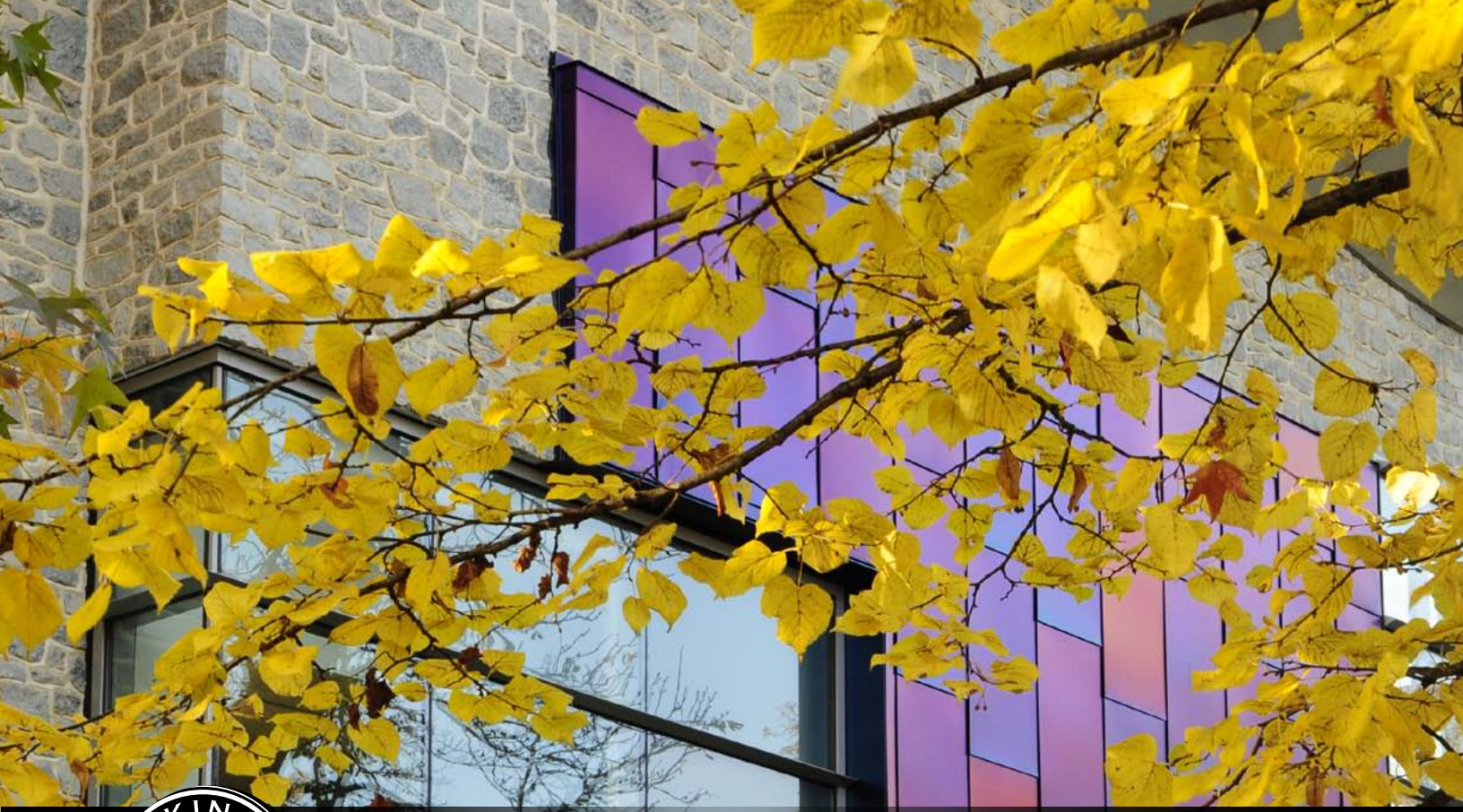

Community Standards 2010–11

2010-2011 Community Standards
Dickinson College

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Revised March 14, 2011

Community Standards and Student Conduct
2010-2011

Introduction

All communities have guidelines and standards for behavior, including academic communities like Dickinson College. By choosing to attend Dickinson, you have the opportunity to benefit from a rich and stimulating learning experience. By accepting membership in our community you also accept the critical role you play in contributing to an intellectual and social environment characterized by civility, understanding, accountability, and respect. Being a member of the Dickinson College community is a privilege that carries with it the responsibility for the well being of all other members of the community.

