The Board views college-level students as adults who subscribe to a basic standard of conduct, which requires that they not violate any municipal, state or federal laws. Furthermore, no student may disrupt or otherwise interfere with any educational activity or fellow students’ right to pursue academic goals to the fullest in an atmosphere appropriate to a community of scholars.

Any student failing to abide by appropriate standards of conduct during scheduled College District activities may be subject to disciplinary action. Students suspected of violating the Student Code of Conduct will be subject to the disciplinary process. Students have the right to due process. Violations of the Student Code of Conduct include, but are not limited to, infractions related to bullying, smoking, drug-free school, scholastic dishonesty, misuse of electronic devices, disruptive behavior, threatening behavior, organizational discipline, and general student conduct. For detailed information regarding violations of the Student Code of Conduct and the disciplinary and appeal process and penalties, consult the Student Code of Conduct and Discipline Procedures.

DEFINITIONS

Definitions of terms used in this policy shall be as follows.

“STUDENT”
A “student” shall mean one who is currently enrolled in the College District. These policies and regulations shall also apply to any prospective or former student who has been accepted for admission or readmission to any component institution while he or she is on the premises of any component institution.

“PREMISES”
The “premises” of the College District is defined as all real property over which the College District has possession and control.

“SCHOLASTIC DISHONESTY”
“Scholastic dishonesty” shall include, but not be limited to, cheating, plagiarism, and collusion.

“Cheating” shall include, but shall not be limited to:

1. Copying from another student’s test or class work;
2. Using test materials not authorized by the person administering the test;
3. Collaborating with or seeking aid from another student during a test without permission from the test administrator;
4. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test, paper, or another assignment;
5. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test;

6. Substituting for another student, or permitting another student to substitute for one's self, to take a test;

7. Bribing another person to obtain an unadministered test or information about an unadministered test; or

8. Manipulating a test, assignment, or final course grades.

"Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work.

"Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

Scholastic dishonesty shall also include fraud, unethical conduct, or intentional misconduct by administrators, faculty, staff or students, including but not limited to the falsification or unauthorized altering of information of a student record (including information in an official student information system).

"DISORDERLY CONDUCT"

"Disorderly conduct" shall include any of the following activities occurring on premises owned or controlled by the College District:

1. Behavior of a boisterous and tumultuous character such that there is a clear and present danger of alarming persons where no legitimate reason for alarm exists.

2. Interference with the peaceful and lawful conduct of persons under circumstances in which there is reason to believe that such conduct will cause or provoke a disturbance.

3. Violent and forceful behavior at any time such that there is a clear and present danger that free movement of other persons will be impaired.

4. Behavior involving personal abuse or assault when such behavior creates a clear and present danger of causing assaults or fights.

5. Violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct under circumstances in which there is reason to believe that such conduct will cause or provoke a disturbance.

6. Willful and malicious behavior that interrupts the speaker of any lawful assembly or impairs the lawful right of others to
participate effectively in such assembly or meeting when there is reason to believe that such conduct will cause or pro-
voke a disturbance.

7. Willful and malicious behavior that obstructs or causes the obstruc-
tion of any doorway, hall, or any other passageway in a College District building to such an extent that the employ-
ees, officers, and other persons, including visitors, having business with the College District are denied entrance into, exit from, or free passage in such building.

RESPONSIBILITY

Each student shall be charged with notice and knowledge of, and shall be required to comply with, the contents and provisions of the College District’s policies, procedures, handbooks, rules and regu-
lations concerning student conduct.

All students shall obey the law, show respect for properly constitu-
ed authority, and observe correct standards of conduct. Each stu-
dent shall be expected to:

Demonstrate courtesy, even when others do not;

Behave in a responsible manner, always exercising self-discipline;

Attend all classes, regularly and on time;

Prepare for each class and take appropriate materials and assign-
ments to class;

Obey all classroom rules;

Respect the rights and privileges of students, faculty, and other College District staff and volunteers;

Respect the property of others, including College District property and facilities; and

Cooperate with and assist the College District staff in maintaining safety, order, and discipline.

PROHIBITED STUDENT CONDUCT

In addition to activities prohibited by law (See FLB), the following types of behavior shall be prohibited:

1. Violations of federal, state, or local law or College District pol-
cies, procedures, or rules, including the student handbook and/or Student Code of Conduct and Discipline Procedure.

2. Possession, distribution, sale, or use of firearms or other pro-
hibited weapons without prior approval. [See FLBF]
3. The use, possession, control, manufacture, transmission, or sale, or being under the influence, of a drug or narcotic, as those terms are defined by the Texas Controlled Substances Act, or other prohibited substances described in FLBD, unless under the direction of a physician.

4. The use, possession, control, manufacture, transmission, or sale of paraphernalia related to any prohibited substance.

5. The use, possession, control, manufacture, transmission, or sale, or being under the influence, of alcohol or other intoxicating beverage without the permission of the College District.

6. Owing a monetary debt to the College District that is considered delinquent or writing an “insufficient funds” check to the College District. Appropriate personnel at a College District may be designated by College District officials to notify students of dishonored checks, library fines, nonpayment of loans, and similar debts. Such personnel may temporarily block admission or readmission of a student until the matter is resolved. If the matter is not settled within a reasonable time, such personnel shall refer the matter to the Vice Chancellor of Student Services for appropriate action. Such referral does not prevent or suspend proceeding with other appropriate civil or criminal remedies by College District personnel.

7. “Disorderly conduct,” as defined above, or disruptive behavior.

