

Ch5-s5-02**Student Code of Conduct**

Responsible Authority:	Office of the Vice President Academic
Approval Authority:	Senior Team
Date First Approved:	2015-Feb-01
Date Last Reviewed:	2021-Nov-03
Mandatory Review Date:	2025-Nov-03

PURPOSE

The students, faculty, staff, and administration of Confederation College believe that academic integrity is central to the mission of the College. Commitment to academic integrity supports the mutual respect and learning that our community values. The Academic Integrity College Practice reflects these values.

Confederation College is committed to providing students with a supportive learning environment and to assisting students in achieving their learning and personal goals. These goals include academic achievement, personal development and individual self-discipline. The college requires each student to accept and respect behaviour standards that support this environment.

All students registered at Confederation College are members of the college community and as such enjoy certain rights and responsibilities. Other members of the college community include faculty, staff, administrators, guests such as public speakers and those who are employed by companies retained by the college to provide services to students on college property (i.e., cafeteria, bookstore, residence)

The Charter of Students' Rights and Responsibilities Policy (5-5-03) defines the standards of behaviour, both academic and non-academic, required of students while on college premises or attending college activity at any location.

The Academic Integrity Practice (5-5-01) defines the standards of behaviour for academic activities.

The Student Code of Conduct Practice identifies those non-academic behaviours which, if left unchallenged and unchecked, would disrupt the academic purposes of the College, make the campus less safe, diminish the dignity of individuals and groups, or erode essential freedoms. It applies specifically to students because the behaviours of other College community members are held to comparable standards of accountability by other statutes, policies, and contracts.

The practice applies to:

- students while they are engaged in college-related activities,
- activities that are not directly college-related but that are likely to violate the right of other college community members to a harassment-free and respectful educational or work environment,
- activities that are not directly college-related but that are likely to interfere with the achievement of the college's mission.

Disputes arising from a breach of the Student Code of Conduct Practice (5-5-02) or Charter of Students' Rights and Responsibilities Policy (5-5-03) are resolved through the Complaints Process (Non-Academic) (5-05-04).

Disputes arising from a breach of the Academic Integrity Practice (5-5-01) are resolved through the Academic Dispute Resolution Policy (5-1-02).

Nothing in this practice is intended as a method or excuse to suppress peaceful protest, civil debate, or lawful conduct, so long as that conduct is not prohibited by this practice.

Nothing in this practice shall abrogate the college's responsibility to reasonably accommodate the needs of students with disabilities.

SCOPE

This Policy applies to all students at the College. This Policy is intended to guide behaviour and support learning.

DEFINITIONS

Not applicable

POLICY

Confederation College aims to provide positive learning experiences and outcomes for all of our learners. As part of a student's learning they will be taught what Academic Integrity is and will be guided to understand expectations of avoiding Academic Dishonesty infractions. Actions of Academic Dishonesty will be addressed in our learning environment with the intent of supporting learning and defining boundaries on behalf of the faculty. Feedback to students in instances of Academic Dishonesty will be direct, fair and timely.

PROCEDURE

1. Student Responsibilities

Students are expected to conduct themselves in a way that supports the following values of the college:

- respect and courtesy,
- honesty and integrity,
- respect for law and justice,
- respect for democratic rights,
- academic and personal excellence.

Students are expected to demonstrate the following behaviours in both physical and virtual environments:

- 1.1 Abide by all relevant federal, provincial and municipal laws.
- 1.2 Conduct themselves in a manner that does not harm or threaten harm to the proper functioning of college courses, programs and activities, the rights, safety and well-being of members and guests of the college and/or the property of the college.
- 1.3 Abide by college policies, operating practices, procedures, regulation and rules.
- 1.4 Abide by reasonable instructions, given orally or in writing, by any college official authorized to secure compliance with such policies, operating procedures, regulations and rules
- 1.5 More specifically, students are prohibited from the following conduct:
 - 1.5.1. Assault or threat of assault or conspiracy to assault or threaten assault or verbal assault.
 - 1.5.2. Harassment or discrimination in contravention of the principles articulated in the Ontario Human Rights Code, Criminal Code of Canada, the Canadian Charter of Rights and Freedoms, the Human Rights College Policy and other policies and operating practices of the college.
 - 1.5.3. Fraud, theft, defacement or destruction of property.
 - 1.5.4. Unauthorized entry or trespassing.
 - 1.5.5. Being under the influence of alcohol while engaged in educational activities.
 - 1.5.6. Being under the influence of drugs other than those for medical purposes while engaged in educational activities.
 - 1.5.7. Behaviour or demeanor unsuitable or detrimental to the physical or virtual learning environment which infringes upon the rights of others.
 - 1.5.8 Using abusive or disrespectful language in any physical or virtual environment.
 - 1.5.9. Contravening any health and safety guidelines, directions and policies.
 - 1.5.10. Soliciting money on college property without college approval.
 - 1.5.11. Extending invitations for external speakers to present on college property without college approval.
 - 1.5.12. Misusing college documents, records or pieces of information.

