

## HISTORY OF THE COLLEGE

Bevill State Community College is a part of the State of Alabama's system of community, junior, and technical colleges authorized by the Alabama Legislature under Act No. 93, approved May 3, 1963. At the same time, Act No. 94 vested the authority and responsibility for the operation and maintenance of Alabama's two-year colleges with the State Board of Education.

Bevill State Community College was created in 1992 by the consolidation of two premier two-year colleges which were a part of the original legislation: Walker State Technical College (Sumiton), formerly a vocational/technical institution which opened in 1966, and Brewer State Junior College (Fayette), a two-year academic transfer institution, created in 1969. The Hamilton Campus of Northwest Alabama Community College, primarily a vocational/technical campus which was created in 1966, merged with Bevill State in 1993 as one of its main campuses. Walker College (Jasper), established in 1938 as a two-year academic transfer college, completed the Bevill State four-campus college in 1998. In 2007, the College built the Pickens County Educational Center in Carrollton.

Bevill State offers academic transfer courses, career technical education, health sciences programs, adult education classes, workforce training, corporate education and community education at its four main campuses and one instructional site. Bevill State's service area spans over 4600 square miles in a seven-county area, reaching more than 200,000 people from the Birmingham city limits to the Mississippi state line.

## INSTITUTIONAL MISSION STATEMENT

Bevill State Community College is an accredited, learning-centered institution dedicated to student success by providing quality educational and training opportunities that enrich lives intellectually, economically, and culturally.

## VISION STATEMENT

Bevill State Community College will set the standard of excellence for education, workforce training, partnerships, and economic development.

## VALUES

- Acknowledging the dignity, self-worth, and uniqueness of each individual.
- Providing service for our students and the community.
- Fostering a culture of integrity.
- Demonstrating accountability in all actions, obligations, and duties.
- Developing leadership by example.
- Facilitating collaboration among all stakeholders.
- Promoting diversity.
- Instilling an ethic of professionalism.
- Striving for excellence in all endeavors.

## STRATEGIC PLANNING-GOALS

- Provide greater access
- Expand instructional opportunities
- Maximize student success
- Enhance services for our students and our community
- Optimize the use of resources

## GENERAL EDUCATION CORE COMPETENCIES

Graduates of Bevill State Community College will demonstrate effective communication, critical thinking, cultural awareness, and the application of technology. Communicating effectively is the ability to engage in effective written and oral communication. Critical thinking is an intellectual process that involves discovering and analyzing information to overcome obstacles and find solutions. Cultural

Awareness is an understanding of diverse human traditions. The application of technology allows students to gain and implement a variety of technological skills.

## STATEMENT OF CATALOG RESPONSIBILITY

Generally, the student is bound to the program requirements in effect at the time of the student's initial registration at the College. However, if the student is not enrolled for a semester or more (excluding summer term), the catalog which is current when the student returns to the College will become the catalog in effect. When a student changes his/her program, the catalog at the time of the change becomes the catalog in effect. As courses and program requirements are revised to the extent that it becomes impossible for the student to meet the requirements of the original catalog in effect, it may become necessary for the student to conform to the requirements published in the most recent edition of the catalog.

This Catalog is the official announcement of the program requirements and regulations of Bevill State Community College. Students enrolling in the College are subject to the provisions stated herein. Statements regarding programs, courses, fees, and conditions are subject to change without advance notice.

## INFORMATION FOR DISABLED PERSONS/ ADA ACCOMMODATIONS

The College seeks to comply fully with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. It is the policy of the College that a good faith effort shall be made to meet the accommodation requests of persons with disabilities. Persons requesting accommodation may contact the campus 504/ADA coordinator. The 504/ADA accommodations request process for persons with disabilities is as follows:

1. Disclosure of a disability is voluntary.
2. All students who take the College placement exam are invited to request information for students with disabilities on their test answer sheets. Students who request information are given the name of the campus 504/ADA coordinator and an **ADA Fact Sheet/Accommodations Request Form** and are invited to contact the 504/ADA coordinator for additional information.
3. All new students who attend the required Orientation course are given a copy of the **ADA Fact Sheet/Accommodations Request Form** and the name of the campus 504/ADA coordinator and are informed of the accommodations request process.
4. The accommodations request process begins when a student contacts the campus 504/ADA coordinator:  
Fayette Campus - Sherry Terry, Ext. 5103  
Hamilton Campus - Beth Roberts, Ext. 5350  
Jasper Campus - Tiqua Gator, Ext. 5901  
Sumiton Campus - Jana Kennedy, Ext. 5201
5. The student and the 504/ADA coordinator work together to determine the student's campus-related accommodation needs. A good faith effort is made to provide appropriate accommodations and to fully comply with Section 504 and ADA guidelines.
6. An Accommodations Request Form must be completed, identifying accommodations requested and other pertinent information. Forms are available from the 504/ADA coordinator, the placement test center, the Office of Student Services, in the Orientation Workbook and at [www.bscc.edu](http://www.bscc.edu).
7. Accommodations will not be considered until the student has submitted the **ADA Fact Sheet/Accommodations Request Form** and any required documentation to the ADA Coordinator. If accommodations are granted they begin on or after the date of approval. Under no circumstances will accommodations be granted retroactively.
8. If official documentation is required, information release forms are available from the 504/ADA coordinator to assist the student in

obtaining official documentation of disability from physicians or other agencies.

