



**Academic Governance Manual
2021**

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1. Introduction

1.1 Introduction and Purpose of the Academic Governance Manual

The Academic Governance Manual is the guiding document for academic governance at the Denver College of Nursing. It outlines the institutions' organizational structure, committees, faculty involvement, student services, and academic policy.

The information found in the Governance Manual is designed with the College mission in mind to educate students for diverse opportunities in nursing and other health care fields.

1.2. Background

Denver College of Nursing (DCN) was established in 2003 as Denver School of Nursing. In July 2017, the college officially changed its name to Denver College of Nursing. The institution provides pre-licensure and post-licensure associate, bachelor and master degrees in nursing. Many students transfer in general education courses which allow them to complete our programs in less than two years. The pre-licensure associate and bachelor degree program students attend school full time and are placed in cohort groups.

The College began offering an online RN to BSN program in 2015 and the online Master's Degree in Nursing in January of 2018. The students enrolled in these programs are registered nurses already working in the field. They take two to three courses per term and complete their program of study in 15-18 months.

1.3 Vision, Mission and Purpose

The Denver College of Nursing Board of Trustees has adopted statements of vision, mission, and purpose to guide the operations of the institution.

Vision

The vision of Denver College of Nursing is to prepare excellent health care providers and leaders to transform the lives of persons and communities through innovative education and health care.

Mission

Denver College of Nursing is a private institution of higher education dedicated exclusively to educating students for the diverse opportunities offered by careers in nursing and other health care fields.

Purpose

Denver College of Nursing serves students, the nursing profession, health care organizations, clients receiving care, and the increasing needs of society for qualified

nurses by offering programs for students who seek careers in nursing and other health care fields.

Denver College of Nursing devotes its resources to maintaining quality nursing programs in an environment that focuses on clinical competence across all scopes of practice, and that help develop the technical and thinking skills needed to foster successful careers and a lifetime of continued professional learning.

The programs build on foundations of general education common to nursing education, and all programs meet or exceed common standards for nursing education programs in Colorado.

The nursing programs explore a differentiated practice model that teaches students to maximize their own role development, to seek the opportunity to learn and collaborate effectively with other nurses of differing educational preparations.

The programs integrate holistic health care values with traditional health care values so students can explore the understanding of “whole body wellness” in client care.

Programs are offered to adult students from the economically and ethnically diverse regional community served.

1.4 Accreditation

The Higher Learning Commission (HLC)

The college is accredited by The Higher Learning Commission (HLC)

Accredited by the Accreditation Commission for Education in Nursing (ACEN)

The college’s baccalaureate nursing program and associate nursing program are accredited by the ACEN. The Commission is recognized as an accrediting body for all types of nursing education programs by the U.S. Department of Education.

Colorado State Board of Nursing (CBON)

The CBON has granted Full Approval for both the ADN and BSN programs. Approval allows graduates to apply to take the licensing exam (NCLEX-RN®) required for professional practice.

Colorado Department of Higher Education

State of Colorado, Department of Education Colorado Commission on Higher Education. This approval grants the college the authority to award Associate’s and Bachelor’s degrees.

State Authorization Reciprocity Agreements (SARA)

National Council of State Authorization Reciprocity Agreements approval is maintained by the Colorado Department of Higher Education. This approval grants the college the ability to offer distance education (online) programs and courses in SARA member states.

Commission on Collegiate Nursing Education (CCNE)

The baccalaureate degree program in nursing at Denver College of Nursing has earned initial accreditation.

DCN is pursuing initial accreditation for the Master of Science in Nursing degree by the Commission on Collegiate Nursing Education. Applying for accreditation does not guarantee that accreditation will be granted.

Colorado Office of Veterans and Training

The Colorado Office of Veterans and Training has approved the ADN and BSN programs to qualified Veterans for benefits.

1.5 Application of the Academic Governance Manual

Denver College employees are bound by the Academic Governance Manual and the policies set forth in the Employee Handbook, Faculty Handbook and College Catalog except where otherwise noted.

2. Organizational Structure and Communication

2.1 Structure

The administrative organizational structure includes the president and department directors.

The academic organization of DCN consists of the dean, program directors, and faculty.

The head of the academic organization is the Dean of Nursing Education Programs who reports to the president. The program directors report to the dean.

