



# Hornet Honor Code

## THE OFFICE OF STUDENT CONDUCT

The Office of Student Conduct administers the student disciplinary system at Alabama State University. Staff in this office investigate and adjudicate alleged incidents of student misconduct and academic integrity. The office also enforces the Student Code of Conduct, Academic Integrity Policy and educates our campus about community standards and other ethical issues.

Any student or student organization found to have committed any violations of the following policies, including but not limited to misconduct, is subject to the disciplinary sanctions articulated within this document. Additional sanctions may be issued, based on the discretion of the Hearing Officer, Student Conduct Officer, Student Affairs Staff and/or their designee.



### STUDENT CONDUCT AUTHORITY

The Student Conduct Officer and Vice President and Vice President of Student Affairs and Enrollment Management are responsible to the President of Alabama State University for the supervision, administration and operation of all University policies related to student discipline. The Office of Student Conduct, under the Division of Student Affairs and Enrollment Management, receives complaints on student conduct, directs such investigations as deemed appropriate and determines the disposition of cases within the University's jurisdiction. As discussed below, cases with merit may be resolved in two ways: 1) administratively or 2) through a formal student conduct hearing.

The University reserves the right to take necessary and appropriate action to protect the safety and well-being of our campus community. In the matter of developing responsible student conduct, primary reliance is placed on student development, guidance, counseling and admonition. In circumstances where these preferred means fail, the University will use the disciplinary authority inherent in its responsibility to protect our educational and institutional purpose, mission and vision. In the exercise of this authority, safeguards shall be observed to protect all of our students from unfair imposition of penalties.

### UNIVERSITY HEARING OFFICER

The Student Conduct Officer will serve as the University Hearing Officer when appointed by the Vice President of Student Affairs and Enrollment Management, or when other adjudicatory tribunals are unable to convene. The University Hearing Officer has the authority to conduct hearings on charges of alleged offenses as related to student conduct

For the purposes of investigation, he or she has entry to all University offices and access to pertinent records as permissible by law, including records maintained in Maxient. He or she also has the authority to summon witnesses and any member of the University community, including other students, faculty and staff, as a witness. Likewise, he or she may impose any sanction(s) deemed appropriate, in a given case, subject to the policies of the University and the Board of Trustees.

About motor vehicle regulations, the Assistant Vice President of Student Affairs and Enrollment Management | Student Development and Engagement, Student Conduct Officer, Director of Public Safety or their designee, may render judgments, impose sanctions, waive and adjust citations. Any of these individuals has the power to

condition, restrict or deny further use of parking facilities and/or operation of motor vehicles on the campus based upon the gravity or frequency of offenses. Their decisions in matters of motor vehicle regulations and operations are final with the University.

### DISCIPLINARY PROCEDURES

#### Initiation of Charges

1. Disciplinary charges will be initiated by submitting written charges to the Office of Student Conduct and/or the Department of Public Safety. Any member of the University community may file charges against a student or student organization for violating any provision of the Student Code of Conduct; however, the burden of proof lies strictly on the complaining party or the accuser. In the adjudication of alleged violations by a student organization, the organization shall only be represented by its president or chief student officer and its chief faculty/staff adviser of record, as documented in the Office of Student Life.
2. The Student Conduct Officer also may initiate an investigation based on media reports or other reliable information.
3. A written charge must be signed by the complaining party and state sufficient facts, including specific names(s), date(s), location(s) and description(s) of the alleged act(s) of misconduct to enable the Student Conduct Officer to decide whether further fact-finding is necessary.

#### Suspension Pending a Hearing/Appeal

1. The Vice President of Student Affairs and Enrollment Management or his/her designee may suspend a student for an interim period, which is referred to as summarily suspension, prior to the resolution of a disciplinary proceeding if there is reliable information that supports an allegation of misconduct, and determines that the continued presence of the student on the University campus or at University sponsored events, poses a threat of harm or substantial disruption.
2. The decision to suspend a student or student organization for an interim period will be communicated in writing to the student or organization (via physical letter, email and/or text), and will become effective immediately as of the date of the written decision.
3. The interim action will remain in effect until a final decision has been made on the pending charges or until it is determined that the reasons for imposing the interim action no longer exist.



