

Procedure Title	Student Code of Conduct Procedure
Procedure Holder	Office of the Vice President Academic
Procedure Approver(s)	Senior Team
Related Policies	Ch5-s5-01 Academic Integrity Policy Ch5-s5-03 Charter of Students’ Rights and Responsibilities Policy Ch5-s5-04 Student Complaints Policy (Non-Academic)
Related Procedures	Ch5-s5-01 Academic Integrity Procedure Ch5-s5-04 Student Complaints Procedure (Non-Academic)
Appendices	
Storage Location	Website - https://www.confederationcollege.ca/policies-and-procedures
Effective Date	2025-Feb-01
Next Review Date	2030-Feb-01

Purpose

The Student Code of Conduct Policy 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. Disputes arising from a breach of the Student Code of Conduct (5-5-02) or Charter of Students’ Rights and Responsibilities (5-5-03) are resolved through the Student Complaints Resolution Process (Non-Academic) (5-05-04). This Procedure outlines how students, faculty and staff would address a violation of the Student Code of Conduct.

Scope

This Procedure applies to all students, faculty and staff at the College.

Definitions

Behaviour Contract

A written agreement between a student and the professor, Program Coordinator, Associate Dean, Program Manager, and/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.

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.

Notification of Authorities

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

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.

Restorative Practice

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

- providing a service (College or Community), and/or
- writing a letter of apology,
- participating in a facilitated talking circle to promote accountability, healing, and community restoration.

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.

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.

Governing Laws and Regulations

n/a

Procedure Statements

1. Identifying student behaviour that violates the Student Code of Conduct

- 1.1. Staff members of the College who identify a breach will submit a summary of the occurrence to their supervisor.
- 1.2. The supervisor will then contact the Associate Dean/Director of the student to determine appropriate next steps.
- 1.3. Appropriate next steps may include the following:
 - 1.3.1. Implementing a behavioural contract;
 - 1.3.2. Removal from a course;
 - 1.3.3. Removal from a program;
 - 1.3.4. Expulsion from the College.

Non-Compliance

It is the responsibility of the entire College community to uphold the standards presented in this policy. Failure to do so would impact success of our students, faculty and staff.

Revision History

Version	Change	Author	Date of Change
2025-02-01	APAC – RGemmill	RGemmill	2024-11