

ST. CLAIR COUNTY COMMUNITY COLLEGE
POLICY AND PROCEDURE

Name: Student Code of Conduct
Revised Date: 8/24/2015
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1.0 INTRODUCTION

1.1 DEFINITION of Student Code of Conduct

Policy and procedures apply to any student who attends St. Clair County Community College.

A. Code of Conduct Expectations and Prohibitions – Exhibit A

1.2 PURPOSE

The purpose of this procedure is to demonstrate how the Student Code of Conduct policy will be implemented. This procedure will both identify and establish how SC4 faculty and staff are to report students who may be in violation of the student code of conduct as soon as a problem is identified.

1.3 SCOPE

This procedure shall apply to all students at the college.

1.4 RESPONSIBILITY

It is the responsibility of the Vice President of Student Services to ensure that this procedure is followed and updated as needed.

1.5 POLICY STATEMENT

State and federal laws ensure certain codes of conduct are adhered to in the community, and HLC further mandates compliance with various educational statutes ensuring acceptable student behaviors and codes of acceptable conduct on campus.

It is the faculty and staff member's responsibility to act in a reasonable manner to identify potential violations in the student code of conduct and to act in a timely fashion while making the appropriate referral and notifying identified college personnel in order to ensure compliance to standards established by the college as noted under the "Student Code of Conduct Expectations and Prohibitions - Exhibit A."

2.0 PROCEDURE

2.1 GENERAL EXPECTATIONS

Faculty and staff will follow the procedures outlined below for the Student Code of Conduct for students who may be in violation.

2.2 REPORTING A STUDENT CODE OF CONDUCT VIOLATION

A. Guidelines for Code of Conduct Violations Reporting and Action – Exhibit B

2.3 DUE PROCESS HEARING

A. Due Process Hearing Procedures – Exhibit C

2.3 DUE PROCESS RESOLUTION

A. Timetable of Due Process Resolution Procedure – Exhibit D

B. Student Dispute of Alleged Violation and/or Disciplinary Action – Exhibit E

C. College Personnel Alleged Violation Report – Exhibit F

D. Judicial Board of the College Formal Hearing Due Process – Exhibit G

E. Judicial Board of the College Formal Hearing Ballot – Exhibit H