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4. The Vice President of Student Affairs and Enrollment Management [Student Development and Engagement and/or Student Conduct Officer may impose other forms of interim action, such as immediate removal from University housing and/or a University ban.

### Review and Decision by the Student Conduct Officer or Designee

1. The Student Conduct Officer will make an initial determination as to whether there is a sufficient basis to believe that a violation of the Student Code of Conduct may have occurred. The Student Conduct Officer will interview the complainant and other witnesses or request additional information from the complainant. The Student Conduct Officer may request other adjudicatory tribunals (i.e., the SGA Judicial Branch), established and/or recognized by the Office of Student Affairs and Enrollment Management, to adjudicate alleged offenses.

2. If the Student Conduct Officer determines that there is a sufficient basis to believe that a violation of the Student Code of Conduct may have occurred and chooses to pursue the violation under the Student Code of Conduct, then the Student Conduct Officer will timely notify the student of the alleged violation and will gather further information, if needed, by interviewing witnesses and reviewing documents. Prior to concluding that a student has violated the Student Code of Conduct, the student will be provided an opportunity to respond to information gathered in the investigation that is believed to support the conclusion that the student may have violated the Student Code of Conduct. Members of the University community will be expected to comply with any request or directive issued by the Student Conduct Officer in connection with a disciplinary proceeding.

3. A student who is charged will be provided an opportunity to meet with the Student Conduct Officer. Students may accept responsibility for conduct violations and waive their rights to procedures provided by this policy. If the student fails to attend the meeting, the Student Conduct Officer may proceed with the disciplinary process.

4. The student will be provided with the following:

- An explanation of the charges that have been made;
- A summary of the information gathered;
- A reasonable opportunity for the student to reflect upon and respond on his/her own behalf to the charges; and,

- An explanation of the applicable disciplinary procedures, including the student's right to request a hearing before a University student conduct board when suspension or expulsion is imposed.

5. If necessary, any further information gathered will be presented to the student and an additional opportunity to respond will be provided.

6. The Student Conduct Officer will determine whether it is more likely than not that a violation of the Student Code of Conduct has occurred and, if so, the appropriate disciplinary sanction(s) to apply. In determining the sanction, the Student Conduct Officer will consider any mitigating factors, including any prior violations of the Student Code of Conduct. The student may then decide to plead or may request a maximum of one academic day in which to plead. The pleas which are available to students and the subsequent outcomes are described below:

#### ■ Responsible

A student who pleads responsible waives his or her right to a hearing and accepts the sanction(s) offered by the Student Conduct Officer. The responsible plea will be given in writing to the Student Conduct Officer and in the presence of a witness.

#### ■ No Contest

The student may plead no contest and accept the sanctions.

#### ■ Administrative Decision

Based on the case and admission of responsibility by a student, the Student Conduct Officer may render an Administrative Decision that takes into consideration student development, guidance, counseling and admonition.

#### ■ Not Responsible

A student who pleads not responsible will have his or her case heard by the appropriate adjudicatory body.

#### ■ No Charge

A student may not be charged if the allegation(s) are not substantial enough and supported with evidence to prove the claim.

7. The Student Conduct Officer will inform the student of the decision in writing within three (3) class days of the student's last opportunity to respond. When feasible, this information will also be communicated in a face-to-face meeting.



