond federally mandated counseling to assist students, especially those considered most “at-risk,” throughout their time at an OUS institution.

Entities Affected by this Policy

Web Site Address for this Policy

Responsible Office

Office of Enrollment Management at (541)346-9386, vpem@uoregon.edu

Enactment & Revision History

Became a UO policy by operation of law on July 1, 2014.

Approved by the SBHE on June 21, 2013.

Policy

POLICY STATEMENT

That Oregon University System institutions* will:

1. Help all students who borrow federal student loans to understand their rights and responsibilities regarding their student loan borrowing, debt, and repayment throughout the students' time at the institution;
2. Develop and maintain an early warning system to identify and intervene with students who are most at-risk of incurring higher-than-average student loan debt, and provide a targeted strategy of education and outreach beyond federally mandated Entrance and Exit Counseling. This includes students in one or more of the following categories: considered “low-income” by definition of federal and State of Oregon financial aid criteria; studying in degree fields that typically make lower than average salaries (such as social work, arts); studying in degree fields with higher than average borrowing based on program cost (such

**University of Oregon Policy OUS 49
Student Loan Debt Management and Outreach**

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as law, medicine, certain healthcare fields) and in which graduates may not earn salaries comparable with debt incurred; and students on academic probation who are at-risk of dropping out before earning a degree.

3. Adopt and use the Federal Financial Aid Shopping Sheet or its successor document, by October 1, 2013, in order to provide clear, transparent information to student loan borrowers about gross and net costs and aid options at the institution, as well as the graduation rate, loan default rate, and median borrowing specific to that institution, and information on loan repayment choices; and provide easy web or other access to and information about net price calculators, and students' current and cumulative debt incurred to-date through available links to federal databases and other resources.
4. Incorporate financial literacy into new student orientation programs, academic success classes, residence hall programming, and other similar orientation and outreach programs.
5. Provide student loan borrowing and management information on institutions' respective web sites, providing guidance before, during, and after college on ways to manage and repay student loans.
6. Track and report on an annual basis to the Oregon State Board of Higher Education data that demonstrates the types of debt counseling and management efforts taking place at the university and reports on indicators of progress and of reaching the most at-risk students with effective outreach efforts.

* Includes Eastern Oregon University, Oregon Institute of Technology, Oregon State University, Portland State University, Southern Oregon University, University of Oregon, and Western Oregon University; and branch, satellite and other campus centers of these campuses.

Related Resources

NA

Policy Concept Form

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Name:	Will Laney
Email:	wlaney@uoregon.edu
Phone:	541-346-9700
University Affiliation:	Chief Information Security Officer

Policy Subject Matter (please include existing policy number(s) if available)

The University does have an Acceptable Use policy (<https://it.uoregon.edu/acceptable-use-policy>) and an Acceptable Use policy addendum (<https://it.uoregon.edu/aup-addendum>), but these were only Information Services policies and not University (capital P) Policies.

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

This will formalize (and greatly update) approved and not approved activities on University computers and devices connected to the University's network.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

This policy will affect all individuals of the University who either use UO computers or connect to the UO network.

Proposed Action (i.e., new, revision, repeal)

Mostly new (as it was not really a University Policy) but you could also say revision.

University of Oregon

Acceptable Use Policy for Information Technology Resources

REASON FOR POLICY

This Policy establishes the acceptable use of computing and other technology resources and facilities (“IT resources”) at the University of Oregon (“UO”).

PERSONS AFFECTED BY THIS POLICY

All persons who use UO IT resources, including UO employees, students, contractors, vendors, guests, and any other user allowed access to UO IT resources.

WEBSITE ADDRESS FOR THIS POLICY

[XXXXXXXXXXXXXXXXXX]

RESPONSIBLE OFFICE

For questions about this policy, please contact the Chief Information Security Officer at 541-346-9700 or ciso@uoregon.edu.

