

# **RULES OF THE COLLEGE ASSEMBLY OF OWENSBORO COMMUNITY AND TECHNICAL COLLEGE**

## **ARTICLE I: NAME AND ROLE**

The name of the organization shall be the College Assembly of Owensboro Community and Technical College. The College Assembly is a forum for free and open debate, and deliberation regarding issues affecting the College. In compliance with policies of the Kentucky Community and Technical College System, specific educational issues remain within the purview of the Faculty only; therefore Articles II and III apply solely to the faculty.

## **ARTICLE II: AUTHORITY OF THE FACULTY**

The Faculty has authority and responsibility for the educational policies of the College as delegated to it by the Board of Regents of the Kentucky Community and Technical College System. In keeping with the common practice of institutions of higher education and within the limits established by the policies and procedures of the Board and the Rules of the System Senate, with input from pertinent advisory groups and/or individuals, the faculty has primary responsibility for monitoring and making recommendations with regard to the matters set forth below and the matters set forth in the Bylaws of the College Assembly.

## **ARTICLE III: FUNCTIONS OF THE FACULTY**

The Faculty shall take official action to make recommendations to the President of the college, the Senate of the Community and Technical College System, the Chancellor(s), the President and/or Board of Regents of the Kentucky Community and Technical Colleges as appropriate.

1. The Faculty shall make recommendations on the following matters:
  - Academic policies and curricula for KCTCS
  - Courses and other academic offerings of KCTCS
  - Policies and regulations governing admission classifications, probation and dismissal of KCTCS students
  - An academic calendar
  - All candidates for degrees, diplomas and certificates from the College
  - Criteria for faculty appointment, reappointment, promotion, evaluation and tenure
  - Changes in the Rules of the KCTCS (system) Senate
  - Issues related to the welfare of its members
2. The Faculty shall have no management or administrative functions either in itself or through the instrumentality of its committees.

3. The Faculty shall perform such other duties and fulfill such other functions as are appropriate to achieve the mission and goals of the College as long as they are not in conflict with the policies of the Board of Regents of the Kentucky Community and Technical College System, or the Rules of the system Senate.

**ARTICLE IV: RULES RELATED TO OCTC CALENDAR**

**Late Registration and Payment**

During the fall and spring terms the last day for students to arrange a fee payment plan or pay tuition and fees in person to avoid registration cancellation and late fees will be the Wednesday of the week prior to the start of classes.

The last day for a student to enter a class during the fall and spring terms without instructor permission will be the Wednesday of the first week of classes. The last day for a student to enter a class during the fall and spring terms with instructor permission will be the Friday of the first week of classes.

**ARTICLE V: LICENSURES, REGISTRIES, PROFICIENCY EXAMINATIONS,  
INDUSTRY STANDARD EXAMINATIONS, AND  
ARTICULATIONS**

**OCTC - CIT Recommended Policy for Industry Standard Examinations**

A student who has completed and passed an industry standard certification examination administered by an authorized testing center, may earn up to a maximum of 24 credit hours equivalent to the course(s) within the program of study as specified by the Computer and Information Technologies (CIT) curriculum. Credit will be granted ONLY upon receipt of an official proof of certification credential stating the date passed. A copy of the credential must be filed as part of the student's permanent record. The credential must be accepted before the expiration date of the credential or within five years of the date of the credential was earned and specified on the examination, whichever comes first.

CEH-Certified Ethical Hacker Industry Certification - 312-50 <b>OR</b> ECO-350	CIT 184
Certiport - Internet and Computing Core Certification (IC3)	CIT 105
Cisco Certified Networking Associate Exam (CCNA) - 640-802	CIT 161 & CIT 210 & CIT 211 & CIT 212
CompTIA A + Certification - 220-801 & 220-802 <b>OR</b> 220-701 & 220-702	CIT 111

CompTIA Linux	CIT 217
CompTIA Network+ Certification - N10-004 <b>OR</b> N10-005	CIT 160 <b>OR</b> CIT 161 <b>OR</b> CIT 162
CompTIA Security+ Certification - SY0-301 <b>OR</b> JK0-018 <b>OR</b> ISC2-SSCP:Systems Security Cert. Practitioner Certification	CIT 180
Computer Hacking Forensics Investigator Certification - CHFI 312-49 CHFI	CIT 284
EMC Proven Professional Certification - E10-001	CIT 201
EMC Proven Professional Certification - E20-002	CIT 205
ICND1 - CCENT Exam - 640-822	CIT 161 & CIT 210 <b>OR</b> CIT 162 & CIT 163
Vmware Certified Professional - Datacenter Virtualization - VCP5-DV	CIT 203
Windows 7 Configuration - 70-680 <b>OR</b> Windows 7, Enterprise Desktop Support Technician – 70-685 <b>OR</b> Windows 8 Configuration - 70-687	CIT 213
Windows Server 2008: Active Directory Configuration - 70-640	CIT 261
Windows Server 2008: Administrator - 70-646	CIT 264
Windows Server 2008: Network Infrastructure Configuration - 70-642	CIT 214 <b>OR</b> CIT 262
Windows Server 2012: Administering Server 2012 – 411	CIT 264
Windows Server 2012: Configuring Advanced Services – 412	CIT 261
Windows Server 2012: Installing and Configuring – 410	CIT 214

## **ARTICLE VI: RULES RELATED TO ATTENDING OCTC**

### **OCTC Policy for First Year Experience Course**

All first year students must enroll in FYE 100 unless they have successfully completed it or its equivalent (0-3 credit hours). First year student status applies to all credential-seeking students until thirty college semester credit hours (coursework at the 100 level or above) are earned.

## **ARTICLE VII: BYLAWS**

The College Assembly shall have the power to adopt Bylaws for its operations, which shall include officers, membership, meetings, and committees as necessary, so long as they are not in conflict with the policies of the Board of Regents and/or the Senate of the Kentucky Community and Technical College System.

**ARTICLE VIII: AMENDMENTS**

An amendment to these Rules may be made by approval of two-thirds (2/3) of the membership at a regular meeting of the College Assembly called for that purpose.

I, the duly elected and acting Secretary of the College Assembly of the Owensboro Community and Technical College, hereby certify that the foregoing Rules constitute the Rules of the Owensboro Community and Technical College as adopted at a meeting of the College Assembly on \_\_\_\_\_.

IN WITNESS WHEREOF, I have subscribed my name on the \_\_\_\_day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Secretary

Approved: 4-22-04  
Amended: 04-15-13  
Amended: 03-26-15