8. The written decision will include a statement of the charges, determination, and the sanction to be imposed, if any. This decision is final, unless the student requests a hearing to review a decision to suspend or fully expel. If the sanction imposed includes either suspension or full expulsion, the student will be informed of his/her right to request a hearing before the University Student Conduct Board or other designated adjudicatory tribunal by filing a written request with the Student Conduct Officer no later than 3 class days following the date on his or her notice. The student may request a hearing related to the determination that a violation occurred, related to the sanctions imposed, or both.
9. In the event that the University Student Conduct Board or other designated tribunal cannot be convened, the Assistant Vice President of Student Affairs and Enrollment Management | Student Development and Engagement or designee shall serve as the hearing officer to preside over the proceedings.
10. The filing of a timely written request for a hearing will suspend imposition of the disciplinary sanction, except for summarily suspension, pending the outcome of the hearing. If the student elects not to request a hearing of the decision, that decision is final and becomes effective immediately. In instances when the accused student receives a sanction less than suspension or full expulsion, he or she will be afforded the right to appeal as outlined below, in the section titled: Student Conduct Appeal Procedures.
11. In presenting his or her defense at a pre-hearing meeting or hearing, the student may be advised by any member of the University community. While the accused student may choose his or her advisor, no person shall be obligated to serve in such capacity. When the accused student elects to be advised by professional legal counsel, he or she must inform the Student Conduct Officer in writing at least 48 hours before the scheduled hearing date. In such instances, the University may exercise the option to contact and arrange for the attendance of our University legal counsel at any or all Judicial or Student Conduct Proceedings. Attorney(s) will not be allowed to address the Hearing Officer or any of the adjudicatory tribunals during the proceedings. He or she may not examine or cross-examine any witnesses, raise questions or objections, or make opening and closing statements. Attorney(s) may serve in an advisory capacity only. The accused student is solely responsible for any and all fees incurred as a result of employing his or her attorney.

### Review by the University Student Conduct Board

#### 1. Purpose of the University Student Conduct Board

The University Student Conduct Board is the body that conducts hearings concerning suspensions or full expulsions. The board serves as an advisory to the Assistant Vice President of Student Affairs and Enrollment Management | Student Development and Engagement, or their designee, who will make the final decision. The purpose of the board is to formulate a recommendation to the Assistant Vice President of Student Affairs and Enrollment Management | Student Development and Engagement regarding the student's hearing. This recommendation may have two parts, depending on the nature of the hearing. First, the University Student Conduct Board may make a recommendation as to whether a violation of the Student Code of Conduct was more likely than not to have been committed by the student. Second, the board may make a recommendation as to whether the imposed sanction(s) should remain as imposed or should be modified.

#### 2. Composition of the Board

- The University Student Conduct Board will be composed of seven members, including two students, two faculty members and two staff employees. The seventh member, designated as the Chair, will serve as the presiding officer. At least one member from each group is required to make a quorum. The chair will be either a faculty or staff member.
- The Office of Student Affairs and Enrollment Management establishes the rules to govern the selection processes for board members.

#### 3. Pre-Hearing Procedures

- The University Student Conduct Board members will be notified in writing of their selection.
- Based on the availability of board members, the Chair will convene the board within a reasonable time following receipt of the student's written request for a hearing.
- A written notice of the hearing will be sent to the student no less than two class days prior to the date set for the hearing. The notice will be delivered via email, personally or by mail directed to the address furnished by the student on his/her hearing request. It is the student's responsibility to provide necessary contact information. The notice will include:



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- a. A statement of the date, time, location and nature of the hearing;
- b. A written statement of the charges that specifies the allegations of misconduct in sufficient detail to enable the student to respond; and

### 3. Notice of the right to be assisted by an advisor.

- If the student cannot attend the hearing on the date scheduled for the hearing due to extraordinary circumstances, he/she must notify the Assistant Vice President of Student Affairs and Enrollment Management |Student Development and Engagement in a timely manner. The Assistant Vice President of Student Affairs and Enrollment Management |Student Development and Engagement will determine whether to approve or deny the request to reschedule the hearing.
- Members of the University community will be expected to comply with any request or directive issued by the Office of Student Affairs and Enrollment Management in connection with a disciplinary proceeding.

### 4. Conduct of the Hearing

- In order to preserve the confidential nature of the disciplinary process, and to protect the privacy interests of the student who is charged with the violation and the witnesses who may be called to testify, the hearing will be closed.
- The Chair will preside at the hearing and will rule upon all procedural matters.
- The Chair will present the information that supports the charges and sanction imposed, consistent with general principles of administrative law and University policy. The University will have the burden of showing that a violation of the Student Code of Conduct was more likely than not to have been committed by the student. If the student accepts responsibility for the violation charged, then the University Student Conduct Board may focus the hearing on the appropriate sanction.
- Information regarding prior misconduct will not be used as proof of a current violation, but may be admitted for other purposes, such as to show that the student had prior experience(s) relevant to the charge or to show that the student had previously been informed that the conduct was not acceptable. Evidence of prior misconduct

may be considered in determining an appropriate sanction.