ENACTMENT & REVISION HISTORY

This Policy replaces the “UO Acceptable Use of Computing Resources Policy” (<https://it.uoregon.edu/acceptable-use-policy>). This Policy also replaces the “University of Oregon Acceptable Use of Computing Resources” Addendum (<https://it.uoregon.edu/aup-addendum>) to the Oregon Department of Administrative Services’ Statewide Policy on Acceptable Use of State Electronic Information Systems (DAS 03-21), dated February 20, 1997.

POLICY

1.0 Overview

This policy is intended to further UO’s educational, instructional, research, and administrative activities, and promote free and open inquiry and discussion, while acknowledging that UO IT resources are government property and therefore subject to certain restrictions. This policy is also intended to help ensure fair allocation of IT resources to avoid needless disruption.

Under ORS Chapter 352, UO is a government entity performing governmental functions and exercising governmental powers, and UO IT resources are UO property. Further, UO owns

information stored on UO computer systems, such as email containing UO administrative data, communications pertaining to UO business, and other proprietary information.

In general, UO IT resources may be used only for UO business related activities. Furthermore, information related to UO business activities are subject to the Oregon Public Records Law and UO employees have no expectation of privacy in such information except as specifically recognized by law.

Incidental and limited personal use of UO IT resources by employees may be permitted if it is minimal, does not interfere with UO's or the employee's ability to carry out UO business, and does not violate terms of this policy, other UO policies, or applicable state and federal law.

Users of UO IT resources may have access to valuable UO resources, to sensitive data, and to internal and external networks. It is therefore essential that all users behave in a responsible, ethical, and legal manner.

2.0 Objective / Purpose

The purpose of this document is to outline acceptable uses of UO IT resources and to educate users about their individual legal and ethical responsibilities when using those resources.

This policy is not intended to preclude uses of UO IT resources that are specifically authorized by Collective Bargaining Agreements to which UO is a party.

3.0 Scope

This policy is directed to all UO employees, students, contractors, vendors, guests, and any other user with authorized access to UO IT resources. It applies to all users of UO IT resources and data, whether affiliated with the UO or not. It applies to all use of those resources and data, whether on campus, via cloud-based servers, or from remote locations (e.g., through a virtual private network or "VPN"), and covers all devices attached to UO's network, whether via a UO-owned computer or device or one personally owned by the individual.

4.0 Appropriate Uses

4.1 UO IT resources are provided for UO business-related purposes, including support for the UO's teaching, research, and public service missions, its administrative functions, and student and campus life activities.

4.2 Employees may make incidental personal use of UO IT resources in compliance with this Policy and other UO policies. Such use must be minimal, and cannot interfere with the fulfillment of that employee's job responsibilities or disrupt the work environment or the UO's ability to carry out UO business. Personal use that inaccurately creates the appearance that UO is endorsing, supporting, or affiliated with any organization, product, service, statement, or position is prohibited.

4.3 Students may make personal and academic use of personally owned computers using UO IT resources in compliance with this Policy and other UO policies.

5.0 Compliance with Federal and State Laws and UO Policies: All users of UO IT resources must:

5.1 Abide by all federal, state, and local laws, regulations, rules and UO policies, including but not limited to laws that preclude public resources from being used for political campaigning under ORS Chapter 260.432.

5.2 Abide by all software contracts and licenses applicable to their particular uses. The UO has entered into contracts for many of its software and network resources which require each individual using them to comply with those agreements.

5.3 Abide by federal copyright laws when using UO IT resources. Do not use, copy, or distribute copyrighted material unless you have a legal right to do so. The unauthorized use or publishing of copyrighted material with UO IT resources is prohibited, and users are personally liable for consequences stemming from such unauthorized use.

5.4 Refrain from using UO IT resources for commercial purposes or any other private financial gain, except as authorized in writing pursuant to UO's conflict of interest and outside employment policies

5.5. Refrain from using electronic mail systems for broadcasting any unsolicited email or for any purpose prohibited by federal or state law.