2. College Rights and Responsibilities

The college retains the authority for upholding behavioural standards and maintaining college order. College staff will impose consequences in accordance with their responsibilities.

Whenever possible an educational approach will be taken to deal with inappropriate behavior by assisting the individual to understand why the behavior is inappropriate, how it impacts other people and the importance of taking responsibility for the consequences of their actions. This may be further addressed through restorative practice.

Examples of restorative practice include, but are not limited to:

Providing a service (College or Community)
Writing a letter of apology

Faculty and staff will document and submit to their immediate supervisor, occurrences of the following types of violations:

- aggressive behaviour,
- vandalism or destruction of property,
- harassment,
- any incident in which campus security or police were alerted.

Severe or recurring violations of behavioural standards may result in the removal of a student from a course or program. Removal from a course or a program may take different forms. Certain conditions may be applied to a student in order to remain in class. Removal and conditions are defined as:

2.1 Behaviour Contract

A written agreement between a student and the professor, Program Coordinator, Associate Dean, Program Manager, or Dean specifying conditions which must be met and adhered to by the student in return for admission to class, placement, program or other college approved activity. These terms may include requiring the student to obtain a physical or mental health evaluation. Failure to sign the contract will result in suspension from class, placement, program or other college approved activity. Failure to meet the terms of the contract will result in further conditions of continuance, suspension or expulsion from class, placement, program or other college approved activity. A behaviour contract may be used in conjunction with academic probation.

Repeat or flagrant violations of behavioural criteria may require referral to the appropriate student support services, e.g. college counsellors, Health Nurse, Learning Centre, etc. The college reserves the right in exceptional circumstances to require a psychological and/or medical assessment/examination as a condition of continued enrolment. Prior to imposing this requirement, the student will be informed of the reasons for this request and given the opportunity to respond.

2.2 Restitution Order

An order to a student, from a college representative, requiring compensation to the college, a member of the college community or any other affected party for willful damage.

2.3 Temporary Dismissal

The Professor or college representative directs a student to leave the learning environment. Temporary dismissals are for a limited duration and usually result from a serious or multiple breaches of the Student Code of Conduct. A temporary dismissal may be supported by a no-trespass order. In cases of temporary dismissals, where repeat offences occur, the student may be suspended or expelled from the course or program.

2.4 Suspension

The Associate Dean, Program Manager or Dean advises the student of removal from course(s) / program for a period not less than the end of the current semester in which the student is enrolled. Suspension usually results in automatic failing grades in all courses in which the student is registered, and no fees are refunded for that semester. A suspension may be supported by a no-trespass order.

The Associate Dean, Program Manager or Dean may choose to suspend a student pending investigation of an incident. If an investigation shows a student is not at fault, full academic restitution will be made.

2.5 Expulsion

A permanent removal of a student from the college-learning environment by the Vice President Academic. An expulsion may be supported by a no-trespass order. Expulsion from the learning environment may result in expulsion from residence without refund.

2.6 Notification of Authorities

In cases where there are violations of the Criminal Code or other statutes, the appropriate authorities may be contacted.

SUPPORTING DOCUMENTATION

N/A

RELATED POLICIES

Ch5-s5-01 Academic Integrity Practice

Ch5-s5-03 Charter of Students' Rights and Responsibilities Policy

RELATED MATERIALS

Banner Academic Integrity Tracking tool

Online learning module designed to define academic integrity infractions for students.