

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Administrative Regulation 2150, Smoke Free District, Fine Amount

ACTION: Approval

BACKGROUND

In January 2015 the Board of Trustees passed Board Policy and Administrative Regulation 2150, designating the District as a Smoke-Free District. The Administrative Regulation states that violators may be subject to a citation.

STATUS

The Police Department at Irvine Valley College (IVC) requires the means to carry out the enforcement of Administrative Regulation 2150. While the majority of students, faculty, and staff are expected to voluntarily comply with AR 2150, a fine must be established as a tool to gain compliance. Citations shall be issued through established procedures for administrative citations. Violators shall initially be verbally warned by a Police Officer, and the name of the violator entered into the Police Department's records system to document the issued verbal warning. A subsequent violation may result in the issuance of a citation. A violator may have their first citation reduced to a warning upon contacting the Police Department, reviewing Board Policies and Administrative Regulations that are pertinent to the violation and other administratively citable offenses, and then signing a statement that the person has read and understood the regulations. A second citation cannot be reduced through the aforementioned process, but may be contested by requesting an administrative hearing through the Police Department. A \$38.00 fine, consistent with the current bail schedule for parking violations, should be authorized to support the issuance of citations for violating Administrative Regulation 2150.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the new fine amount of \$38.00 for IVC for the violation of Administrative Regulation 2150. This fine amount is consistent with the current bail schedule for parking violations.

Item Submitted By: *Dr. Glenn R. Roquemore, President*