6.0 Policy Requirements: All users of UO IT resources:

6.1 Shall not use UO IT resources without proper authorization. All users must use only those IT resources that they are authorized to use and use them only in the manner and to the extent authorized.

6.2 Shall not use UO IT resources to attempt unauthorized use, or from assisting in, encouraging, or concealing from authorities any unauthorized use (or attempt at such use), or to willfully interfere with other individuals' authorized uses of any UO computer or network facility.

6.3 Shall not endanger or circumvent the security or security mechanism of any UO IT resource. All users must also refrain from any attempt to degrade system performance or capability, damage systems or intellectual property of others. Users shall not create, install, or knowingly distribute a malicious program that interferes with the confidentiality, integrity or availability of data on any computer or network facility.

6.4 Shall not connect any device to any of UO's IT resources (including but not limited to its networks) unless the device meets technical and security standards set by UO procedures.

6.5 Must fairly utilize shared IT resources in accordance with Unit policies and/or procedures set for the computers involved and cooperate fully with the other users of the same equipment.

6.6 Shall not use UO IT resources to transmit any communications that reasonably could be considered obscene, harassing, threatening or discriminatory by the recipient or another viewer. For more information on UO policies in this area, see the [Office of Affirmative Action & Equal Opportunity](#) web site.

6.7 Shall not share a password for any UO IT resource or use another person's password. This includes unauthorized viewing, use, alteration or deletion of another person's computer files, programs, and accounts, or electronic records. Access to such information does not imply permission to view or use it. Users are responsible for ascertaining what authorizations are necessary and for obtaining them before proceeding. For more information, please see the [Electronic Records Access Procedure](#).

6.8 Shall not misrepresent their identity or relationship to the UO when requesting access to or using UO IT resources. Furthermore, no user shall hold themselves out as an official representative of UO, speaking on its behalf, unless that person has been authorized by the UO administration to do so. In circumstances where a reasonable observer might become confused and believe that the speaker is presenting an official UO position, when in fact the content or opinion expressed or displayed is personal, the speaker or writer shall include an appropriate disclaimer clarifying the status of their comments, presentation, or display.

6.9 Shall not modify or reconfigure any UO-owned computer or any devices connected to the UO network facility without proper authorization.

6.10 Users shall take full responsibility for UO data that they store on computers and transmit through network facilities. No one shall use computers or network facilities to store, share, or transmit UO data in ways that are prohibited by law or UO policy. More information on how data is classified at UO can be found in the [Data Classification Policy](#).

6.11 Those who publish web pages on UO owned or administered IT resources shall take full responsibility for what they publish and shall respect the acceptable use conditions for the computer or resource on which the material resides. References and links to commercial sites are permitted, but advertisements, and especially paid advertisements, are not. Users shall not accept payments, discounts, free merchandise or services, or any other remuneration in return for placing anything on their web pages or similar information resources.

6.12 Users of UO IT resources shall comply with the regulations and policies of UO-hosted mailing lists, social media sites, and other public forums.

6.13 System administrators shall refer all disciplinary and legal matters to appropriate authorities.

6.14 Email and other electronic messaging technologies are intended for communication between individuals and clearly identified groups of interested individuals, not for mass broadcasting. (For more information, see [Guidelines for Official Mass Email](#).) UO reserves the right to discard incoming mass mailings, malware, and spam without notifying the sender or intended recipient. UO also reserves the right to block communications from sites or systems that are involved in extensive spamming or other disruptive practices.

6.15 No individual or group may establish or extend network connectivity without prior authorization and discussion with the Information Services Network team.

6.16 As a general matter, UO does not monitor individual usage. However, users should be aware that their uses of UO IT resources are not private. Furthermore, records created, owned, used or retained that relate to the conduct of the public's business are subject to the Oregon Public Records Law. UO reserves the right to monitor the normal operation and maintenance of all IT resources including backup, logging of activity, general usage patterns, and other activities as necessary to evaluate and maintain information security, efficiency, and delivery of service.