In the pages that follow you will find the information that will help you to understand what Dickinson expects of you, and how we will interact with students whose behavior is inconsistent with our standards. All students are expected to know and uphold the Community Standards.

The Dean of Students office coordinates the administration of the student conduct process at Dickinson College, including social and academic misconduct. The Dean of Students office also has oversight responsibility for incidents involving social misconduct. The Provost and Dean of the College oversee cases that involve academic dishonesty. These responsibilities have been delegated by the President and faculty. [Charter and Bylaws of Dickinson College, Chapter IV, Section 2(a)]

Mission and Philosophy

Dickinson's mission is inspired by our founder Dr. Benjamin Rush and his vision to educate citizens to meet the societal and economic demands of an emerging democracy. Our residential environment provides a laboratory for developing these leadership and citizenship skills as students learn to assume responsibility for self and for the welfare of their community.

In this environment, students may occasionally exercise poor judgment or conduct themselves in a manner that disrupts the community. For this reason, the College maintains Community Standards that set forth expectations for behavior, as well as outline educational procedures regarding student conduct. The goals and objectives of the College's Community Standards and policies differ from those of the civil and criminal justice systems. Ours is a process with education and accountability to community as its top priorities. We do not adhere to "courtroom" principles but rather to educational procedures that seek to balance individual learning and community welfare.

The College affirms a student's right to be treated fairly, which includes receiving appropriate notice of concerns about specific behaviors and the opportunity to respond to those concerns. In formal resolution proceedings, this also includes the right to be assisted by an advisor and to appeal the initial hearing outcome.

Dickinson Community Standards and Expectations for Conduct

The expectations as articulated in the Community Standards are designed to create an environment that supports a vigorous academic life and respectful community. Dickinson expects that its students will demonstrate standards of behavior that demonstrate:

- Respect for Ideas
- Respect for Self
- Respect for Others
- Respect for Community
- Respect for Property

These standards apply to on-campus behavior, to behavior while studying in a Dickinson program abroad, and to off-campus behavior that does or has the potential to adversely affect any member of the Dickinson College community or Dickinson College. While it is impossible to enumerate every possible violation of the five standards identified above, the section that follows provides students more specific guidance about conduct that clearly violates our expectations.

Academic Misconduct

Respect for ideas—our own and others'—is a hallmark of academic integrity. We show respect by acknowledging when we have used another's words or ideas in our work. We expect others to acknowledge when they use our ideas or words in their work. Students are expected to do their own work on quizzes, papers, examinations, class assignments, etc. Normally, a paper may be submitted in fulfillment of an assignment in only one course. Exceptions require permission from the instructors. Collaboration must be noted in writing and requires the consent of the instructor. Violations of the academic standards include:

Cheating: Cheating involves deception or the provision or receipt of unauthorized assistance. Students are expected neither to receive nor to provide unauthorized assistance with academic work. Cheating may take many forms. The examples below are illustrative but not exhaustive:

- Copying from another person's work or answers.
- Referring to and using prohibited materials in the preparation of assignments or the taking of examinations or quizzes.
- Obtaining and using a copy of the examination or answers to an examination without the knowledge of the instructor.
- Collaborating on assignments or examinations unless such collaboration has been permitted.
- Submitting the same paper or assignment in two courses without permission of both professors
- Assisting another to do any of the above or to cheat in a similar manner.
- Using online translators to complete assignments, quizzes or examinations in a language course

- Consulting assignment solutions from any source, including online repositories, solutions provided for previous instances of a course, and/or the work of other students.

