

Policy 0100: Front Matter

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The Official Policies and Procedures Manual of Santa Cruz County Provisional Community College District is the electronic copy maintained by the appropriate District authority on the policy manual platform (PMP) and posted on the official website of the District. The policies and procedures contained in this manual supersede any and all comparable Santa Cruz County Provisional Community College District policies and procedures in use prior to official District Governing Board approval and subsequent inclusion in the official manual. Should a discrepancy exist between a printed version of the manual, or a portion of the manual, this official electronic version of the material will be the definitive or official version.

The policy manual is divided into meaningful institutional areas of authority and responsibility as set forth in the following sections:

100 – 200 - Front Matter

1000 – 1999 - District Governing Board

2000 – 2999 - District Administration and General Institutional

3000 – 3999 - Fiscal and Business Operations

4000 – 4999 - Instruction and Academic Administration

5000 – 5999 - Human Resources

6000 – 6999 - Student Services

The four-digit number sequence corresponds to the first four digits of each policy or procedure contained in the respective section (1010, 2500, 6775, etc.).

Procedures (PR) and exhibits (E) associated with the specific policies, as shown by the corresponding four-digit number, will be designated by the proper code followed by a numerical sequence number generated by the policy manual platform when the file is added.