



Common Student Code of Conduct Statements

General Regulations of the College

Students are expected to conduct themselves in a responsible manner both on and off campus and to maintain a high standard of moral conduct.

Students are expected to manifest attributes required of good citizens, both within and outside the boundaries of the college: respect for order, morality, personal honor, and the rights of others.

It is understood that students who enroll at Otero Junior College will assume the responsibilities involved by adhering to the regulations of the college.

Otero Junior College and the Colorado Community College System Common Student Code of Conduct Statements

Conduct that violates student rights and freedoms and is subject to disciplinary action includes, but is not limited to:

1. Academic Misconduct:

Plagiarizing, cheating, or committing any other form of academic misconduct including, but not limited to, unauthorized collaboration, falsification of information, and/or helping someone else violate reasonable standards for academic behavior. Students who engage in any type of academic dishonesty are subject to both academic consequences as determined by the instructor and to disciplinary action as outlined in the Otero Junior College disciplinary procedures.

2. Disruptive Behavior:

Engaging in any disruptive behavior that negatively affects or impedes teaching or learning (regardless of mode of delivery or class setting); or disrupts the general operation of the college.

3. Deceitful Acts:

Engaging in deceitful acts, including, but not limited to: forgery, falsification, alteration, misrepresentation, non-disclosure, or misuse of documents, records, identification and/or educational materials.

4. Conduct that is Detrimental to College or to Safety:

Conduct that is deemed detrimental, harmful and/or damaging to the college and/or that jeopardizes the safety of others as determined by the Vice President of Student Services. Examples include, but are not limited to, slamming doors, throwing chairs, and/or defacing of college property, or property of others.

5. Physical/Non-physical Abuse:

- Physical abuse or conduct that threatens or endangers another person's health or safety.
- Non-physical abuse, threats, intimidation, coercion, influence, or any unwelcome conduct in any form that is sufficiently severe, pervasive or persistent that it alters the conditions of the learning environment or employment.
- Knowingly falsifying, publishing or distributing, in any form, material that tends to impeach the honesty, integrity, virtue or reputation of another person.

6. Harassment and/or Discrimination:

Discrimination or harassment on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion or sexual orientation.

7. Sexual Misconduct:

Sexual misconduct offenses include, but are not limited to sexual harassment, non-consensual sexual contact (or attempts to commit same), Non-Consensual Sexual Intercourse (or attempts to commit same), and/or Sexual Exploitation. (See SP 4-120a for more information: <http://www.cccs.edu/SBCCOE/Policies/SP/PDF/SP4-120a.pdf>)

8. Weapons:

Possession or distribution of any unauthorized firearms, ammunition, explosives, fireworks and/or other dangerous weapons (or chemicals/flammable liquids) or use/threat of use of any instrument (including, but not limited to paint ball guns, pellet guns, air soft guns, bow and arrows, knives) as a weapon to intimidate, harass, or cause harm to others.

9. Narcotics/Alcohol:

Use, being under the influence, manufacturing, possession, cultivating, distribution, purchase, or sale of alcohol and/or drugs (illegal and/or dangerous or controlled substance) and/or alcohol/drug paraphernalia while on college owned or college controlled property, and/or at any function authorized or supervised by the college and/or in state owned or leased vehicles.

Note: Although possession and use of marijuana consistent with the requirements of the Colorado Constitution is no longer a crime in the State of Colorado, the possession and use of marijuana remains illegal under federal law. Consistent with federal law, including the Controlled Substances Act and the Drug Free Schools and Communities Act, the use and/or possession of marijuana continues to be prohibited while a student is on college owned or college controlled property, and/or any function authorized or supervised by the college and/or in state owned or leased vehicles.

10. Dress Code:

Dress or personal hygiene that fails to meet the established safety or health standards of specific classes or activities offered by the college.

11. Leaving Children Unattended:

Leaving children unattended or unsupervised in campus buildings or on campus grounds unless enrolled or participating in authorized campus activities.

12. Violation of Laws, Directives, and Signage:

Violating any municipal, county, state or federal law that adversely impacts the conditions of the educational or employment environment.

Violations of college traffic and parking rules, regulations, or signage.

Damage to or falsely using fire alarms and/or fire extinguishers.

Creating an intentional obstruction that unreasonably interferes with freedom of movement, either pedestrian or vehicular. This includes, but is not limited to leading or inciting to disrupt college activities. Failure to comply with the lawful directives of College employees acting within the scope of their duties, including those directives issued by a College administrator to ensure the safety and well being of others.

Violations of college policies, protocols, procedures or signage.

13. Illegal Gambling:

Participation in illegal gambling activities on college owned or college controlled property, and/or any function authorized or supervised by the college and/or in state owned or leased vehicles.