Plagiarism: Plagiarism may take a number of forms but to plagiarize is to use without proper citation or acknowledgment the words, ideas, or work of another. Plagiarism is a form of cheating that refers to several types of unacknowledged borrowing.

The most serious degree of plagiarism involves the wholesale and deceptive borrowing of written material from sources such as published authors, websites, other students, or paper-for-hire services. Students who submit papers or significant sections of papers that they did not write themselves are committing this type of violation.

Another serious degree of plagiarism involves less wholesale but still repeated and inappropriate borrowing from outside sources. In some of these cases, students borrow several phrases or sentences from others, and do so without both quotation marks and proper attributions. In other cases, students secretly collaborate on assignments in defiance of specific prohibitions outlined by their instructor.

Finally, there is a degree of plagiarism that involves the borrowing of specific words or phrases without quotation marks. In such cases, citations may be present, but they are inadequate. This problem most commonly occurs when students paraphrase sources by attempting to change a few words in a sentence or brief series of sentences. It can also occur when students rely too heavily on parents or friends for ideas or phrases which they mistakenly claim as their own.

Students can avoid plagiarism by following some very simple advice.

- Always provide clear and accurate citations for the sources that inform your work. This is an admonition that goes to the heart of your academic responsibility.
- Remember that almost all quotations and statistics require citations. Specific facts and ideas borrowed from others, even if expressed in your own words, also require citations.
- Summaries of an author's argument require citations. It is true that matters of general knowledge do not usually require citations, but when in doubt, students should provide citations for them.
- Students who rely on parents, friends, or others for specific contributions to their work should acknowledge this indebtedness in a citation.
- Understand that paraphrasing means to summarize in your own words. The surest way to avoid plagiarism when summarizing is to write with sources and notes closed. If you cannot explain what an author argued from memory, then you probably do not understand it well enough to paraphrase.

Social Misconduct

Maintaining a civil, safe and respectful environment in which learning can best occur is the responsibility of all members of our community. Below you will find descriptions of specific

departures of the community standards that will be addressed through our student conduct system.

The College has determined that certain violations are of such a serious nature that they will likely result in a student's or organization's interim suspension, suspension or expulsion from Dickinson College. These terms are described in the **Outcomes** section of this document. Violations fall within this category when they cause, or have the potential to cause, significant adverse consequences for the safety, health and/or well-being of the student, others, or the community at large. These violations are noted with an asterisk (*) below.

Students should also understand that, in addition to the sanctions that may be imposed for violations of the Community Standards, there may be other consequences that arise from their behavior. For example, a student's immigration status may be adversely affected, his or her financial aid may be impacted, he or she may not be eligible for other campus opportunities, including but not limited to, membership or participation in certain organizations, certain honors, awards and scholarships, leadership positions, club sports or varsity athletics.

- **Adulteration of Food and/or Beverage (*).** The intentional placement of drugs or other illicit substances into the food or beverage to be consumed by others, and without their knowledge and consent.

- **Assault (*).** Intentional physical contact with a person resulting in injury or substantial pain.

- **Discrimination and Harassment (*).** Behavior directed toward another person based upon that person's gender, race, color, religion, sexual orientation, ethnicity, national origin, disability or other characteristic protected by law or College policy.

- **Drugs (*).** The possession, distribution, manufacture, cultivation, sale, transfer, or the attempt or conspiracy to possess, distribute, manufacture, cultivate, sell or transfer any substance the possession of which is prohibited by federal, state or local drug laws (*NOTE*: The intention to distribute, sell or transfer drugs may be inferred from the quantity and/or types of drugs involved).

- **Harassment and Abuse (*).** Physical, verbal or psychological abuse, harassment, intimidation or other conduct that threatens or endangers the health, well being or safety of oneself or of any person.

