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| SOUTHWESTERN<br>COMMUNITY COLLEGE | STUDENT SERVICES<br><b>STANDARDS OF STUDENT CONDUCT</b> | Policy<br>6.03.02 |
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The College makes every effort to maintain a safe and orderly educational environment for students and staff. Therefore, when, in the judgment of College officials, a student's conduct disrupts or threatens to disrupt the College community, appropriate disciplinary action will be taken to restore and protect the sanctity of the community.

Students are expected to conduct themselves in accordance with generally accepted standards of scholarship and morality. The purpose of these standards is not to restrict student rights but to protect the rights of individuals in their academic pursuits.

The following regulation set forth offenses for which disciplinary proceedings may be initiated. Violation of one or more of the following regulations may result in one of the sanctions described in 6.03.02.01 - Discipline and Appeal Procedures for Academic-Related Violations and/or 6.03.02.02 – Discipline and Appeal Procedures for Non-Academic Related Violations.

#### **A. Academic-Related Violations**

1. **Plagiarism** – The intentional theft or unacknowledged use of another's work or ideas. Plagiarism includes, but is not limited to: a) paraphrasing or summarizing another's words or works without proper acknowledgement; b) using direct quotes of material without proper acknowledgment; or c) purchasing or using a paper or presentation written or produced by another person. If a student is uncertain about what constitutes plagiarism, he/she should discuss with the class instructor.
2. **Cheating** – Using notes or other material on an exam without permission from the class instructor; receiving information from another student during an exam; obtaining a copy of an exam or questions from an exam prior to taking the exam; submitting some else's work as one's one; or having someone take one's exam and submitting it as his/her own.
3. **Aiding Acts of Academic Dishonesty** – Providing information to another student and knows or reasonably should have known that the student intends to use the information for cheating or other deceptive purposes.
4. **Violations of Normal Classroom Behavior** – Not complying with reasonable rules issued by an instructor, showing disrespect to others, causing disruption in the classroom or not abiding by professional conduct.

#### **B. Non-Academic Related Violations**

1. **Theft and Property Damage** – Students shall not steal or damage the property of another individual or of the College. Students who are caught stealing or damaging said property will be required to make restitution and may be eligible for civil or criminal prosecution as well as College discipline.
2. **Trespass** – Students are trespassing if in an unauthorized area of the College campus; presence on the College campus after closing hours (without permission); or remain on the College campus after having been directed to leave by a College official.

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3. **Drugs and Alcohol** – Students shall not possess or consume alcoholic beverages or be in a state of intoxication on the College campus or at College-sponsored or supervised functions off campus or in College-owned vehicles. Students shall not manufacture, possess, use or distribute any illegal drugs, except as expressly permitted by law. Impairment is not an excuse for violation of other Standards of Student Conduct. (See Policy 6.03.04 – Student Drug-Free College)
4. **Lewd and Indecent Behavior** – Students shall not engage in lewd or indecent behavior, including public physical or verbal action or distribution of obscene or libelous written material.
5. **Mental/Physical Abuse** – Students shall not mentally or physically abuse any person on the College premises or at a College-supervised function, including verbal or physical actions which threaten or endanger the health or safety of any such persons or which promote hatred or racial prejudice.
6. **Assault** – Students shall not assault or threaten to assault another person for any reason whatsoever. Assault includes a demonstration of force, unlawful physical touching or striking.
7. **Discrimination, harassment, and sexual violence.**
8. **Stalking** – Student shall not engage in a course of conduct directed to a specific person that would cause a reasonable person to fear for his/her safety or the safety of others or suffer substantial emotional distress by placing that person in fear of death, bodily injury or continued harassment.
9. **Communicating Threats** – Student shall not verbally, in writing, through a third party or by any other means threaten to physically injure another person or that person's child, sibling, spouse or dependent of willfully threaten to damage the property of another.
10. **Bullying** – Students shall not intimidate or threaten with harm any other individual. Bullying is defined as any pattern of gestures or written, electronic or verbal communications or any physical act or any threatening communication that takes place on the College premises or at any College sponsored function that: (a) places a person in actual and reasonable fear of harm to his or her property; or (b) creates or is certain to create a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits or a College's employees ability to perform the essential functions of his/her job.
11. **Threats** – Student shall not engage in any behavior that constitutes a clear and present danger to the physical and/or emotional well-being of the student and/or other students, faculty and staff.
12. **Disorderly Conduct and Disruption** – Students shall not obstruct or disrupt any teaching, research, administration or disciplinary proceedings,

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or other College activities, including public service functions, and other duly authorized activities on or off College premises. Students shall not occupy or seize, in any manner, College property, a College facility or any portion thereof for a use inconsistent with prescribed, customary, or authorized use. Students shall not participate in or conduct an assembly, demonstration or gathering in a manner which threatens or causes injury to person or property; which interferes with free access to, ingress or egress of College facilities; which is harmful, obstructive or disruptive to the educational process or institutional functions of the College; hold rallies, demonstrations, or any other forms of public gathering without prior approval of the College (See Policy 3.03.08 – Free Speech & 3.03.08.01 - Free Speech Procedure); remain at the scene of such an assembly after being asked to leave by a representative of the College staff.

