

OFFICE OF STUDENT CONDUCT AND COMMUNITY STANDARDS

> UNDERGRADUATE POLICIES AND PROCEDURES

### THE CORNERSTONE OF AGNES SCOTT COLLEGE LIFE

The cornerstone of Agnes Scott life is the Honor System, which is founded on the support, the mature judgment and the personal integrity of each student. By entering Agnes Scott, students voluntarily pledge support to the regulation and spirit of the community. As a member of this community, students accept a definite responsibility for themselves and for their fellow students, which leads to responsible freedom within the structure of the Honor System.

The Honor System is an expression of trust in students and in their willingness to uphold the ideals of the community. Under the Honor System, regulations both social and academic—are based upon their value to the community and to the individual student.

#### **Policies Section**

The following is a listing of some offenses that are considered to be inconsistent with responsible student behavior and in violation of the Student Code of Conduct. This is not intended to be a complete or exclusive description of inappropriate conduct. Any inappropriate conduct is subject to disciplinary action, even if such conduct is not described herein, elsewhere in the Student Handbook or in other college publications.

- 1. Violations of academic integrity.
- Forgery, unauthorized alteration or unauthorized use of any document (e.g., medical documents, college documents, records, instruments or forms of identification).
- Intentionally furnishing false information to the college, or intentionally initiating or causing to be initiated any false report; warning; or threat of fire, explosion or other emergency.
- Use of force against any person or property or the threat of such force.
- 5. Gender-based harassment and sexual misconduct.
- 6. Hazing.
- Bullying and harassment of any kind, whether physical, verbal or written, including gestures or language, electronic or otherwise, by any individual(s).
- Discrimination directed at, but not limited to, age, color, ethnic or national origin, gender, handicapping condition, disability, marital status, political or social affiliation, race, religion or sexual orientation.

- Conduct that threatens the mental health or physical health or safety of any person or persons, including hazing, drug and/or alcohol abuse, attempted suicide and other forms of destructive or self-destructive behavior.
- Unauthorized entry into, unauthorized use of or misuse of college property, including computers and data voice communication networks.
- Intentionally or recklessly endangering the welfare of any individual or intentionally or recklessly interfering with any college activity or college-sponsored activity.
- 12. Use, possession or storage of any weapon, dangerous chemical, fireworks or explosives, whether or not a federal or state license to possess the same has been issued to the possessor.
- 13. The distribution of alcohol, narcotics or dangerous drugs on college property or among members of the college community, if such distribution is illegal, or the possession of a sufficiently large quantity of alcohol, narcotics or dangerous drugs as to indicate an intention to distribute illegally.
- 14. Disorderly conduct, which includes public intoxication; lewd, indecent or obscene behavior; gambling; and conduct that tends to degrade the college or its members.
- Use and/or possession of illegal substances and/or underage consumption of alcohol in connection with any on-campus or off-campus activity.
- 16. Theft of college services or theft of, or intentional or reckless damage to, college property, or property in the possession of, or owned by, a member of the college community, including the knowing possession of stolen property.
- 17. Shoplifting and/or any other misconduct on or off campus.
- Intentional or reckless misuse of fire safety equipment.
- 19. The violation of the ethical code of one's intended profession either by graduate students enrolled in any of the college's professional or graduate programs or by undergraduate students in clinical courses or settings related to their intended profession.
- 20. Academic dishonesty, including, but not limited to, plagiarism and cheating, and other forms of academic misconduct, such as misuse of academic resources, facilities, software, data, equipment, networks or any act that hinders the academic process.

- 21. Violations of federal, state or local law where such violations have an adverse effect on the educational mission of the college.
- 22. Failure to comply with the reasonable request of college officials (any college personnel acting as an agent of the college), including public safety officers acting in performance of their duties.
- 23. Knowingly providing false testimony or evidence, or disrupting or interfering with the orderly conduct of a disciplinary conference or hearing, violating the terms of any disciplinary sanction imposed in accordance with this code, and any other abuse of the college's disciplinary procedures.
- 24. Stalking/domestic violence/dating violence.

Culpability is not diminished for acts in violation of this code that are committed in ignorance of the code or under the influence of alcohol, illegal drugs or controlled substances.

#### **Disciplinary Process**

- Campus community member (faculty, staff, or student) fills out an incident report.
- The report is sent to the Director of Student Conduct and Community Standards to assess if the student(s)/student organization(s) may have violated the college policies.
- An initial meeting request is sent by the president of the Honor Court, Judicial Board, Graduate Council or Director of Student Conduct and Community Standards.
- The president assigns an investigator(s) and/or an advocate.
- Interviews are held with the accused student(s), and the reporter.
- A hearing for the case takes place two to three weeks after the initial meeting request if students are in session.
- If a student is found "responsible" at the hearing for violating polices, the student may be assigned appropriate sanctions.
- The student may appeal the sanctions assigned by Honor Court, Judicial Board or Graduate Council.
- Follow up meeting with the Director of Student Conduct and Community Standards

#### **Grounds for Appeal**

Students may only appeal on the following grounds:

- There is new evidence which is likely to change the results.
- There is a substantial reason why the evidence should be re-evaluated.
- · There was a violation of judicial process.
- The sanction(s) imposed are too harsh given the findings.

Appeals must be approved by the Director of Student Conduct and Community Standards or Vice President of Student Affairs/Dean of Students.

#### **Students Rights**

Students who are accused of violating the Honor Code can expect the following rights afforded to them during their student conduct process:

- · Written notice
- The opportunity for a prompt and fair hearing
- A record of the hearing and an expeditious written decision
- An appeal, if applicable
- Access to review and inspect the information contain in their disciplinary file
- Assistance of the student conduct officer throughout the process

# How to Report a Student Conduct Violation

agnesscott.edu/dos/student-conduct

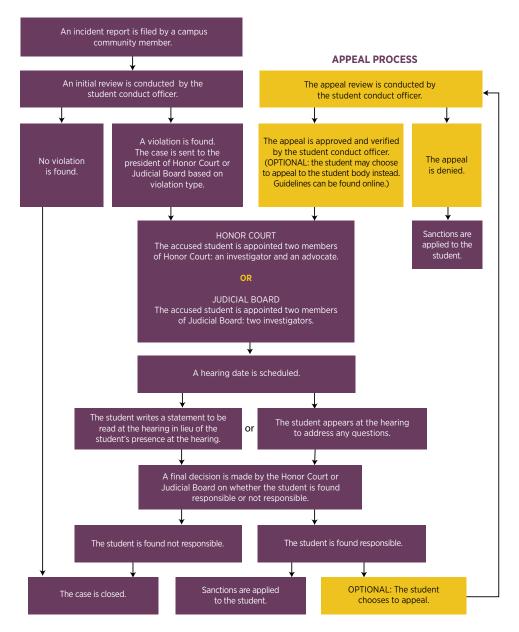
#### **Mission Statement**

The Office of Student Conduct and Community Standards at Agnes Scott College provides educational outreach and facilitates an impartial student conduct process for students, faculty, and staff.

#### **Vision Statement**

To promote ethical leadership and citizenship by educating and empowering students, faculty and staff to "live honorably" by demonstrating mature judgment and personal integrity, within and beyond the Agnes Scott community.

## HONOR COURT AND JUDICIAL BOARD PROCESS



Note: If Honor Court or Judicial Board is not in session, the Director of Student Conduct and Community Standards will serve as the investigator and advocate for cases sent to the Judicial Review Committee.