14. Unauthorized Entry and/or Unauthorized Possession:

Entry into, or use of any building, room, or other college-owned or college-controlled property, grounds, or activities without authorized approval. This also includes, but is not limited to the unauthorized possession, duplication or use of college keys, lock combinations, access codes, and access cards and/or credentials and/or propping open or tampering with doors/windows.

15. Unacceptable Use of College Equipment, Network or System:

Unacceptable uses of any college-owned or operated equipment, network or system including, but not limited to: knowingly spreading computer viruses; reposting personal communications without author's consent; copying protected materials; using the network for financial or personal gain, commercial activity, or illegal activity; accessing the network using another individual's account; unauthorized downloading/uploading software and/or digital video or music; downloading/uploading, viewing or displaying pornographic content, or any other attempt to compromise network integrity.

16. Unauthorized Pets/Animals:

Possession of any unauthorized pet or animal, excluding trained service and/or assistance animals, while on college-owned or college-controlled property.

17. Tampering with Student Organization, Election, or Vote:

Tampering with the process of any college recognized student organization, election or vote.

18. Group or Organization Conduct:

Students who are members of a college recognized student organization or group and commit a violation of SCOC may be accountable both as an individual and as a member of the student organization.

19. Abuse of the Student Disciplinary and/or Grievance Procedure:

Abuse of the Student Disciplinary and/or Grievance Procedure includes, but is not limited to the following:

- Disruption or interference with the orderly conduct of the student disciplinary / grievance procedure.
- Falsification, distortion, or misrepresentation, or knowingly pursuing malicious, frivolous, or fraudulent charges.
- Attempting to discourage an individual's proper participation in, or use of, the student disciplinary / grievance procedure.
- Attempting to influence the impartiality of a participant and/or the student disciplinary / grievance procedure.
- Harassment (verbal or physical) and/or intimidation of a participant in the student disciplinary / grievance procedure.
- Failure to comply with directives and/or sanctions imposed under student disciplinary / grievance procedure.
- Influencing or attempting to influence another person to commit an abuse of the student disciplinary / grievance procedure.
- Engaging in retaliatory acts in any form against any person or person(s) involved in the student disciplinary / grievance procedure.

Common Student Code of Conduct Statements - continued

20. Unauthorized Entry into College Events:

Entering or attempting to enter any college-sponsored activity without proper credentials for admission.

Please note: In most circumstances, college will treat attempts to commit code of conduct violations as if those attempts had been completed.

Violations of the above may result in, but are not limited to, fines, restitution, community service, and/or disciplinary procedures.

Disciplinary Action

Disciplinary action may involve one or a combination of the following alternatives:

WARNING - A notice served upon the student advising him/her that he/she is violating or has violated College regulations.

PROBATION - After a finding of violation of the Code of Conduct, restriction of student's privileges for a designated period of time including the probability of more severe

disciplinary sanctions if the student is found to be violating any College regulations during the probationary period.

OTHER DISCIPLINARY Sanctions - Fines, restitution, denial of privileges, assignment to perform services for the benefit of the college or community; or other sanction that doesn't result in the student being denied the right of attending classes.

COLLEGE SUSPENSION OR EXPULSION - An involuntary separation of the student from the College for misconduct not based on academic performance for a specified period of time.

- a. Suspension is a separation that shall not exceed three academic terms per suspension for any singular offense or situation. While a student is suspended, he or she is not eligible for admission or re-admission at any of the community colleges within CCCS. Once the suspension is lifted the student is eligible for admission or re-admission.

COLLEGE SUSPENSION OR EXPULSION

Examples of suspension include, but are not limited to the following: the college, a department or program, a class, residence hall, use of a college facility or an activity.

Students may be suspended from one class period by the responsible faculty member or adjunct instructor. Longer suspensions can only be implemented by the Vice President of Student Services or designee in accordance with this procedure.

- b. Expulsion is an indefinite separation from the college. The student is not eligible for admission or re-admission at any of the community colleges within CCCS.

In exceptional cases where a student wants to be considered for admission or re-admission after an expulsion has been implemented, the student bears the burden to prove the behavior that resulted in the expulsion has been resolved. It is within the college's discretion to admit

or

deny the student.

INTERIM SUSPENSION - An immediate action taken by the Vice President of Student Services to ensure the safety and well-being of members of the college community; preservation of college property; or if the student poses a definite threat of disruption or interference to others or the normal operations of the college.

In the event of an interim suspension, the hearing before the CSSO or designee shall occur as soon as possible following the interim suspension.

If the college issues a permanent sanction, the student shall be afforded appeal rights. If the college does not implement a permanent sanction, the interim suspension will be removed from the student's record.

Complete Student Disciplinary Procedures policy is available in Student Services or at:
<http://www.ojc.edu/about/policies/pdf/SP4-30.pdf>