13. **Possession of Weapons** – Student may not have a weapon of any kind, including a knife, stun gun or any firearm in their possession on campus or at any College-affiliated activities or events except handguns as allowed by N.C.G.S. § 14-269.4. Handguns are permitted under these circumstances: a) the person has a concealed handgun permit that is lawfully issued; b) the handgun is in a closed compartment or container within the person’s locked vehicle; c) a person may unlock the vehicle to enter or exit the vehicle provided the handgun remains in the closed compartment at all times; and d) the vehicle is locked at all times. (See Policy 4.03.09 – Weapons on Campus).
14. **Tampering with Fire Alarms** - Setting off a fire alarm or using or tampering with any fire safety equipment, except with reasonable belief in the need for such alarm or equipment.
15. **Gambling** – Students may not gamble on campus or at any College-affiliated activities or events.
16. **Use of Tobacco** – Student may not use tobacco of any form or e-cigarettes on campus or at any College-affiliated activities or events.
17. **Traffic Violations** - Violation of College regulations regarding the operation and parking of motor vehicles. (See Policy 7.03.03 – Traffic Regulations)
18. **False Information** – Students shall not present to the College or its employees false information; neither may they knowingly withhold information which may have an effect on their enrollment or their status with the College.
19. **Disobedience / Insubordination** - Failure to comply with instructions of College officials acting in performance of their duties and failing to adhere to the terms of any discipline action.

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20. **Financial Impropriety** – Financial irresponsibility such as failure to pay College-levied fines, failure to repay College-funded loans, misuse or failure to properly account for club or student organization funds, or the passing of worthless checks, drafts or orders to College officials. A student’s failure to pay the College the amount due on a check, draft or order, on or before the fifth class day after the day the Business Office sends written notice that the student has rightfully refused payment on the check, draft or order, is prima facie evidence that the student intended to defraud the College.
21. **Public Laws** – Violations of any federal, state or local laws occurring while on campus may lead to legal actions as well as compass discipline. Violations of federal, state or local laws occurring off campus may result in disciplinary action if the student’s continued presence on campus constitutes a threat to the safety and order of the campus.
22. **Failure to Report Criminal Activity** - Failure to inform the college, in writing, within five (5) days after he or she is convicted for violation of any federal, state, or local criminal drug statue or alcoholic beverage control statute where such violation occurred while on college premises or as part of any college-sponsored activity.
23. **Unauthorized Access to College Records** – Students may not access, view, copy or change official College records without expressed authority to do so.
24. **Animals on Campus** – Student may not have an animal of any kind on campus. This includes animals left within a vehicle. Service animals are permitted and any student with a service animal should report the use of a service animal to the College’s Disability Services Coordinator.
25. **Use of the Internet** – Students are prohibited from engaging in any activities prohibited under the Internet Use Agreement. (See Policy 4.05.01 – Computer Resources, Internet and Network Acceptable Use)
26. **Use of Social Media** - Students should obey their social media platforms terms’ of use. Students may not make, or cause to be made, communications (including electronically or through social media) to another person in any manner likely to seriously annoy or cause alarm. Social media may not be used to breech privacy, discriminate or harass. Students may not make, transmit, or attempt to transmit audio or video of any person(s) on College property where there is an explicit expectation of privacy. Any posts or tweets deemed inappropriate on a College social web site or blog will be deleted immediately and may result in having access to the site blocked permanently.

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Cross Reference: 3.03.08 – Free Speech;  
4.03.09 – Weapons on Campus;  
4.05.01 – Computer Resources, Internet and Network Acceptable Use;  
6.03.01 – Campus Safety Reporting – Clery Act;  
6.03.03 – Discrimination and Unlawful Harassment;  
6.03.04 – Student Drug-Free College;  
6.03.06 – Student Conduct Review;  
7.03.03 – Traffic Regulations; Administrative Procedures  
6.03.02.01 - Discipline and Appeal Procedures for Academic-Related  
Violations;  
6.03.02.02 – Discipline and Appeal Procedures for Non-Academic Related  
Violations

Adopted: April 2011

Revised: October 28, 2014  
July 28, 2015