

4-13 College of The Albemarle's Student Code of Conduct

All students, faculty, staff and visitors at the College are expected at all times to maintain an environment that is conducive to the educational process. The Student Code of Conduct provides guidance to students, faculty and staff in regards to acceptable behavior on campus and at college sponsored events. COA expects its students to conduct themselves in a manner that is not disruptive to the student learning process or environment.

Faculty and staff members are reminded it is their first responsibility to take such actions as are necessary to educate students in a proactive manner and facilitate "teachable moments" when appropriate. However, when situations occur, faculty and staff must use responsible approaches to avoid or eliminate disruptive, aggravating, difficult, or dangerous situations. Argumentative and threatening statements shall not be made. No action should be taken which is prejudicial to the rights of the student or which may restrict the course of action that may later be taken by the college.

Statement of Expectation

All college students are considered to be mature individuals. Their conduct, both on and off campus, is expected to be that of responsible adults in public places. Common courtesy and cooperation are the basic rules for conduct at the college. Students are required to know and follow all college regulations, including the conduct listed in the Policy and Procedure Manual under **Prohibited Conduct** (Policy 4-13).

When violations of the Student Code of Conduct occur, the college will act appropriately. Faculty should promptly report to the Vice President, Student Success and Enrollment Management (VPSSEM) whenever they have removed a student from their classroom, even on a temporary basis.

4-20 Academic Integrity Policy

Academic integrity refers to the principles and values involved in the performance of academic work. It is fundamental to the learning process. Without an honest, participative role in one's own education, learning does not take place.

Students attending College of The Albemarle are expected to adhere to the highest ethical standards of college students. The college takes measures to help guide students towards acceptable academic practices. Academic integrity violations can result in penalties such as remediation, failure of an assignment, failure of a course, or removal from the institution. There is no "statute of limitations" on violations of the cheating portion of this policy, meaning that students may be subject to disciplinary action any time that the cheating is discovered. (Please see Policy 4-20 for more details).

Authority for Disciplinary Action

All faculty and staff have the authority to give verbal warning or directions to any students whose conduct violates the Student Code of Conduct. Faculty have the authority to ask a student to leave class on a temporary basis, up to two class days, due to behavior that violates the Student Code of Conduct. In addition, faculty may permanently remove a student from a course with the approval of the VPSSEM in consultation with the Program Director or Division Chair. When a student violates provisions in a Program handbook, Program Directors or Division Chairs have the authority to dismiss a student from the program.

Sanctions for violating the Student Code of Conduct or other college policies will be imposed against students under the discretion of the VPSSEM or Designee. The VPSSEM or designee is responsible for all institutional sanctions. The VPSSEM or designee may add additional sanctions in addition to faculty/classroom sanctions.

In cases in which a behavior violates any federal, state, or local law the Director of Campus Safety and Security may notify local law enforcement and/or seek criminal charges.

I, _____, have read and discussed the rules for the COA Disciplinary Policy. I understand

Print Student Name

that I agree to follow this Policy. If I do not, I may be subject to disciplinary action from this and all COA classes.

Student

Parent

Date