- **Hazing (*).** Abusive affiliation practices (hazing) include any act that endangers or has the potential for endangering the mental or physical health or safety of a student or others. These prohibited acts include destroying or removing public or private property for the purpose of initiation, admission into, affiliation with or for continued membership in a group or organization, including athletic teams. (For additional details, see the *Student Handbook*).

- **Fire Safety Equipment (*).** Tampering with fire safety equipment and/or the intentional or reckless starting of a fire.

- **Firearms, Weapons and Explosives (*).** All members of the College community, including faculty, staff, and students, as well as visitors to Dickinson College, are prohibited from possessing firearms, explosives or weapons (hereafter collectively referred to as "weapons") on the premises of the College or in any building under College control or at any College–sponsored event without the explicit authorization of Dickinson College, whether or not a federal or state license to possess the same has been issued to the possessor. The complete Firearms and Weapons policy can be found in the *Student Handbook.*

- **Sex-based offenses (*).** Sexual offenses, sexual assault, sexual harassment, or other inappropriate sexual behavior. Additional policy information regarding sex-based offenses, including the definition of sexual offenses, can be found in the *Student Handbook* and on the college web site. **If an individual is found responsible for rape, the sanction in all cases is expulsion.**

The following are additional examples of conduct that are not compatible with Dickinson's Community Standards and that, if committed, will be reviewed under our conduct system. These examples apply to individual students or organizations:

- **Alcohol.** The possession, use, sale, provision and/or distribution of alcohol, except as permitted by law, is a violation of the Dickinson College Community Standards as well as a possible violation of local, state and/or federal laws**.** Students are expected to comply with the Alcohol policy as outlined in the Student Handbook.

  Important Notes on Alcohol:
  The college acknowledges and supports the safe, legal and responsible consumption of alcohol. Further, it is the expectation of the community that those students who are legally able to drink will affirm their commitment to community living by consuming alcohol responsibly and in locations that do not put underage students at risk. Students who consume alcohol and/or drugs to excess, even if legally consumed, and become a danger to themselves or others will be held accountable through the Community Standards.

  In addition, the Student Handbook outlines that if students under the age of 21 are found to be in a location where alcohol is being consumed, other than at an event being held in compliance with the college's "Hosting Guide for Events with Alcohol," the college will presume that the underage students are in possession of, and have been consuming alcohol.

- **Complicity.** Condoning, supporting or encouraging a violation of college policy. Students and organizations will not facilitate, support or encourage any violation of the Community Standards or established College policies by others. Students who anticipate or observe a violation of college policy are expected to remove themselves from the situation and/or

notify the Department of Public Safety.

- **Computer/network violations**. Computers are readily available on campus and students may bring their own or use the College's. In either case, there are policies governing the use of the College's network and computer system. The policies are posted on the Library and Information Services website at http://lis.dickinson.edu/Technology/Policies/index.htm. Using computer equipment or the college's network for unethical, illegal or harmful activities is prohibited.

- **Dishonesty and deception**. Students and organizations are expected to be honest and truthful in all interactions with members of the Dickinson College community, including the College itself, its faculty and employees, alumni and fellow students, and local, state and federal officials. Providing false information to College employees, forging, altering or misusing any document, record or instrument of identification are examples of acts of dishonesty for which students will be held accountable.

- **Disorderly and disruptive behavior.** Conduct that is disorderly, annoying, disruptive, overly aggressive, obscene or which causes a public alarm.

- **Drug paraphernalia**. The possession and/or use of any paraphernalia which is prohibited by federal, state or local drug laws is a violation of the Dickinson College Community Standards.

- **Failure to comply with directions of a College official and/or with policies**. Students and organizations are expected to:
    - follow the directions of College officials and not hinder any College employee (including student employees) in the performance of their duties.
    - comply with College policies and regulations, including but not limited to those found in the Student Handbook.
    - comply with the results of hearings and procedures in which they are participants.
    - Student organizations are also expected to comply with the policies and regulations that govern their organization, including but not limited to risk management policies and regulations for behavior.