2.2 Faculty Role

Faculty report to the program directors and have authority in areas of academic integrity, quality, delivery of curriculum and course offerings within the limits defined by the Board of Trustees.

The Board of Trustees is responsible for approving the educational degrees of the College.

2.3 Communication

Operational information is delivered in the normal chain of command from the president to the dean and directors who in turn communicate to the faculty and staff under their report. College wide communication to faculty is done through coordination with the dean and president.

3. Governance Committees

3.1 Operations

3.1.1 Documentation

Minutes from all meetings shall be recorded in standard DCN format. A designated person shall be assigned by the chair of the committee to prepare, sign, and distribute minutes to committee members for approval at the subsequent meeting.

3.1.2 Voting Guidelines

- Voting privileges are extended to all full-membership committee members.
- The quorum for standing committees shall be a majority of the membership of the committee and it required to pass a proposal.
- Voting can be conducted via email as long as all other voting guidelines are followed.
- Guests of the committee are not eligible to vote

3.2 Academic Senate

Description

The purpose of the DCN Academic Senate is to serve as the collective voice of all faculty and staff at the Denver College of Nursing. The Academic Senate provides a process and place for all members to voice concerns and contribute ideas to improve the programs and work environment of DCN. All standing committees at DCN, except for the Executive Committee, report to and provide recommendations to the Academic Senate. Members of the DCN Academic Senate provide input into curriculum, educational standards, policies, procedures, and recommendations for more effective educational operations. Recommendations, endorsed by the Academic Senate, are reviewed by the Executive Committee on all matters affecting the general welfare of DCN and its activities.

Functions

The DCN Academic Senate:

1. Recommends to the DCN Executive Committee curricula and degrees for approval.
2. Formulates and/ or recommends approval for policies stated in the official College Catalog.
3. Participates in defining the responsibilities of standing committees at DCN.
4. Acts upon the recommendations of the standing committees as presented to the DCN Academic Senate.

5. Creates ad hoc task forces (special committees) as needed to accomplish specific purposes of the DCN Academic Senate.
6. Assists in the orientation of new faculty members.
7. Makes recommendations to the Dean of Nursing Education Programs regarding needed resources and allocation of funds.
8. Liaisons with the President of the College, DCN administrators, faculty, staff, and students.

Membership

Full membership of the DCN Academic Senate shall consist of:

1. Committee Chair (as chosen by the members of the Academic Senate)
2. Program Directors of each program offered at the college.
3. One faculty representative from each program offered at the college.
4. One skills laboratory faculty
5. One simulation faculty
6. One clinical faculty
7. Director of Simulation
8. Director of Clinical Practicum/ Placement
9. Director of Student Services
10. Director of Career Services
11. Director of Academic Support
12. Registrar
13. Heads of other departments as needed
14. A minimum of two (2) students (ex officio)

3.3 Admissions Committee

Description/Purpose

The Admissions Committee reviews prospective student applications and makes recommendations as to the acceptability of prospective students based on admissions criteria. As such, the committee has essentially, two subcommittees: one that functions to review pre-licensure applicants and one that functions to review post-licensure applicants. In addition, the Committee reviews policies and procedures used to recruit applicants, making recommendations for changes as needed based upon relevant data. The Committee is responsible for collecting and disseminating data for evaluation of admission.

Functions

The Admissions Committee:

1. Reviews policies and procedures used to recruit applicants.
2. Recommends to the Faculty Committee criteria, policies, and procedures for admission of students.
3. Selects students for admission, including the review of appeals for admission.

4. Reports committee decisions to the Executive Committee via bi-monthly meetings (as appropriate) and/or by making minutes to the meetings available to committee members.
5. Assures the collection and dissemination of formative and summative data for evaluation of admission.
6. Utilizes relevant data for admission decisions.

Membership

The members of the committee shall be:

1. Program Directors from each program offered at the College.
2. One (1) Faculty Member
 - a. Faculty member must have a minimum of one (1) year teaching experience at DCN.
3. The Admissions Directors and one additional member of the Admissions Department, ex-officio
4. Dean of Nursing Education, ad hoc

3.4 Conduct Standards Committee

Description/Purpose

The Conduct Standards Committee, representing the all programs at the College, reviews student conduct standards of behavior, integrity, and other issues that are not academic in nature. The committee has the authority to take appropriate action, up to and including expulsion. The committee hears grievance appeals regarding any aspect of his or her educational experience including misapplication of campus policies, rules, regulations, and procedures, or unfair treatment, such as coercion, reprisal, or intimidation by an instructor or other campus employee. Based on data related to issues or changing legal requirements the committee may also make recommendations to the Executive Committee for changes in the college's Conduct Standards Policy.

