



## STUDENT CODE OF CONDUCT POLICY

**Board Bylaw:**  
**Policy Number: 5.1003**  
**Subject Area: Student Services**  
**Adopted: 07/24/2017**  
**Revised: 07/24/2017**

Students will conduct themselves as responsible members of the Kaskaskia College community, will obey federal, state, county and municipal laws, and will comply with the established rules, regulations, and procedures of the College, promulgated by the Board of Trustees. On campus or at any College-sponsored activity, it is expected that students will not engage in activities which negatively affect academic integrity or social conduct including, but not limited to, cheating, plagiarism, theft, assault, destruction of property, forgery or alteration of records, acts relating to the illegal use of alcoholic beverages, drugs or other illegal substances, and/or acts that endanger the health, safety, or welfare of other persons. Furthermore, students will not behave in such a manner as to interfere with the conduct of College activities or to disrupt the normal procedures of the College and will respect the rights, privileges and property of members of the College community.

The Student Code of Conduct policy will be approved by the Board of Trustees and communicated to students in the Student Handbook. The Office of the Vice President of Student Services will review the Code annually prior to publication of the Student Handbook (available online at [www.kaskaskia.edu](http://www.kaskaskia.edu)). Copies of those procedures and guidelines are available through the Office of the Vice President of Student Services.

The Student Code of Conduct shall include disciplinary processes, an outline of possible sanctions for non-compliance, and the student appeal procedures.

Possible sanctions may be imposed for a violation of this Code of Conduct, and any accompanying conditions, including, but not limited to, restitution of damages, work projects, required counseling or therapy, required academic performance, etc. A condition may include loss of certain College privileges. If a condition accompanies a sanction, the condition must be related to the violation. The levels of disciplinary sanctions are:

- **Disciplinary Reprimand** – is used in cases of minor violations, and when the violation is acknowledged by the student. The purpose of the reprimand shall be to call to the student's attention the responsibility of meeting certain minimal community standards. Since a reprimand is given only when the violation is acknowledged, the sanction may not be appealed.
- **Disciplinary Censure** – is a written warning to the student that the cited behavior is not acceptable in the College community and that further misconduct may result in more severe disciplinary action. The student may appeal the finding of a violation but may not appeal the severity of the sanction.
- **Disciplinary Probation** – is a sanction, which removes a student from good disciplinary standing. The probation shall last for a stated period of time and until specific conditions have been met. Any misconduct during the probationary period will bring further disciplinary action and may result in suspension (level 4 sanction). Probationary status prevents the student from representing the College in extracurricular activities, and may result in the loss of some types of financial assistance.
- **Disciplinary Suspension** – is an involuntary separation of the student from the College for a stated period of time and until a stated condition is met, after which readmission will be permitted. Disciplinary Suspension is entered on the student's transcript for the duration of the suspension.
- **Indefinite Suspension** – is an involuntary separation of the student from the College for an unprescribed period of time and until a stated condition is met. Any consideration for readmission requires a written petition to the appropriate administrative official before readmission will be considered. The Indefinite Suspension is entered on the student's transcript for the duration of the suspension.
- **Interim Separation** – is imposed when the Vice President of Student Services has reasonable cause to believe that a serious and direct threat to the safety and well being of the members and/or property of the College community will be present if an individual is permitted to remain an active member of the community. The opportunity of a preliminary hearing shall be afforded. If it is impossible or unreasonably difficult to conduct a preliminary hearing prior to the Interim Separation, the individual shall be afforded the opportunity for such a preliminary hearing at the earliest practical time.

The purpose of the preliminary hearing is to determine if there is justification to invoke an Interim Separation. During the preliminary hearing, the student will be provided a statement of the reasons for Interim Separation and will be afforded an opportunity to rebut. Interim Separation is temporary and shall be enforced only until the completion of a full disciplinary hearing. A full disciplinary hearing shall be provided within a reasonable period of time.

During an interim suspension, a student will be denied access to College services, including but not limited to, any College campus(es), classes (face-to-face, ITV, and online), and/or other college activities or privileges for which the student might otherwise be eligible. The interim suspension does not replace the regular student conduct processes, which will proceed on the normal schedule.

**Approval History:**  
**July 24, 2017**