8. Threatening another person, including a student or employee.

9. Intentionally, knowingly, or negligently causing physical harm to any person.

10. Engaging in conduct that constitutes harassment, including sexual harassment and sexual misconduct, bullying, or dating violence directed toward another person, including a student or employee. [See DIA, FFD, and FFE as appropriate]

11. Hazing with or without the consent of a student. [See FLBC]

12. Initiations by organizations that include features that are dangerous, harmful, or degrading to the student, a violation of which also renders the organization subject to appropriate discipline.

13. Endangering the health or safety of members of the College District community or visitors to the premises.

14. Intentionally, knowingly, or negligently defacing, damaging, misusing, or destroying College District property or property owned by others.
15. Stealing from the College District or others.

16. Failure to comply with directives given by College District personnel.

17. Failure to provide identification when requested to do so by College District personnel.

18. Possession or use of tobacco products on College District premises without authorization. "E-cigarette" means an electronic cigarette or any other device that simulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine or other substances to the individual inhaling from the device. The term does not include a prescription medical device unrelated to the cessation of smoking. The term includes:
   a. A device described by this definition regardless of whether the device is manufactured, distributed, or sold as an e-cigarette, e-cigar, or e-pipe or under another product name or description; and
   b. A component, part, or accessory for the device, regardless of whether the component, part, or accessory is sold separately from the device.

19. Violating policies, rules, or agreements signed by the student regarding the use of technology resources.

20. Attempting to access or circumvent passwords or other security-related information of the College District, students, or employees or uploading or creating computer viruses.

21. Attempting to alter, destroy, or disable College District technology resources including but not limited to computers and related equipment, College District data, the data of others, or other networks connected to the College District’s system.

22. Using the Internet or other electronic communications to threaten or harass College District students, employees, or volunteers.

23. Sending, posting, or possessing electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal.

24. Using e-mail or websites to engage in or encourage illegal behavior or threaten the safety of the College District, students, employees, or visitors.
25. Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten the safety of the College District, students, employees, or visitors.

**DISHONESTY**

26. Scholastic dishonesty, as defined above.

27. Making false accusations or perpetrating hoaxes regarding the safety of the College District, students, employees, or visitors.

28. Intentionally or knowingly providing false information to the College District.

29. Intentionally or knowingly falsifying records, passes, or other College District-related documents.

**GAMBLING**

30. Gambling.

**OTHER CONDUCT**

31. Engaging in any conduct that College District officials might reasonably believe will substantially disrupt the College District program or incite violence including offenses outlined in the Student Code of Conduct and Discipline Procedures.

**DISCIPLINE**

A student shall be subject to discipline, including suspension, if the student violates this policy:

1. While on College District premises;

2. While attending a College District activity; or

3. While elsewhere if the behavior adversely impacts the educational environment or otherwise interferes with the College District’s operations or objectives.

A “violation” means an act or omission that is contrary to a published College District regulation, procedure, handbook, rule, or policy.

**PUBLICATION**

The student conduct rules contained in this policy and any other conduct rules of the College District developed by the Chancellor shall be published in the student handbook and/or the Student Code of Conduct and Discipline Procedures.

**PENALTIES FOR STUDENT MISCONDUCT**

A student shall be subject to discipline for violations of College District policies and procedures, including the Student Code of Conduct and Discipline Procedures. If a student commits an infraction
or engages in misconduct, the College District may impose one or more of the following penalties:

1. **Warning** - A verbal or written warning to the student following a rule violation. Repetition of such misconduct may result in more severe disciplinary action.

2. **Restitution** - Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.

3. **Scholastic penalties** –
   a. **Withholding of Transcript or Degree**: Imposed upon a student who fails to pay a debt owed the college or who has a disciplinary case pending final disposition. The penalty terminates on payment of the debt or final disposition of the case.
   b. **Denial of Degree**: Imposed on a student found guilty of scholastic dishonesty and can be imposed for any length of time, up to and including permanent denial.

4. **Disciplinary Probation** - The placing of a student on notice that continued infraction of regulations may result in suspension or expulsion from the College District. Disciplinary probation may include restrictions on a student's rights and privileges or required counseling. Disciplinary probation can be imposed for any length of time up to one calendar year and the student will be automatically removed from probation when the imposed period expires. Failure to fulfill the terms of the probation may lead to suspension or expulsion.

5. **Suspension**:  
   a. **From the College**: Forced withdrawal from the College District for any length of time up to one calendar year. Suspension prohibits, during the period of suspension, the student from being initiated into an honorary or service organization; from entering the College campus except in response to an official summons; and from registering, either for credit or for non-credit, for scholastic work at or through the college.
   b. **Of Rights and Privileges**: Limitations or restrictions to fit the particular case.
   c. **From Activities**: The student is prohibited from joining a registered student organization, taking part in a registered student organization’s activities or attending its
meetings or functions, or participating in an official co-curricular activity. Such suspension can be imposed for any length of time up to one calendar year.

6. Expulsion - Permanent forced withdrawal from the College District. A student receiving disciplinary expulsion shall have the action noted in the student's permanent record.

SUSPENDED OR EXPELLED STUDENTS

No former student who has been suspended or expelled from the College District for disciplinary reasons shall be permitted on the campus or other facilities of the College District, initiated into an honorary or service organization, or permitted to receive credit for academic work done in residence or by correspondence or extension during the period of suspension or expulsion without the prior written approval of the Chancellor or a designated representative.

DISCIPLINARY RECORD

The College District shall maintain for every student alleged or determined to have committed misconduct at the College District, a disciplinary record that shall reflect the charge, the disposition of the charge, the sanction assessed, if any, and any other pertinent information. The disciplinary record shall be separate from the student's academic record and shall be treated as confidential; the contents shall not be revealed except on request of the student or in accordance with applicable state or federal laws.

The disciplinary record shall be maintained permanently in the event that a student is expelled or subject to an extended suspension. In all other cases, the disciplinary record shall be maintained in accordance with the College District's record retention schedule.