

GENESEE COMMUNITY COLLEGE
Batavia, New York

PROCEDURE

**Number 405.1 COLLEGE SUPERVISION OF PERSONS WITH PRIOR FELONY
CONVICTIONS OR DISCIPLINARY DISMISSALS**

Date: 10/17/18

Page 1 of 2

Cross Reference:

Procedure 300 – Admissions

**Procedure 405.2 – Ex-Offender Felons in Health Care Related Terminal
Degree programs Requiring New York State Licensure to Practice**

Supersedes: Procedure 405.1 last revised 5/84

Area of Responsibility: Vice President for Student Success

A. Introduction

Genesee Community College is committed to equal opportunity in its enrollment procedures and educational programs. Persons who apply to Genesee Community College will not be denied the opportunity to enroll as a general applicant solely because of criminal history. State University of New York (SUNY) Policy #3200 prohibits SUNY (CAMPUS) admission applications from inquiring into an applicant's prior criminal history.

After acceptance, GCC shall inquire if the student previously has been convicted of a felony if such individual seeks 1) campus housing, 2) participation in clinical or field experiences (campus required/sponsored may include athletic/extracurricular activities), internships or 3) study abroad programs. The information required to be disclosed under SUNY policy regarding such convictions shall be reviewed by the Special Circumstance Advisory Committee consistent with legal standards articulated in New York State Corrections Law Article 23-A ([NYS Corrections Law Article 23-A](#)).

B. Factors to Be Considered:

1. The public policy of this state, as expressed in this act, to encourage the licensure and employment of persons previously convicted of one or more criminal offenses.
2. The specific duties and responsibilities necessarily related to the license or employment sought or held by the person.
3. The bearing, if any, the criminal offense or offenses for which the person was previously convicted will have on his/her fitness or ability to perform one or more such duties or responsibilities.
4. The time which has elapsed since the occurrence of the criminal offense or offenses.
5. The age of the person at the time of occurrence of the criminal offense or offenses.
6. The seriousness of the offense or offenses.
7. Any information produced by the person, or produced on his/her behalf, in regard to his rehabilitation and good conduct.
8. The legitimate interest of the public agency or private employer in protecting property and the safety and welfare of specific individuals or the general public.

C. Students must provide:

1. Official Criminal History Record from the NYS Division of Criminal Justice Services (or equivalent agency for another jurisdiction), to be obtained by the applicant.
2. Report(s) from the student's probation/parole officer (if applicable) and their contact information.
3. Personal references can be submitted at the student's discretion.

Information should be submitted to the Dean of Students Office as a complete packet.

The Special Circumstance Advisory Committee will convene to review submissions and provide a decision on complete packets within two weeks of receipt. It is the student's responsibility to ensure the timely submission of information, and failure to timely submit such information could delay or preclude participation in the covered activity.