

Community College of Philadelphia

The Path to Possibilities™

TO: College Community

FROM: Donald Generalis
President



DATE: December 23, 2015

SUBJECT: IWC Decisions

This is to inform that I have taken the following actions on recommendations made to me by the Institution-Wide Committee in fall 2015:

Approved the revisions to Policies and Procedures No. 160: College Photo Identification Card Policies as follows:

- (1) The language was changed from “may obtain” to “All employees must obtain Photo Identification Cards upon hire.”
- (2) In the past, students taking non-credit courses were not issued a Photo Identification Card and were only given access to the Library. Now, if a student is enrolled in non-credit courses of 30 hours or more they need to obtain a College Photo Identification Card which will be initially provided at no cost. Students enrolled only in non-credit course of less than 30 hours duration will be required to register as a visitor upon entrance to any College facility.

Approved the revisions to Policies and Procedures No. 152: Admittance to College Buildings and Facilities as follows:

- (1) The title of Policies and Procedures No. 152 changed from Faculty and Staff Admittance to College Buildings and Facilities During Other Than Normal Working Hours to Admittance to College Buildings and Facilities.
- (2) Entrance to a College building or facility can now only be gained by swiping a valid College Photo ID or by following the visitor guest procedures.
- (3) Security has the right to deny someone entrance to the College building or facility.
- (4) During non-operational hours, if a faculty member requests permission to have students on Campus, the faculty member must be in attendance with the students.

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