- **Harm to Self.** In a small residential community, individual students' behaviors of self-harm can compromise the academic and residential experience of those around them. Self-injurious behaviors that disrupt the community or any member or members of the community may be reviewed under The College's community standards.

- **Interference with College activities.** The obstruction or disruption of teaching, research, administrative duties, conduct proceedings or other college activities is not permitted.

- **Safety and Security equipment**. Tampering and/or the misuse of safety and security equipment is prohibited.

- **Theft and property damage.** Theft or damage to college property or the property of others, as well as any attempt to steal or damage such property is not tolerated.

- **Unauthorized access or use of facilities.** Unauthorized access to or use of College buildings and other facilities is prohibited. The improper possession, use or duplication of keys, key cards or other means of gaining access to buildings is also unacceptable, as is the misuse of the card-access system.

- **Violations of Law.** Students and organizations are expected to obey federal, state, and local laws. Any violation of such laws on Dickinson's campus or which affects Dickinson College or members of its community is also a violation of the Community Standards.

Procedures for Adjudicating Misconduct

When the actions of a student(s) or organization violate the Dickinson College Community Standards, a process of review and resolution is implemented. This section describes the various procedures employed for the resolution of concerns about behavior and conduct that is inconsistent with our values and standards as an academic community. Generally, reports of violations of standards are submitted to the Dean of Students Office at which point they are resolved formally or informally.

Informal Resolution

The College aims to respond to student misconduct in an educational and restorative manner whenever appropriate. Informal resolution seeks to resolve conflict, restore an individual or group's relationship with the community and to promote and maintain community trust and civility. This is achieved through outcomes mutually agreed to by the college and the student. Outcomes of informal resolutions do not appear on a student or organization's conduct record; however, these outcomes can be taken into consideration if additional violations occur.

Informal resolution is reserved for allegations of social misconduct in which the facts of the incident are not in dispute, the student(s) or organization(s) involved has accepted responsibility for his/her/its actions and when, based upon the behavior at issue, the likely outcome does not alter a student or organization's relationship or status with the College. Amicable and respectful discussion must be honored throughout the process.

One or more of the following remediation options may be utilized as part of the informal resolution process: student (peer) panel meetings, restorative conferences with a College community member or conflict mediation. The resolution achieved in each situation will be based upon the specific incident under consideration. Regardless of which process is used, the success of informal resolution requires that the meeting(s) include honest and candid dialogue, input from the parties involved, an acknowledgement and understanding of responsibility by the parties involved, and a resolution that is agreed upon by all participants.

Because the outcomes of informal resolution conversations are mutually developed and agreed upon by parties involved, an appeal of the process and its result is not permitted. If the parties are unable to agree on the outcomes of the informal resolution proceeding, any party may request that the matter be resolved through formal resolution proceedings. Other than when the honesty of any person or organization offering information during the formal resolution process is at issue, no statements made during the informal resolution process may be used during the formal resolution proceedings.

Violations likely to alter a student's status at the college (asterisked in the Community Standards section of this document) are not eligible for review under informal resolution.

Formal Resolution

For conduct and behaviors that are not eligible for resolution through the informal resolution process, or where a party has so requested, formal resolution proceedings will be utilized. There are certain violations of the Community Standards, specifically those likely to alter a student's status at the college, which may only be resolved through formal resolution. Additionally, situations involving other violations of the Community Standards where the facts of the underlying incident are in dispute, the student(s) or organization(s) involved have challenged or have failed to acknowledge responsibility for his/her/its actions or where the outcome of a hearing may alter a student or organization's relationship or status with the College if responsibility is determined, must be resolved by formal proceedings.

Students' conduct resolved through Formal Resolution are entitled to the following

- The right to appropriate notice of concerns about specific behavior
- The opportunity to be assisted by an advisor
- The opportunity to respond to the concern
- The opportunity to appeal the initial hearing outcome if grounds for appeal are met

Violations which involve sexual offenses or sexual harassment or at the request of either the complainant or respondent are heard by one or more College community members who are specifically trained or experienced in dealing with such matters. Information regarding the resolution of these claims may be obtained in the Dean of Students Office.