- A student who fails to appear at the hearing will be deemed to have abandoned his/her request for a hearing, unless the student can demonstrate that an extraordinary circumstance prevented his/her appearance.
- A verbatim record in the form of an electronic recording shall be made of each hearing that could lead to suspension or full expulsion as a sanction.
- Except as otherwise permitted by the Chair, witnesses will be excluded physically from the hearing except during their testimony. However, a victim, as defined by applicable law and provided rights to attend such hearings by law, will be permitted to attend the hearing.
- The order of presentation will be as follows:
  - a. The Chair will call witnesses to provide statements and/or evidence.
  - b. At the conclusion of each witness's statements, he or she may be questioned by the student.
  - c. Following the questioning by the student, members of the board may ask further questions of each witness.
  - d. Following the testimony of all witnesses called by the Student Conduct Officer, the student then presents his/her case.
  - e. Each witness for the student is called to testify. The procedure remains the same as described above.
  - f. Throughout the proceeding, the parties may introduce written documents or other evidence previously disclosed.

### University Student Conduct Board Deliberations and Recommendations

1. Following the presentation of information, members of the University Student Conduct Board will discuss the information that has been presented and the reasonable inferences to be drawn from this information prior to reaching their decision. Only the members of the hearing board and its legal advisor, if any, may be present during the deliberations.
2. Based solely upon the information presented during the hearing, the board will formulate a recommendation to the Assistant Vice President of Student Affairs and



Enrollment Management | Student Development and Engagement or their designee whether a violation of the Student Code of Conduct was more likely than not to have been committed by the student and what the appropriate sanction(s) should be. A majority vote is necessary to make any recommendation. In the event there is a tie, the chair will cast the deciding vote.

3. The University Student Conduct Board will not deliberate on the appropriate sanction unless and until it determines that a violation of the Student Code of Conduct occurred or the student has accepted responsibility for the violation. In determining the appropriate sanction(s), the University Student Conduct Board may consider any mitigating or aggravating circumstances.
4. The University Student Conduct Board will render its recommendation after the conclusion of the hearing and deliberations, and will communicate the recommendation to the Assistant Vice President for Student Affairs and Enrollment Management in writing. The written recommendation will include findings of fact and a statement of the reasons for the recommendation, and will be signed by the Chair.

### **Review and Decision(s) by the Assistant Vice President for Student Affairs and Enrollment Management | Student Development and Engagement**

Following a review of the board's recommendation, the Assistant Vice President of Student Affairs and Enrollment Management | Student Development and Engagement or his/her designee will render a decision that either affirms, denies or modifies the recommendation of the Conduct Board. If the Assistant Vice President of Student Affairs and Enrollment Management | Student Development and Engagement or their designee does not accept the recommendation of the Conduct Board, the Assistant Vice President of Student Affairs and Enrollment Management | Student Development and Engagement, or their designee, will explain any variance from the recommendation in the final decision.

If the final decision does not support the student's position, the letter from the Assistant Vice President and Enrollment Management | Student Development and Engagement, or their designee, will also provide notice to the student of the right to seek an appeal pursuant to the processes outlined in the Student Conduct Appeal Procedures. The Assistant Vice President of Student Affairs and Enrollment Management | Student Development and Engagement, or their designee will issue a written decision, except when it becomes necessary to

conduct further investigation or to remand the matter to the University Student Conduct Board, in which case the written decision will be transmitted following completion of the investigation or the subsequent recommendation of the University Student Conduct Board. Copies of the written decision will be promptly transmitted to all parties involved.

### **Student Conduct Appeal Procedures**

In each case involving imposition of a penalty or sanction(s), the accused student shall have the right to appeal the decision.

1. An appeal shall be in writing and delivered to the Vice President for Student Affairs and Enrollment Management within five (5) class days following the decision by the Student Conduct Officer or Assistant Vice President for Student Affairs and Enrollment Management or their designee. A student who fails to file an appeal within the five (5) class-day period forfeits the right to any appeal.
2. An appeal to the Vice President for Student Affairs and Enrollment Management may be made only on the following grounds:
  - Lack of due process (i.e., when a student can show an error in the hearing, or arbitrariness in finding against the weight of the evidence);
  - Lack of substantial evidence; and/or
  - Evidence that was not considered or available that would subsequently change the nature of the case.
3. Upon receipt of an appeal, the Vice President for Student Affairs and Enrollment Management shall review the case and make one of the following determinations;
  - Find no error and affirm the decision of the Hearing Officer or University Student Conduct Board, which adjudicated the case; or,
  - Find irregularities and additional pertinent evidence, or prejudicial errors sufficient enough to overturn the decision, or remand the case to the appropriate body for further adjudication. The decision by the Vice President for Student Affairs and Enrollment Management is final.