7.0 Enforcement and Implementation

7.1 Roles and Responsibilities

Each UO employee and department/unit is responsible for complying with this policy. The Office of the Chief Information Security Officer is responsible for enforcing this policy, and is authorized to create technical and security standards for UO IT resources and protection standards for information stored or transmitted by UO IT resources.

7.2 Consequences of Noncompliance

Violations of this policy may result in the same types of disciplinary measures and consequences as violations of other UO policies, in accordance with applicable UO policies, procedures, and Collective Bargaining Agreements, or, with respect to students, the Student Conduct Code. In some cases, violations of this policy may also constitute violations of state and federal laws, and consequences may include criminal prosecution.

Systems and accounts that are found to be in violation of this policy may be removed from the UO network, disabled, etc., by the Unit or Information Services as appropriate until the systems or accounts comply with this policy.

8.0 Definitions

UO IT Resources – all computers (including but not limited to servers, desktops, laptops, phones, and any networked device that provides computational services) owned or administered by any part of the UO or connected to the UO's communication facilities, including departmental

computers, cloud-based services, and all of the UO's computer network facility accessed by anyone remotely (such as using a VPN).

Proper Authorization – permission granted by technical staff after consulting managerial staff and the terms of this Policy. For unit-level issues, this would include authorization by IT Professional staff, after consulting management in the unit. For campus-wide issues this would be authorization by Information Services.



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Name:	LeAnn Gutierrez, PhD, MBA
Email:	leanng@uoregon.edu
Phone:	541-346-8393
University Affiliation:	Executive Director, University Health Center

Policy Subject Matter (please include existing policy number(s) if available)

Required Immunizations for students; policy number 51.004.0016

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

Revise current policy to allow the flexibility to align immunization recommendations issued by the CDC and local public health agencies, giving the University Health Center (UHC) delegated authority to change immunization requirements as necessary and timely to protect the campus for changing public health issues.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

Primarily students, plus staff whose work is affected by the policy.

Proposed Action (i.e., new, revision, repeal)

Revision



REASON FOR POLICY

This policy outlines required immunizations for students entering the University of Oregon.

ENTITIES AFFECTED BY THIS POLICY

All current students and incoming students at the UO; all UO employees who deal with these matters.

WEB SITE ADDRESS FOR THIS POLICY

<https://policies.uoregon.edu/required-immunization>

RESPONSIBLE OFFICE

For questions about this policy, please contact Student Life at 541-346-3216.the University Health Center at 541-346-8393.

ENACTMENT & REVISION HISTORY

Technical revisions enacted by the University Secretary on September 4, 2015.

Became a University of Oregon Policy by operation of law on July 1, 2014.

Former Oregon Administrative Rule Chapter 571 Division 4 Section 0016.

POLICY (REDLINE VERSION)

(1) All individuals students born after December 31, 1956 and who enter at the University of Oregon after this policy is promulgated, must show proof of two measles and mumps vaccinationsrequired immunizations as set forth by the University Health Center:

(a) Students will not be permitted to register for a second term without proof of measles and mumps required immunizations, consistent with the requirements of this policy, on record at the Student University Health Center;

(b) After the beginning of a term, registered students may be vaccinated at the Student University Health Center for a charge.



(2) Acceptable evidence of immunity to measles and mumps shall consist of one of the following for each disease:

(a) Documentation of two doses of MMR (Measles/Mumps/Rubella) vaccine with the first dose on or after their first birthday and the second dose no less than 28 days following the first. Documentation of immunization must consist of an official immunization record or be signed by a health care provider to meet this requirement;

(b) Physician-documented measles and mumps infection. A letter or other documentation signed by a health care provider is required to meet this requirement;

(c) Documented laboratory evidence of immunity to measles and mumps; or

(d) Birth prior to January 1, 1957.