Functions

The Conduct Standards Committee:

1. Shall meet as needed and as conduct issues arise.
 - Only the Committee Chair or the Dean of Nursing Programs may convene a meeting of the Conduct Standards Committee.
 - Meetings may be called at any time during the academic sessions with a majority of the committee membership present for an official quorum able to vote on action items.
2. Discusses conduct issues that pertain to students of DCN.
3. Hears appeals regarding conduct decisions made by the student's Program Director.
4. Renders decisions after reviewing all materials and meeting with witnesses as deemed necessary.

5. Maintains confidentiality by submitting all records of meetings and meeting minutes to the Executive Committee for filing in the President's Office.

Membership

The members of the committee shall be:

1. Dean of Nursing Education Programs
2. Director of Student Services
3. Heads of the departments to meet with the student, if requested
4. At least two (2) faculty members
5. Conduct Standards Committee Chairperson

3.5 Curriculum Committee

Description/Purpose

The Curriculum Committee reviews and makes recommendations to the Academic Senate for all curriculum changes or new programs. The Curriculum Committee also plays a key role in assessment at the College, and the results of curriculum assessment are shared via the Curriculum Chair or designee with Faculty and/or Academic Senate. Consistent with the goals of DCN, the Curriculum Committee has the authority to recommend changes to courses, the Student Handbook, and College Catalog.

Functions

The Curriculum Committee:

1. Oversees the development, implementation, maintenance and curricular revisions, including making recommendations regarding organizing framework, student learning outcomes, course descriptions, course credit allocations, course prerequisites and co-requisites, course objectives, and course content for all programs offered at the College.
2. Takes input from Program Advisory Committee (PAC) meetings relevant to curricular changes.
3. Reviews and uses outcomes data to recommend curricular revisions of for all programs at the College in relation to the mission and vision statements of the Denver College of Nursing in order to meet the needs of the nursing profession and the College's communities of interest.
4. Ensures that the program curricula are consistent with the Colorado Nurse Practice Act, and other applicable standards and guidelines.
5. Reviews and makes recommendations for student learning experiences and course materials, including syllabi, textbooks, course management software, and library resources.
6. Reviews and make recommendations for the approval of any continuing education programs offered.
7. Reports to the Faculty and/or Academic Senate.

Membership

The members of the Curriculum Committee shall be:

1. Dean of Nursing Education Programs
2. Program Directors for each of the programs offered at the College.
3. At least five (5) faculty members representing various areas (didactic, simulation, off-site clinical, etc.) and all programs offered at the College.
4. Content team lead faculty.
5. Students ex officio

3.6 Executive Committee

Description/Purpose

The President, empowered by the Board of Trustees, has administrative authority for the institution. In this capacity, the President has formed the Executive Committee and serves as its Chair. The Executive Committee focuses on leadership in overseeing the program of evaluation and feedback designed to strengthen Denver College of Nursing (DCN). The Executive Committee, because of its broad representation, provides feedback from faculty, staff, graduates, employers, and students, relative to the goals of the College to provide excellence in the education of students for the diverse opportunities in nursing. Likewise, issues or concerns that might negatively impact the quality of the programs are easily shared and solutions discussed in a timely manner. The Executive Committee also serves as the college's formal Institutional Assessment Committee. Institutional Assessment analyses, results, and suggestions for improvement from various other committees at the College are presented to the Executive Committee for information dissemination and decision making.

Functions

Under the President's direction as the administrative leader of the College, the Executive Committee:

1. Assists in approval of items for daily operation of the college.
2. Receives input from other committees at DCN and provides final approval if needed on day-to-day operation items from these committees.
3. Discusses items related to DCN's academic policies and procedures consistent with strategic direction, operation plans, and regulatory requirements.
4. Discusses and provides input regarding long-range strategic plans.
5. Reviews assessment programs and results.
6. Approves degrees and changes to degrees.
7. Discusses educational delivery methods.
8. Insures the integrity of academic processes.
9. Forwards recommendations to the Board of Trustees if needed for final approval.