# BEHAVIORS THAT CAN BE SANCTIONED

While student conduct cases may differ in scope, we are committed to a level of conduct consistency that is applied fairly and transparently. With this in mind, please note that the following behaviors (which are not exhaustive) can also be fully adjudicated and sanctioned:

## CLASSROOM DISRUPTION

- a. Any classroom behavior that interferes with the instructor's ability to conduct class or the ability of other students to learn; and/or,
- b. Any behavior that inhibits the academic function of the University's academic space during designated course time and instruction.

## DAMAGE OR DESTRUCTION OF PROPERTY

- a. Any damage or destruction of University property or another person's property.

## DECEPTION

- a. Any misuse of any University records, forms or documents through forgery, fabrication, unauthorized alteration, reproduction, or other means;
- b. Any giving of false information to the University or any University official, administrator or administrative unit;
- c. Possession of any fake, altered or any other identification that belongs to another person; and/or,
- d. Any attempt to perpetrate a fraud against the University or a member of the University community.

## DISORDERLY CONDUCT

- a. All lewd, obscene, indecent behavior or other forms of disorderly conduct;
- b. Any abuse or unauthorized use of sound amplification equipment; and/or
- c. Any conduct which materially interferes with the normal operation of the University, or with the requirements of appropriate discipline.

## DISORDERLY/IMPROPER ASSEMBLY

- a. Any assembly to incite violence, destruction of property or disorderly diversion, which interferes with the operations of the University and/or administrative and/or academic functions; and/or
- b. Any obstruction to the free movement of other persons about campus or the interference with the use of University facilities.

## FAILURE TO COMPLY

- a. Failure to respond to a lawful request by properly identified University or law enforcement officials in the performance of their duties;
- b. Failure to appear and cooperate as a witness in a disciplinary case when properly notified; and/or
- c. Failing to comply with any disciplinary condition imposed on a person by any student adjudication body or administrator.



### **FIRE SAFETY**

- a. Any failure to evacuate or immediately respond to a fire alarm;
- b. Participation in creating or causing a false fire alarm;
- c. Participation in tampering, disconnecting or altering any fire alarm system, equipment or component;
- d. Failure to follow the instructions of staff and emergency personnel during fire alarms;
- e. The possession, use, manufacture, and/or sale of any incendiary device;
- f. Participation in setting or causing to set any unauthorized fire; and/or
- g. The possession and/or use of any type of fireworks.

### **GAMBLING**

- a. Engaging in any form of gambling or wagering (i.e., dice or card games) within or on University premises.

### **HARASSMENT**

- a. Any act that creates an unpleasant or hostile situation for another person, especially by uninvited and unwelcome verbal or physical conduct; and/or
- b. Intentionally and/or repeatedly following, stalking or contacting another person in a manner that intimidates, harasses or places another in fear of his or her personal safety or that of their property.

### **INAPPROPRIATE DRESS**

- a. Dress and/or appearance that is derogatory, offensive and/or displaying lewd messages, either in words or pictures, sagging pants, midribs or halter tops, mesh, netted shirts, tube tops or cut off T-shirts and/or short shorts should not be worn in classrooms, the cafeteria, Student Center, offices and common areas of residence halls.
- b. The showing of undergarments outside of private living quarters in the residence halls.

### **JOINT RESPONSIBILITY**

- a. Students who knowingly act or plan to act in concert to violate University regulations have individual and joint responsibility for their behavior.
- b. Any student who knowingly allows another student to violate University regulations without reporting to a University Official.