(32) Notwithstanding any other provision of this policy, beginning September 1, 2007, for students who are attending the University of Oregon pursuant to a non-immigrant visa, must provide the University Health Center with documentation of measles and mumps vaccination required immunizations must be provided prior to the student attending classes. If the student's first dose of a measles and mumps required vaccine series vaccine was received less than 30 days prior to attendance, the student has until the beginning of the second term or semester to provide documentation of the second dose completed vaccine series.

(34) Students seeking exemption from this requirement because of age, medical condition, or sincerely held religious belief shall complete and present an exemption form to the designated Student University Health Center official an exemption form. Forms are available at no cost upon request at the Student University Health Center main desk. Forms also will be available during registration.

(45) Students without evidence of required immunity to measles or mumps certain diseases or conditions may be excluded from classes and other university activities in the event of an outbreak of measles or mumps involving University of Oregon students and/or staff.

POLICY (CLEAN COPY)

(1) All students at the University of Oregon must show proof of required immunizations as set forth by the University Health Center:

(a) Students will not be permitted to register for a second term without proof of required immunizations, consistent with the requirements of this policy, on record at the University Health Center;



- (b) After the beginning of a term, registered students may be vaccinated at the University Health Center for a charge.
- (2) Notwithstanding any other provision of this policy, students who are attending the University of Oregon pursuant to a non-immigrant visa must provide the University Health Center with documentation of required immunizations prior to attending classes. If the student's first dose of a required vaccine series was received less than 30 days prior to attendance, the student has until the beginning of the second term or semester to provide documentation of the completed vaccine series.
- (3) Students seeking exemption from this requirement because of age, medical condition, or sincerely held religious belief shall complete and present an exemption form to the designated University Health Center official. Forms are available at no cost upon request at the University Health Center main desk.
- (4) Students without evidence of required immunity to certain diseases or conditions may be excluded from classes and other university activities in the event of an outbreak involving University of Oregon students and/or staff.

RELATED RESOURCES

From: [ASUO President](#)
To: [LeAnn Gutierrez](#)
Cc: [Eliza Hallett](#)
Subject: Re: Immunization Policy Change
Date: Wednesday, September 21, 2016 1:51:31 PM

Hi Everyone,

Robin and I went over the policy at length on Monday and I am definitely in support of the policy change and would love to do anything to help get the word out to students.

Best,

Quinn Haaga

She, Her, Hers
President | Associated Students of the University of Oregon

Email: asuopres@uoregon.edu

Cell: 650-281-6885

On Sep 19, 2016, at 10:44 AM, LeAnn Gutierrez <leanng@uoregon.edu> wrote:

Thank you!

LeAnn Gutierrez, PhD MBA
Executive Director, University Health Center
University of Oregon
(541) 346-8393

Sent from my iPhone
Please excuse typos

On Sep 19, 2016, at 10:42 AM, Eliza M Hallett
<elizah@uoregon.edu> wrote:

Good morning LeAnn and Quinn,

The UHC definitely has my support for the proposed policy change! I think that this is the healthier choice for UO students, especially in the case of another outbreak. Thank you for keeping me in the loop and let me know if you need anything from me in the coming week before school starts.

Best,
Eliza

On 2016/09/17 19:22, LeAnn Gutierrez wrote:
Hi Quinn and Eliza,
I have had some discussions with Quinn regarding UO's
immunization
requirements and meningitis (ACWY). In our recent
conversation
pertaining to campus immunization requirements, I
shared that we were
in the process of formally changing the policy to
delegate authority
to the UHC to issue these requirements. As you may be
aware (or
not), policy changes of this magnitude are incredibly
cumbersome and
lengthy. Shifting authority to UHC for immunization
requirements
allows the campus to be nimble and make necessary
adjustments based on
CDC and local public health agency requirements. Dr.
Robin Holmes
signs off on the proposal, then the proposal is presented
to the
Policy Advisory Committee (PAC) for final approval.
Robin requested
that I send the both of you a formal memo outlining the
proposed
changes and ensure that UHC has your support on this
change. Please
let me know if you have any questions. Thanks!
LeAnn Gutierrez, PhD, MBA
Executive Director, University Health Center
Division of Student Life
University of Oregon
(541) 346-8393
THE UNIVERSITY HEALTH CENTER'S MISSION
IS TO PROVIDE EXCEPTIONAL
CULTURALLY COMPETENT
HEALTH SERVICES AND PUBLIC HEALTH
LEADERSHIP THAT ENHANCE PERSONAL
SUCCESS
AND OPTIMIZE HEALTH AND WELLNESS FOR A
DIVERSE CAMPUS COMMUNITY
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Policy Concept Form