Generally, there are two means of formal resolution: administrative hearings and hearing panels. Violations that do not meet the criteria for informal resolution and that are not likely to alter a student's or organization's status at the institution may be heard by a single administrative hearing officer. The administrative hearing officer is appointed by the Dean of Students office.

All other violations that will be resolved by formal resolution will be reviewed by a hearing panel. In cases which involve non-academic violations, the hearing panel consists of three members: a student, a faculty member and an administrator or staff member who serves as chairperson. In cases which involve academic conduct violations, the hearing panel consists of

three members: a student, a faculty member and an Associate Provost who serves as chairperson.

The individuals who serve as hearing officers or on hearing panels are chosen from a pool of eligible panel members. The various members of the pool are chosen as follows:

Students who are members of the hearing panel pool are nominated by members of the College community, interviewed by the Dean of Students Office and then confirmed by Student Senate. The students are trained by the Dean of Students Office and Academic Affairs to hear incidents involving academic and non-academic violations of the College policy.

Faculty who are members of the hearing panel pool are elected by the faculty. The faculty members are trained by the Dean of Students Office and Academic Affairs to hear incidents involving academic and non-academic violations of the College policy.

Administrators and staff who are members of the pool from which hearing panel members are selected and appointed by the Dean of Students Office or the Provost's Office. The staff members are trained by the Dean of Students Office to hear incidents involving non-academic violations of the College policy.

The individuals from our community who may appear before a hearing panel are: the complaining party, the responding party, any individuals who are advisors* and any individuals who appear as witnesses.

The **complaining party** may be any member of the College community, including students, faculty, other employees or the College itself who believe that a student or student organization has violated the Community Standards. In some instances, the complaining party may be a community member.

The **responding party** is any student, group of students, or organization accused of a violation of the Community Standards.

As used in this policy, **"parties"** refers collectively to the complaining party and the responding party.

*The complaining party and the responding party may each be assisted by an **advisor**. This person may help prepare the party for the hearing and may accompany the party that he or she is assisting to the hearing. An advisor must be a current student, faculty member or staff member of Dickinson College. This person must not have a law degree and cannot speak on behalf of the responding party or complaining party during the hearing. The Dean of Students Office will assist any party in identifying an advisor, if requested.

The Assistant Dean of Students or his/her designee, determines whether a student and/or organization may have violated the Community Standards and/or College policy. A **notice letter**

provides a student or organization with the policy or policies violation(s) that are alleged to have taken place. In addition, the letter also provides a student or organization with the date, time, and place of the hearing, as well as the name(s) of the person(s) hearing the case. If the student or organization wishes to contest his or her hearing officer or panel member(s) based upon a perceived conflict of interest he/she should contact the Assistant Dean of Students as soon as possible, but in no less than one full business day before the hearing. A conflict of interest exists where, based upon facts and circumstances, the hearing officer or panel member cannot listen without bias or render a fair and impartial decision.

The panel or administrative hearing officer will listen to and consider all relevant information presented at the hearing. Information supporting the violation(s) alleged may be offered in the form of documents or oral information from the complaining party and other individuals. The responding party shall be provided with an opportunity, and is encouraged, to respond to the allegations and present any information available to support his/her position regarding the alleged violation(s). Parties and other individuals who offer information at a hearing are expected to respond to questions presented via the hearing panel chair and/or by the panel members themselves.

Administrative and panel hearings are audio-recorded. The audio recording is created for two limited purposes only: for reference by the hearing board or officer during deliberations and for review by the appellate officers during an appeal. No other recordings of conduct proceedings are allowed and no other access to the recordings is permitted. The audio recording is destroyed following the conclusion of the proceedings, including all appeals. Once all the information has been presented, everyone will be dismissed from the hearing room so that the panel or administrative hearing officer may deliberate in private.

