

STUDENT CODE OF CONDUCT - Itasca Community College offers each student the freedom to learn and the freedom to enjoy college life in an orderly and lawful manner. In return, Itasca Community College expects every student to assume the obligation and responsibilities that accompany those freedoms. By enrollment at ICC, the student assumes the obligation and responsibility of conducting him/herself in accordance with reasonable and lawful requirements. Violations of these responsibilities may result in sanctions that can include warning, probation, suspension, or expulsion from the college.

Students have the right to establish their own personal life and behavior so long as they do not violate college regulations or interfere with the rights of others or the educational process. ICC has both the right and responsibility to protect members of its community from both physical harm and property damage.

Students, by their association with ICC, will abide by college conduct policies. This includes the Acceptable Use Policy for Campus Computing as well as residential hall conduct policies. However, this code of student conduct does not replace nor does it reduce any requirements of civil or criminal law imposed upon citizens as members of the larger community. Therefore, students who violate civil or criminal law may be subject to both legal and college sanctions for the same conduct when the conduct occurs off campus but is related to the college community.

Students may be held accountable for violations of the behaviors committed off campus when the violation is committed while participating in a college sanctioned or sponsored activity; or the victim of the violation is a member of the college community; or hazing is involved; or the violation adversely impacts the educational, research, or service of the college.

Examples of Violations

While it is not possible to define each instance of misconduct, the following examples are intended to convey offenses which might result in student conduct action:

- Violation of MnSCU Board of Trustees and college policies, rules or regulations.
- Violation of local, state or federal laws on college property or off-campus when the violation is directly related to the college community.
- Violations off-campus when it adversely affects the educational, research, or service functions of the college.
- Violations constituting a felony under state or federal law.
- Academic dishonesty including, but not limited to, cheating and plagiarism.
- Disruption by an individual or group in college operations or the rights of others to participate in college programs or services.
- Unauthorized entry into or use of the college facilities or equipment.
- Violation of student electronic mail rules and regulations.
- Alleged or actual criminal violence such as possession of weapons or incendiary devices. This could include theft, vandalism, or physical violence against property or another person.
- Possession, use, sale or distribution of alcoholic beverages and 3.2% malt liquor at Itasca Community College.
- Physical or psychological/emotional abuse including, but not limited to stalking, intimidation, or harassment.
- Hazing - an act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for

continued membership in, a group or organization. Disciplinary action can be taken against both individuals and organizations, with the officers of the organization serving as representatives during any hearing.

- Disorderly conduct on campus - threats, physical abuse, or harassment which threatens or endangers the health, safety or welfare of a member of the college community; breaching the peace; physically assaulting another; fighting; obstructing or disrupting teaching, research, administrative and public service functions; obstructing or disrupting disciplinary procedures or authorized college activities; or vandalism.

Sanctions

The college has the authority to impose sanctions for violations of the Student Code of Conduct. One or more of the following sanctions may be imposed:

- **Warning:** A warning is a written notice to students that their conduct has been inappropriate. The warning will note that future violations will result in more serious sanctions. The written warning will be placed in the student record.
- **Probation:** A probation period is a specified period of time during which students will have an opportunity to remediate their behavior. Students may be restricted from participation in college classes or activities. Additionally, students may be required to perform some type of work function or attend counseling sessions and complete follow-up recommendations.
- **Summary Suspension:** A suspension, not to exceed ten (10) school days, imposed without a formal hearing to ensure the safety and well-being of members of the college community.
- **Suspension:** Denial of the privilege of enrollment for a specified period of time after which the student is eligible to return. Conditions for re-admission may be specified.
- **Expulsion:** Permanent denial of the privilege of enrollment.

Investigation and Informal Process

Following the filing of an accusation against a student, the college shall conduct an investigation of the charges. If evidence suggests the accusation is unwarranted, the proceedings may be discontinued. If there is sufficient evidence to support the accusation, the accused student will have an opportunity to resolve the violation at an informal meeting with the Dean of Academic Affairs. Five (5) school days prior to this meeting, the student shall be given oral or written notice of the charges against him/her and of the evidence available to support the charge. If a mutually acceptable resolution cannot be reached during the informal meeting, including any applicable sanctions, the case shall be referred to the formal adjudication process.

Formal Hearing and Due Process Rights

The formal hearing panel, if one is necessary, will include three students (selected by the ICC Student Association), two faculty members and one support staff person selected by the ICC Provost. A college administrator, selected by the ICC Provost, will serve as facilitator. The student will be notified in writing at least five (5) school days prior to the hearing, of the time, place, and date of the formal hearing. The student's failure to appear at the hearing will not prevent the hearing from proceeding as scheduled.

At the time of the hearing, the student will be notified in writing of the charges, the evidence to be presented, a list of witnesses, and the nature of their testimony. The student may have an advisor present at the hearing. The advisor may not participate in the questioning, but may provide advice to the student during the proceeding. The student will be given the opportunity to speak in his/her defense and to question any witnesses. A written notice of findings and conclusions will be provided to the student within ten (10) school days after the hearing. The notice will inform the student of any sanctions to be imposed.

Appeal

The student will have the right to appeal the sanction imposed by the formal hearing panel to the Provost within ten (10) school days following the hearing. The Provost will have ten (10) school days to respond to the appeal. Students suspended for ten (10) or more days have the right to appeal the Provost's decision to an Administrative Law Judge at the Office of Administrative Hearings. The Administrative Law Judge will conduct a hearing and make a recommendation regarding the sanction to the President. The decision of the President will be final.

The following statement has been adopted by the college to ensure that all students have a safe and conducive learning environment. Students who do not follow this code of conduct may be reported to the Dean of Academic Affairs. The administration reserves the right to remove students from classes who do not adhere to the guidelines of this code of conduct statement:

“It is essential that instructors and students maintain a safe and mutually respectful environment in which they can teach and learn. Any student behavior that is threatening or distracting to instructors, students, or the learning experience is unacceptable and will not be tolerated at Itasca Community College.

Consequences for such unacceptable conduct may include a verbal reprimand, temporary or permanent removal from class, or expulsion from Itasca Community College.

Instructors have the right to request a meeting with the disruptive student and an administrator if they feel such a meeting is necessary. Students also have the right to ask for the attendance of another college employee at the meeting.”

Adopted by the ICC Faculty Association and Administration – February 2005