9. Once a student meets with the 504/ADA coordinator to request classroom accommodations and provides any needed documentation of disability, the coordinator will send a Documentation of Disability Form to each of the student's instructors to inform them of the accommodations that must be met in their classroom.
10. The student must meet with the 504/ADA coordinator at the beginning of each academic term for which classroom accommodations are requested so that the instructors for each term can be notified of the accommodations.
11. The student will meet with each instructor to discuss the implementation of each authorized accommodation. Instructors will not initiate accommodations without the student's consent.
12. Non-classroom accommodation requests are forwarded by the 504/ADA coordinator to the appropriate College official for implementation.
13. Completed Accommodations Request Forms and any documentation of disability are confidential and are stored in a locked file separate from the student's permanent student record.

## **NONDISCRIMINATION POLICY/TITLE COMPLIANCE ASSURANCE**

It is the policy of the Alabama State Board of Education and Bevill State Community College, a postsecondary institution under its control, that no person shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program, activity, or employment.

No employee or applicant for employment or promotion, including applicants for presidential, full-time faculty, and other administrative and supervisory positions, shall be discriminated against on the basis of any impermissible criterion or characteristic including, without limitation, race, sex, age or any other protected class.

This policy is enforced by Federal law under Title IX of the Education Amendment of 1972, Title VI and Title VII of the Civil Rights Act of 1964, Section 504, of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Inquiries regarding compliance with these statutes may be directed to the Dean of Students, Title IX Senior Coordinator, at [kennis@bscc.edu](mailto:kennis@bscc.edu) or the Director of Financial and Personnel Services, Title IX Coordinator, at [mkinard@bscc.edu](mailto:mkinard@bscc.edu), 1411 Indiana Avenue, Jasper, Alabama, 35501, or to OCR.

Bevill State Community College complies with federal regulations that guarantee the right of privacy and access to student records/information as established by the Family Educational Rights and Privacy Act (FERPA) of 1974 and its amendment.

Conscious effort is made to assure that all College regulations are within the scope of the lawful mission of public higher education. It is recognized that it is not a lawful mission of the College to prohibit the exercise of a right guaranteed by the Constitution or a law of the United States. However, the Administration will take direct and appropriate action in any case involving the integrity of the College and the well being of the students.

## **HARASSMENT/SEXUAL HARASSMENT**

### **I. Introduction**

The State Board of Education is committed to providing both employment and educational environments free of harassment or discrimination related to an individual's race, color, gender, religion, national origin, age, disability, or any other protected class. Such harassment is a violation of State Board of Education policy. Any

practice or behavior that constitutes harassment or discrimination shall not be tolerated on any campus or site, or in any division, or department by any employee, student, agent, or non-employee on any institution's property and while engaged in any institutionally sponsored activities.

It is within this commitment of providing a harassment-free environment and in keeping with the efforts to establish an employment and educational environment in which the dignity and worth of members of the community are respected, that harassment of **students and employees** is unacceptable conduct and shall not be tolerated at Bevill State Community College.

A nondiscriminatory environment is essential to the mission of Bevill State. An abusive environment inhibits, if not prevents, the harassed individual from performing responsibilities as **student or employee** and creates a hostile work/learning environment. It is essential that institutions maintain an environment that affords equal protection against discrimination, including sexual harassment. Bevill State Community College shall take all the necessary steps to ensure that harassment, in any form, does not occur. **Employees and students** who are found in violation of this policy shall be disciplined as deemed appropriate by the investigating authority as to the severity of the offense with final approval from the President.

**Employees and students** of Bevill State shall strive to promote an environment that fosters personal integrity where the worth and dignity of each human being is realized, where democratic principles are promoted, and where efforts are made to assist **colleagues and students** to realize their full potential as worthy and effective members of society. Administrators, professional staff, faculty, and support staff shall adhere to the highest ethical standards to ensure professionally functioning institutions and to guarantee equal educational opportunities for all students.

*Grievances against students will be handled according to usual and customary student discipline procedures as outlined in the Student Handbook's Grievance Policy/Procedure.*

### **II. Definitions of Harassment**

For these purposes, the term "harassment" includes, but is not necessarily limited to: Slurs, jokes, or other verbal, graphic, or physical conduct relating to an individual's race, color, gender, religion, national origin, age, disability, or any other protected class.

Any contact solicited during non-traditional business hours may be perceived as harassment by recipient unless it is specifically associated with work related duties.

Harassment of employees or students by non-employees is also a violation of this policy. Any employee or student who becomes aware of any such harassment shall report the incident(s) to the appropriate institution official. Failure to act, which includes initial investigation, shall be deemed in direct violation of this policy.

Harassment also includes unwelcome sexual advances, requests for sexual favors, and other verbal, graphic, or physical contact if perceived as such by the recipient.

Sexual harassment, including sexual violence, is a form of sex discrimination which is illegal under Title VII of the Civil Rights Act of 1964 for employees and under Title IX of the Education Amendments of 1972 for students. Sexual harassment does not refer to occasional compliments; it refers to behavior of a sexual nature which interferes with the work or education of its victims and their co-workers or fellow students. Sexual harassment may involve the behavior of a