Membership

The members of the Executive Committee shall be:

1. President- serves as the Chair
2. President's direct reports
3. Program Directors of all programs offered at the College
4. Simulation Laboratory Director
5. Clinical Practicum/Placement Director.
6. Academic Senate Chair ex officio
7. President of the Student Nurses Association ex officio

3.7 Faculty Committee

Description

The Faculty Committee serves as the collective voice of faculty members at the Denver College of Nursing. The DCN Faculty Committee members provide input into curriculum, educational standards, policies, procedures, and recommendations for more effective educational operations. Recommendations are reviewed by the Academic Senate, Curriculum Committee, and Executive Committee as appropriate.

Functions

The DCN Faculty Committee:

1. Develops and evaluates the philosophy, objectives and outcomes of the academic programs, as well as the policies, standards, and procedures specific to these programs.
2. Fosters excellence in teaching and service by supporting the professional development of the individual and the college as a whole.
3. Participates in ad hoc task forces (special committees) as needed to accomplish specific purposes of the DCN Academic Senate.
4. Makes recommendations to the Resource Committee regarding needed resources and allocation of funds.

Membership

Full membership of the DCN Faculty Committee shall consist of all full and part time faculty, as well as those with administrative appointments. Those with full -membership status have both voice and voting rights and are encouraged to attend all meetings. The DCN Faculty Committee provides a process and place for all members to voice concerns and contribute ideas to improve the programs and work environment of DCN.

3.8 Global Health Perspectives Committee

Description/Purpose

The GHP Committee provides oversight and direction to the GHP program. The GHP program is an intra-curricular program of Denver College of Nursing that provides the opportunity for clinical credit to be earned by students of DCN from all degree programs. GHP focuses on student development in global health settings in Denver and around the world. GHP combines classroom training with in-field service-learning internships and is integrated throughout the Denver College of Nursing curriculum path. Students in all programs are invited to participate in GHP from their first quarter of enrollment through graduation, and even as DCN alumni. Student membership in GHP requires: attendance at global development symposiums on and off-campus, in either a face-to-face or virtual environment, or service-learning volunteer hours at multiple NGO/aid organizations located in the Denver metro area or student's local communities each quarter. Students in the pre-licensure programs are eligible to apply for a GHP Service Learning Internship after successfully completing GHP membership for a minimum of two quarters and completing Advanced Medical/Surgical. Post licensure students may apply at any time after enrollment into their respective programs. DCN faculty mentor and precept GHP students in both domestic and international internship locations. Upon completing GHP internships, pre-licensure students earn clinical credit for their work and, more profoundly, gain the tools and experiences to broaden their global health care perspectives. Post-licensure students gain leadership, educating, and mentoring skills as well as expanding their perspectives on global health.

Functions

The GHP Committee:

1. Quarterly evaluates and maintains the philosophy, objectives, procedures, and outcomes of the Global Health Perspectives Program.
2. Reviews, assesses, and provides oversight to both domestic and international service learning opportunities of the GHP Program.
3. Establishes and maintains requirements for GHP membership.
4. Provides oversight to local service learning volunteer work by DCN students and faculty.
5. Selects and interviews DCN students for GHP internships.
6. Selects and interviews faculty for GHP internships.
7. Selects and interviews faculty and students for GHP Committee.
8. Maintains code of conduct for local service learning and internships.

Membership

The GHP Committee is comprised of faculty, student and DCN Alumni members and does not have a rotating chair position. The GHP coordinator serves as the committee chair.

Members of the GHP Committee are as follows:

- Dean of Nursing Education Programs or Designee
- Global Health Perspectives Coordinator
- Director of Student Services or Student Services Designee
- One (1) DCN clinical faculty member, preferably from the clinical office
- One (1) DCN didactic faculty member
- Three (3) DCN Student positions:
 - i. GHP Student President
 - ii. GHP Community Liaison
 - iii. GHP Student Liaison
- One (1) DCN alumni member

3.9 Outcomes and Assessment Committee

Description/Purpose

The Outcomes and Assessment Committee is responsible for planning, implementing, and evaluating the collection, analysis, and dissemination of assessment materials throughout the College. This includes expected levels of achievement; assessment methods; results of data collection and analysis; evidence of use of findings; and actions for program development, maintenance, or revision as consistent with Denver College of Nursing's mission.