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Name:	Angela Wilhelms
Email:	wilhelms@uoregon.edu
Phone:	6-5561
University Affiliation:	University Secretary (submitted on behalf of Athletics)

Policy Subject Matter (please include existing policy number(s) if available)

Former OAR 571.050.0011 (Articles, Activities Prohibited at Athletic Facilities)

Statement of Need and Desired Result (please describe what we accomplish with the proposed action)

Revisions needed to update this former (and outdated) OAR for additional prohibited items, updated security protocols, and new facilities brought on line since the last approval (e.g., Matthew Knight Arena, Jane Sanders). These revisions were provided by Athletics and reviewed by General Counsel.

Affected Policy Stakeholders (please list all known impacted stakeholders and the nature of those impacts)

None - although the policy affects those attending events at athletic facilities, impacts are actually negligible because proposed redlines simply bring the policy into alignment with current practice.

Proposed Action (i.e., new, revision, repeal)

Revisions (redline version included)

Reason for Policy

This policy outlines the regulation of certain articles and activities at University of Oregon athletic facilities.

Entities Affected by this Policy

Any individual at a University athletic facility.

Web Site Address for this Policy

<http://policies.uoregon.edu/articles-and-activities-prohibited-athletic-facilities>

Responsible Office

For questions about this policy, please contact Intercollegiate Athletics at 541-346-4481.

Enactment & Revision History

Technical revisions enacted by the University Secretary on September 4, 2015.

Became a University of Oregon Policy by operation of law on July 1, 2014.

Former Oregon Administrative Rule Chapter 571 Division 50 Section 0011.

Policy

Regulation of Possession of Glass Containers at Certain Athletic Facilities

Articles and Activities Prohibited at Athletic Facilities

(1) The following items are not allowed inside (or on the rampways, stairways, or tunnels leading into) any University of Oregon ("University") facility which serves as a site for intercollegiate athletic competition whether or not such competition is actually occurring:

(a) Glass containers of any kind;

(b) Metal cans or bottles;

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Articles and Activities Prohibited at Athletic Facilities
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- (c) Weapons;
- (d) Fireworks, explosives, or munitions;
- (e) Alcohol or alcoholic beverages or freezes;
- (f) Vacuum bottles and other similar insulated containers (thermos-type containers);
- (g) Open plastic beverage containers, unless empty;
- (h) Poles or sticks including flag poles, monopods, and selfie sticks;
- (i) Other items determined by a promoter, tour group, or University personnel based on show and/or audience, including but not limited to: cameras, iPads/tablets, plastic bottles, spiked jewelry, lighters, etc.

(2) The following items are not allowed in the specific venues listed:

(a) Matthew Knight Arena

(i) Outside food unless medically required.

(b) Jane Sanders Stadium

(i) Large coolers;

(ii) Pop-up tents;

(iii) Chairs.

(23) Exceptions to the above prohibition are limited to:

- (a) Alcoholic beverages and alcoholic beverage containers belonging to the University of Oregon, or to licensed concessionaires or catering services contracting with the University for its officially sponsored social functions, e.g., receptions, meetings, promotional activities, etc.;
- (b) Weapons of on duty law enforcement officials;
- (c) Fireworks in the custody of any group or person operating or presenting a fireworks display as expressly authorized by the University.