The hearing panel or hearing officer will determine whether it is reasonable to conclude based upon the available information that the responding party is responsible for the violation alleged. If it is determined that a violation of the Community Standards has occurred for which the responding party is responsible, the panel or hearing officer will determine sanctions, taking into account any previous disciplinary action for which the responding party has been responsible.

The result of the hearing and any sanction imposed are communicated to the responding party. Generally, this will occur within five (5) business days from the date of the hearing. There are some violations, as determined by law, for which a victim or victims will be notified about the outcome of a hearing.

Students and/or organizations are expected to attend scheduled hearings. If a student or organization fails to attend a hearing for any reason other than an emergency, the hearing may be held in the absence of the student or organization. Students and/or organizations can request to have a hearing rescheduled. Requests to Reschedule must be submitted to the Assistant Dean of Students at least two business days prior to the hearing. Requests must come directly from the student receiving a notice letter.

If a hearing must be held at or after the end of the semester and/or a hearing panel cannot reasonably be convened, those cases will proceed to an administrative hearing. Hearings for academic conduct violations will be heard by an Associate Provost or designee of the Provost and hearings for social violations will be heard by the Assistant Dean of Students, or his or her designee.

Because the goals and objectives of the College's Community Standards and policies differ from those of the civil and criminal justice systems, in situations which give rise to both violations of the Community Standards and policies as well as violations of any local, state or federal law, student conduct proceedings may move forward without regard to pending civil litigation, criminal arrest, and/or prosecution. Proceedings under the College's Community Standards and policies may be carried out prior to, simultaneously with, or following civil or criminal proceedings off-campus. On-campus adjudication does not preclude or limit a student's access to the state and federal justice systems.

Interim Suspension: The Vice President for Student Development, the Dean of Students, or their designee, in consultation with the Vice President or Dean, may place a student or organization on interim suspension for any behavior that, in their judgment, poses an ongoing risk of harm to the safety or well-being of the individual or other members of the campus community. Pending formal resolution of the situation as provided by the Community Standards, the student or organization will be denied access to the entire campus. In other cases, the Dean of Students may limit a student or organization’s access to certain College facilities or activities pending resolution of the matter. During interim suspension, a student may continue his/her coursework as outlined in the interim suspension letter.

Outcomes

Hearing panels or administrative hearing officers who find a student or organization responsible for a violation of the Community Standards or College policy, will issue sanctions, including but not limited to, those outlined below. Sanctions may be issued individually or a combination of sanctions may be imposed. The determination of sanctions is based upon a number of factors, including: the interest of the College community; the impact of the violation on the community, its members or its property; any previous conduct violations; and any mitigating or aggravating circumstances.

Academic Misconduct Outcomes

Academic honesty and integrity is a necessary foundation for scholarly work. Cheating in any form is unacceptable. Students found responsible for violations of the Academic Standards will receive an official reprimand and should expect to receive any combination of the following sanctions. The range of sanctions includes, but is not limited to:

A failing grade on the assignment in question

The lowest score that can be earned for the assignment in question will be given and the student's final grade calculated based on the grading information stated in the course syllabus.

Required withdrawal from the course with a penalty grade of "F."
Students immediately lose the privilege of attending the class. A letter grade of "F" will be recorded on the student's academic record and calculated into the semester and cumulative GPA as 0.00. A failed course may be retaken for credit. Both the original grade and the new grade are calculated in the average. All "F" grades continue to appear on the student's academic record regardless of course repetition.

Additional outcomes may include the following, which are fully described in the following section under social outcomes. In cases where a student is found responsible for academic misconduct, a range of sanctions from reprimand to revocation of diploma may be imposed. **The typical sanction for plagiarism is an F in the course and stayed suspension.** Additional potential outcomes include:

- Warning
- Stayed suspension
- Suspension
- Expulsion
- Revocation and/or withholding of diploma

Social Misconduct Outcomes
The outcomes which may be imposed individually or in combination on a student or organization found to have violated the Community Standards include, but are not limited to, the following:

Warning
Notice to a student or organization that continuation or repetition of conduct found to be in violation of the Community Standards or policies may result in further disciplinary action.