### **MISUSE OF UNIVERSITY DISCIPLINARY PROCESS**

- a. student providing false testimony or information at a University Student Conduct hearing;
- b. Interference with or disrupting the student conduct process (i.e., University Student Conduct Investigations and/or Misconduct Investigations);
- c. A student's failure to complete the imposed sanction(s); and/or
- d. A student's refusal to provide information during the University Student Conduct and/or Misconduct meeting.

*NOTE: Witnesses reserve the right to decline to present information if the shared knowledge incriminates them.*

### **POSSESSION/ABUSE OF ANIMALS**

- a. Bringing any unauthorized animal on University property or into any building owned, leased or controlled by Alabama State University without approval of the Division of Student Affairs and Enrollment Management and/or the Office of Accessibility and Veteran Affairs; and/or
- b. Intentional abuse, inappropriate handling, or causing death to an animal.



# BEHAVIORS THAT CAN BE SANCTIONED

## SEXUAL ASSAULT/MISCONDUCT

Also see Gender-Based Misconduct/Title IX  
and Sexual Harassment Policies

- a. Any sexual conduct that takes place without the victim's consent, including any penetration of the vagina, anus or mouth by the perpetrator's sexual organs, or by any object;
- b. Sexual conduct will be deemed to be without the victim's consent when:
  - The victim has instructed the perpetrator not to engage in the conduct.
  - The victim is forced to submit to the act.
  - The victim is reasonably in fear that the victim or another person will be harmed if the victim does not submit to the act.
  - The victim is unable to give consent or permission, or is unable to resist, because of intoxication with drugs or alcohol.
  - The victim is unable to give consent or permission, or is unable to resist, because of any mental or physical disability.

## SEXUAL HARASSMENT

Also see Gender-Based Misconduct/Title IX  
and Sexual Harassment Policies

- a. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:
  - Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment, academic standing or admission to an organization; and/or
  - Such conduct unreasonably interferes with an individual's work, living environment, academic performance or creates an intimidating or hostile work or academic environment.

## SOLICITATION

- a. Conducting any unauthorized business sales or monetary drives, political/business campaigns on campus, classroom, administrative building or any other campus location without approval of the Division of Student Affairs and Enrollment Management;
- b. Placing door hangers or signs on cars on campus or in on-campus residential facilities, or other campus property; and/or
- c. Any violation of the University Advertising, Sales, and Solicitation Policy.

## STUDENT IDENTIFICATION CARD VIOLATIONS

- a. Altering, lending or selling a Student Identification Card;
- b. Using a Student Identification Card by anyone other than its original holder;
- c. Using a Student Identification Card in any unauthorized manner; and/or,
- d. Failure to produce a Student Identification Card when requested by a Public Safety Officer, staff, or faculty member of Alabama State University.

## THEFT/BURGLARY/ROBBERY

- a. Taking, possessing or attempting to sell or distribute any property that is the property of another person, organization or entity (including but not limited to the University) without the owner's permission;
- b. Unlawful entry of a structure to commit a felony or theft; and/or,
- c. Taking or attempting to take something of value from another person by the use of force, threats or intimidation.



### UNAUTHORIZED ENTRY

- a. Unauthorized entry into any University building, office, residence hall, off-campus residence hall, parking lot, motor vehicle or other University-related facilities;
- b. Remaining in any building after normal closing hours without authorization; and/or
- c. Remaining overnight in public areas of the residence hall or surrounding areas without approval from Housing and Residential Life.

### UNAUTHORIZED USE

- a. Unauthorized use of University equipment;
- b. Unauthorized use of bathrooms, exits or windows;
- c. Unauthorized use or duplication of keys; and/or,
- d. Unauthorized use or possession of any parking permit or hang tag.

### UNAUTHORIZED USE OF COMPUTER RESOURCES

- a. Unauthorized entry into a file to use, read, change the contents or for any other purpose(s);
- b. Unauthorized transfers of a file;
- c. Unauthorized use of another individual's identification and password;
- d. Use of computing facilities that interfere with the normal operation of the University computing system;
- e. Use of computing facilities that violate copyright laws; and/or,
- f. Use of tools for port-scanning, "sniffing," "phishing" or to monitor or read transmissions from other users on the network.

### UNDISCLOSED RECORDING

- a. The acts of creating, attempting to create or disseminating audio or visual recordings of private or nonpublic communications and/or meetings within the University and its affiliated spaces without the knowledge or consent of the person participating or subjected to the recording. \*NOTE: This policy excludes public events or discussions, or recordings made for law enforcement and public safety purposes.