Functions

The DCN Outcomes and Assessment Committee:

1. Provides oversight of formative and summative evaluations of instructional program outcomes.
2. Recommends assessment tools for gathering outcome data.
3. Analyzes aggregate data from formative and summative evaluations and makes recommendations to the appropriate committee(s).
4. Makes recommendations to the Faculty Committee on matters pertaining to instructional program outcomes.
5. Makes recommendations to the Executive Committee on matters pertaining to administrative outcomes.
6. Assures appropriate review each year of elements of the "Systematic Plan of Evaluation" (SPE) and the "Institutional Assessment and Improvement Plan" (IAIP) and reports, as indicated, to the Faculty Committee, Academic Senate, and the Executive Committee.
7. Decisions made by the committee are reported to the Executive Committee via bi-monthly meetings (as appropriate) and/or by making minutes to the meetings available to committee members.
8. Continues to monitor and guide the campus through the culture of assessment.

Membership

The members of the Outcomes and Assessment Committee shall represent DCN programs/departments:

1. Chair/Director, or the designee from the following:
 - a. Faculty
 - i. Curriculum Committee Chairperson
 - ii. Faculty Committee Chairperson and faculty member
 - iii. HESI Champion
 - iv. Dean of Nursing Education Programs
 - b. Staff
 - i. Admissions Committee member
 - ii. Director of Career Services
 - iii. Staff members (at least two)
 - c. Students
 - i. Student governance representatives (two, ex officio)
 - ii. Program Directors of all programs offered at the College

3.10 Resource Committee

Description/Purpose

The Resource Committee focuses on budget needs, acquisitions of physical and technological material, expansion of access for virtual services, and Learning Resource Center (LRC) relationships with faculty, staff, and students. Committee recommendations are made to the Academic Senate and Executive Committee for approval.

Functions

The DCN Resource Committee:

1. Monitors resources and initiates budget requests for materials needed for achieving student learning outcomes and program outcomes.
2. Evaluates physical resources to ensure sufficient needs for achieving student and program outcomes.
3. Receive learning resource and technology needs initiated by faculty and staff input.
4. Examines all types of resources needed for traditional and alternative methods of delivery and ensure these are comprehensive, current, and accessible to faculty, staff, and students.
5. Establishes goals and direction of the Denver College of Nursing Learning Resource Center.
6. Examines budget, acquisitions of physical material, expansion of access for virtual services, and LRC relationships with faculty and students.

Membership

The members of the committee shall be:

1. Committee Chair (as chosen by members of Resource Committee)
2. LRC Manager
3. IT personnel
4. Academic Senate Chair
5. Simulation Director
6. Distance Education Representative
7. Minimum: four (4) faculty members
 - one (1) member from didactic faculty
 - one (1) member from skills laboratory
 - one (1) member from simulation faculty
 - one (1) member from clinical office
8. Minimum: one (1) student (ex officio: non-voting member)
9. Minimum: one (1) staff member
10. Facilities Management
11. Bookstore Manager
12. Program Directors from all programs offered at the College

3.11. Scholastic Standards Committee

Description

The Scholastic Standards Committee meets at least quarterly and as needed to review students at risk, provides input for program changes and more effective educational operations, works to improve teaching effectiveness, and supports academic integrity and the accreditation process. In addition, the committee is a decision making body that considers student appeals for a waiver or a grade change due to extenuating circumstances.

Functions

The DCN Scholastic Standards Committee:

1. Collaborates with faculty regarding student progression issues.
2. Considers, investigates, and makes decisions about student appeals.
3. Reviews petitions for readmission of dismissed students and makes recommendations.
4. Reviews student policies and procedures and makes recommendations for change as needed to the relevant committee.

Membership

The members of the Scholastic Standards Committee shall include:

1. Committee Chair (as chosen by the members of the Scholastic Standards Committee)
2. Program Directors of each program offered at the College (as needed)
3. Director of Student Services

4. Registrar
5. At least four faculty members representing various departments

3.12. Student Affairs Committee

Description

The Student Affairs Committee serves and administers to the needs of the students in achieving their academic goals while in attendance at DCN. In this context, the DCN Student Affairs Committee can help to make sure that student needs are met in and out of the classroom.

Functions

The Student Affairs Committee:

1. Provides broad oversight and policy guidance to promote a safe and supportive learning environment.
2. Encourages student academic success, growth, and personal development.
3. Brings student viewpoints and needs to the attention of the faculty and staff at DCN.
4. Represents students' interests in all policy decisions made by the College.
5. Promotes the campus as a safe, caring, just, and ethical community.

