



COLLEGE of CENTRAL FLORIDA
ADMINISTRATIVE PROCEDURE

**Title: SEXUAL PREDATOR OR OFFENDER INFORMATION NOTIFICATION/
PUBLICATION**

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Implementing Procedure For Policy #: N/A

Date Approved: 10/23/02
Date Revised: 07/25/09

Division: Student Affairs

- I. Federal and State law requires a person designated as a “sexual predator or offender” to register with the Florida Department of Law Enforcement (FDLE). The FDLE then is required to notify the local law enforcement agency where the registrant resides, attends or is employed by an institution of higher learning. The College shall include in its publications to students and employees, information that will permit the student or employee to obtain information on sexual predators or offenders from the local law enforcement agency with jurisdiction for the particular campus or by calling the FDLE hotline or by visiting the FDLE website.
- II. When a local law enforcement agency notifies the College that a sexual predator or sexual offender is enrolled, planning to enroll, employed, or carrying on a vocation at the College, such notification shall be delivered to the attention of the President, who shall then deliver it to the Chief Student Affairs Officer. The information shall be provided to the Vice President, Provost/ Executive Director of the Citrus Campus or Levy Center at the site where the student or employee may be attending classes or may be employed. In consultation with the College Attorney, the Chief Student Affairs Officer, Vice President, Provost/Executive Director of the Citrus Campus or Levy Center will determine, based on the severity of the offense, any further action to be taken which may include: (1) notification of the site security officer for purposes of monitoring the activity of the offender; and (2) notification of the program director, classroom instructor, immediate supervisor, Human Resources office, or others.
- III. If a conference with the offender is deemed necessary, it shall be with the understanding that the conference will be conducted in private.
 - a. A student sexual predator or offender will be advised of the need to comply with the Code of Student Conduct and rights and responsibilities provisions consistent with all students. Failure to comply will result in disciplinary action.
 - b. An employee sexual predator or offender will be advised to comply with the law and College policies and procedures. Failure to comply will result in disciplinary action.
 - c. Further, formal actions shall provide that for any on campus disciplinary action wherein there is an alleged sexual assault, (1) the accuser and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding; and (2) both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceeding brought alleging sexual assault.

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- IV. Any person who materially alters or distributes this public records information with the intent to misrepresent the information, including documents, summaries of public records information provided by law enforcement agencies, or public records information displayed by law enforcement agencies on websites or provided through other means of communication shall be subject to College disciplinary procedures and may be subject to a charge of misdemeanor of first degree, punishable as provided in State Statutes.

- V. The College, through the Center for Civic Education and Student Leadership Development, shall, from time to time, provide occasional programs to promote the awareness of rape, acquaintance rape and other sex offenses.

Vice President, Student Affairs

Date

Approved by President

Date