### VIOLATION OF CONFIDENTIALITY

- a. Violating the confidentiality of a student's educational record; and/or,
- b. Working in a University office where students' records are kept and managed, and disclosing confidential personnel information.

### VIOLATION OF LAW

- c. Any act that violates a provision of the laws of the United States, the laws of Alabama, the ordinances of any county, city, municipality or other political subdivisions, or the laws of another nation or political subdivision thereof in which such act occurs, is deemed to be a violation of the Student Code of Conduct when that act:
  - Occurs on the campus of the University, including all property owned, leased, licensed or otherwise controlled by the University;
  - Occurs on the premises of any domicile of a recognized Greek-letter organization;
  - Occurs in the context of any event planned, presented, sanctioned or made available by the University, or its affiliates or any student organization;
  - Occurs at any intercollegiate athletic event in which one of the University's teams is participating, home or away;
  - Involves more than one member of the University community; and/or
  - Otherwise adversely affects the University.



# SANCTIONS

In order to protect its educational purposes and processes, the University has the authority to impose sanctions on any student found responsible for an offense or breach of regulation(s)/policies. All sanctions imposed on students who have been found responsible for violations of the Student Code of Conduct are based solely on individual circumstances. No case is exactly the same as another, and sanction(s) will most likely differ in similar instances. Below are sample sanction(s), but please note that this list is not exhaustive:

## REPRIMAND

An official verbal or written statement to the student that he or she has violated a University regulation. It is a warning that further misconduct may result in a more severe sanction in the future.

## ASSESSMENT/FINE

A forced monetary compensation appropriate to the violation, including motor vehicle violations.

## DISCIPLINARY PROBATION

The placing of a student on social and behavioral restrictions for a specified length of time or until a stated condition is met. Further violations of policies will result in consideration of more severe sanctions and/or his or her suspension or full expulsion from the University.

## RECOMMENDED NEXT SANCTION

Based on a student's disciplinary history and/or violations, this sanction notifies the Hearing Officer of the next action to be taken.

## LOSS OF PRIVILEGES

A denial of specified privileges for a designated period of time.

## ADDITIONAL STIPULATIONS

A student may receive this creative stipulation from the University as a write-in from the Hearing Officer in cases where additional explanations or designations are needed for clarity and specificity.

## MANDATORY STUDENT CHECK-IN MEETINGS

A student can be assigned mandatory check-in meetings with particular University staff members who the Hearing Officer deems beneficial to the student's growth and development at the University for a designated period of time.

## LETTER OF APOLOGY

A student will formulate an apology for the infraction which will be submitted to the University, reviewed and disseminated to the intended party.

## NO CONTACT ORDER

A No Contact Order can be given to a student who needs to discontinue all communication with individuals involved with a case, which includes phone, texting, social media, group messaging, written or third-party party. This action is immediate.



**COMMUNITY SERVICE**

A student must complete assigned mandatory hours of service at a non-profit/community-based organization.

**UNIVERSITY BAN**

A complete removal of a student from any University-affiliated property or event.

**RESTITUTION**

Forced compensation to the University or, in the case of private property, to the owner who has suffered the loss. This sanction is applied in cases involving damages to or theft of University or private property.

**EDUCATIONAL SANCTIONS**

Mandatory participation in a specific educational program, support groups or the completion of a work or research assignment. The student is responsible for all related expenses.

**RESIDENCE HALL SUSPENSION**

A separation of the student from their assigned residence halls or specific residence halls, as listed in his or her sanction letter, for a specified length of time, after which the student is eligible to return.

**RESIDENCE HALL EXPULSION**

A permanent separation of the student from his or her assigned residence hall (or specific residence halls as listed in his or her sanction letter).

**SUSPENSION**

A forced withdrawal from the University for a stated period, after which readmission may be allowable. Suspension may extend for the remainder of the current semester or more semesters; or, until a specified condition is met.

**INTERIM SUSPENSION**

A temporary suspension, also called a summarily suspension, until a hearing can be conducted.

**FULL EXPULSION**

A permanent separation of the student from the University.