Membership

The members of the Student Affairs Committee shall include:

1. Committee Chair (as chosen by the members of the Student Affairs Committee)
2. At least two members of the Academic Support Office
3. At least two faculty members
4. At least two students
5. Director of Student Services
6. Director of Career Services
7. Assistant Director of Admissions
8. Program Directors from each program offered at the College (as needed)
9. Dean of Nursing Education Programs (ex officio)

4. Academic Administration

4.1 Academic Calendar

The official academic calendar is produced under the direction of the Dean of Nursing Education Programs. An official copy of the College calendar may be obtained at approved online sites or from the current Denver College of Nursing Catalog.

4.2 College Policies

College policies and procedures including but not limited to, the Americans with Disabilities Act, sexual harassment, discrimination, and equal rights are published in the Denver College of Nursing Catalog, Faculty Handbook and Employee Handbook.

5. Student Services

5.1 Academic Advising

Student academic advising is coordinated through the program directors. They also receive advising assistance at the course level from their individual instructors. The Director of Student Services at DCN serves as the official liaison to students and the college's Executive Committee. All students, particularly those unaware of which department or resource would best be able to aid them with their problems or concerns, are welcome to visit the Student Services Department for appropriate referral and advisement.

5.2 Career Services

On-Campus Students:

The Career Services Department provides assistance to currently enrolled students and graduates. These services include résumé and cover letter writing, interviewing techniques and tips on identifying jobs, and job search strategies. Career Fairs may be held during the year and prospective employers are invited to meet on campus with students. Students enrolled in DCN Online courses receive assistance via e-mail, scheduled seminars, and telephone contact. *There is not a guarantee of employment or a minimum starting salary. No one is authorized by the college to make such guarantees.*

Online Students:

Online students may access career services materials and tutorials through the Blackboard Learning Management System (LMS). The Director of Career Services may be contacted for additional resources.

5.3 Learning Resource Center

Located on the second floor, DCN provides a Learning Resource Center (LRC) containing both core hardcopy and ample electronic library capabilities. The LRC is a resource-rich library enabling research in keeping with the college's goal of promoting lifelong learning. The LRC Manager provides support for the computer applications, library databases, and tutorial capabilities in the LRC while also providing support to faculty utilizing the classroom technologies, students utilizing the computer lab, and purchasing library-based technological resources. The librarian is also available to assist students in researching and developing presentations for the classroom.

5.4 Students Requiring Special Services

Denver College of Nursing does not discriminate on the basis of race, creed, color, religion, national origin, gender, age, handicap, financial status, sexual orientation, or any other federal- or state-protected status in its admissions procedures, education programs, or activities. Denver College of Nursing is also adequately equipped to meet the needs of handicapped students. The facilities have elevators and ramps. The restrooms adjacent to classrooms are fitted with handicapped equipment.

In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA), the college affirms its commitment to ensure equal educational opportunities to students with disabilities. Denver College of Nursing will make its facilities and programs available in a non-arbitrary, beneficial manner to the extent that practicality and resources allow. Students with learning, physical, and/or psychological disabilities seeking accommodations must contact and provide documentation to the ADA representative, the President. The College Catalog further addresses the physical nursing requirements for its programs.

All of the reasonable accommodation efforts for those with disabilities must be made inside the context of nursing requirements. The nature of the work and study require people to be able to perform certain tasks. These include standing, walking, lifting, seeing, and hearing requirements as well as emotional stability issues above and beyond the physical adeptness needed to function in the job. These requirements are clearly stated in the College Catalog and other support documents under Nursing Requirements - Essential Functions of Nursing Practice. This section of the College Catalog covers multiple issues where expectations are outlined for students. This ranges from requirements to integrity issues and grievance procedures available where there is a problem.

6. Personnel Policies and Procedures

Shared governance requires that faculty are actively in the various committees at the College. They need to be willing to devote time for committee meetings. Evaluation of faculty performance includes service on committees. Members of the faculty may be asked to serve on standing and ad hoc committees.

The Faculty Handbook contains information on faculty rank, credentials, scholarship activities, additional faculty roles, expectations and competencies.

College personnel policies and procedures, including but not limit to, sexual harassment, discrimination, and equal rights can be found in the Employee Handbook.