(34) University employees, contractors, or agents may request, as a condition of the license to enter the University's athletic facilities, that persons about to enter allow inspections of all backpacks, briefcases, suitcases, athletic bags, packages, duffle bags, coolers, ice chests, picnic baskets, and other containers capable of concealing prohibited articles:

(a) Inspections under this section shall occur outside the facility's ticket gate or entrance. Persons possessing containers subject to inspection shall be informed that they are free to decline the inspection and may receive a refund of the price of the ticket upon surrender of their ticket, if any. In the alternative, the person may discard the container or prohibited items in the container or return them to a vehicle without inspection and then enter the facility without such items;

(b) Personnel making inspection requests are not obliged to cause entering spectators to wait in line while other inspections are occurring. Such personnel must, however, request to inspect the containers of the next person who appears to possess containers subject to inspection as soon as they have completed any given inspection;

(c) Signs ~~with lettering no smaller than two inches high~~ shall be prominently displayed at each entrance to University facilities that serves as a site for intercollegiate athletic competition. The signs shall generally describe prohibited articles, explain the potential request for inspection and the right-to-decline options, including refund, if there is a cost for admission. Similar explanations shall be printed on season ticket order forms and shall be included on the venue website ~~displayed at ticket windows on University property where tickets for events at University athletic facilities are regularly sold.~~

(45) A person discovered during an inspection to possess a prohibited article(s) shall be offered the choice of discarding the article(s) in a public trash receptacle or of returning the prohibited article(s) to a vehicle or otherwise legally disposing of it.

(56) If a person already inside the facility possesses a prohibited article, that person shall be considered to have violated the license to enter and view the event. The person's license is automatically revoked and the person shall be requested to leave immediately. A person who does not leave following such a request may be treated as a trespasser.

(67) If a person requests a refund under the provisions of Section (3)(a) of this policy, University officials shall sign a bearer coupon and shall deliver it within a reasonable time to the person requesting the refund. Such a coupon shall not name the person possessing the prohibited articles, but it shall specify the location, price and date. This bearer coupon along with the unused ticket must be turned in at (or mailed to) the University Athletic Department's ticket

office for a refund within 30 days. Service and other charges in excess of the admission price are non-refundable.

(78) Persons entering a facility, as a condition of the license to enter, may be subject to search by electronic wand regardless of whether they are carrying any of the above-mentioned containers.

(9) At the request of the even promoter r management, and when deemed a reasonably necessary precaution by the University's Chief of Police, persons may be subject to searches using metal detectors or pat downs.

(810) A person entering the facility who is observed ~~without inspection~~ possessing a prohibited article shall be treated as specified in prior sections (4) of this policy.

(911) Open umbrellas are prohibited in all Autzen Stadium, Hayward Field, Pape Field, and Jane Sanders Stadium and Howe Field seating areas, seating area aisles, and standing room only locations. ~~Signs on sticks or poles and signs larger than 24 inches wide by 18 inches high are prohibited in all athletic facilities.~~ Complaints about violations of this section shall be made to Athletic Department officials or their designated agents. Violators failing to respond to a request to close their umbrellas by Athletic Department officials or their agents may be required to leave the event. ~~Anyone who violates the restrictions on signs in this policy may be required to leave the event by Athletic Department officials or their agents.~~

(12) Signs cannot be affixed to the facility nor displayed in a manner that obstructs the view of other patrons.

(1013) Stadium seats, stadium chairs, or seat cushions brought by any person into any University facility which serves as a site for intercollegiate athletic competition may not exceed the following dimensions: 17.5 inches wide by 13.5 inches deep, with a seat back height that does not exceed 19 inches. The seat cushion may not exceed 4 inches in height. The seat back cushion may not exceed 4 inches in depth.

(14) The University of Oregon is a Smoke & Tobacco Free University. Smoking, vaping and tobacco chewing is not allowed in any athletic venue or University property.

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N/A