Restitution/Restoration
Restitution includes the reimbursement for damages to or the misappropriation of property. Restoration includes the performance of appropriate services to repair or otherwise compensate for damages. Restitution and restoration may also include personal apologies, or other direct efforts to compensate for or address an issue.

Housing Restriction(s)
Housing restrictions include, but are not limited to, restricted access to any or all parts of residence halls, the loss of room selection/lottery privileges, the loss of off-campus lottery participation, relocation to another residence hall facility, requirement to move on-campus at your own expense, removal of guest privileges, and/or restriction from autonomous housing options.

Assessment and Evaluation
Referral to the Counseling Center or approved off-campus agency for various assessments, evaluations or sessions. This includes, but is not limited to; substance abuse assessment, anger management evaluation, conflict mediation, or sexual offenses re-offense assessment.

Restrictions on Participation or Use
Restrictions on participation include the revocation, or the loss for a stated period of time or under a stated set of conditions, of a student's ability to participate in certain College approved activities, including but not limited to varsity sports, clubs, organizations (including but not limited to Greek organizations) or leadership positions with such sports, clubs and organizations. Restrictions on use include the denial of access to, or use of, certain College facilities, programs or equipment for a stated period of time or under a stated set of conditions.

Probation
A specified period of time requiring maintenance of exemplary conduct. Further violations during this time may result in more serious sanctions. This may also include all residents of a house, on or off-campus.

Stayed Suspension
A student or organization on stayed suspension has been found responsible for conduct that warrants suspension from the College. In the exercise of its discretion, Dickinson College has determined to withhold immediate imposition of suspension and to allow the individual or organization to remain on campus, usually with additional terms of compliance. If a student or organization is found in violation of any aspect of the Community's Standards or of terms of compliance during the period of the stay, the stay on this suspension may be lifted and the suspension will become effective immediately, resulting in separation from the College for the remainder of the suspension period. In addition, any other sanctions imposed for the new violation(s) will be imposed. During a period of stayed suspension, the terms imposed on an organization will also be binding on the members of the organization.

Suspension from the College
A student suspended from the College may not participate in classes or other College activities and may not be on College property (except by appointment, arranged in advance with the Provost/Dean of the College or the Dean of Students or one of their designees) for the period of time specified in the notice of suspension. Suspension extending beyond the semester in which action is taken shall consist of units of full semesters, and/or summer sessions. In no case shall the suspension terminate prior to the end of a semester. Courses taken at another institution during this period of suspension will not be accepted for transfer at Dickinson. Conditions for resuming active status on campus following suspension may be imposed by the College.

An organization that is suspended shall be required to forfeit its ability to conduct group-sponsored activities, to participate in College-sponsored activities, and any College support for the organization will be withdrawn, during the period of suspension.

Revocation or Withholding of Diploma and Degree
If a student has graduated, or otherwise satisfied the requirements for earning a degree, from Dickinson College before violations of the Community Standards are discovered or before a determination of violations is complete, the College reserves the right to revoke the diploma

and/or degree conferred, or to withhold the conferring of a degree or diploma otherwise earned for a specified period of time or indefinitely.

Expulsion
For an individual, permanent termination of student status, which includes exclusion from any Dickinson College property, College sponsored or College affiliated events. A person expelled from the College is denied the rights and privileges of inclusion in the Dickinson College community both as a student and as an alumnus.

For an organization, permanent termination of the organization's relationship and status with the College, which includes termination of access to facilities, funding, and/or right to assemble as an organization on College property, and College sponsored or affiliated events. An organization expelled from the College is denied the rights and privileges of inclusion in the Dickinson College community as an organization.

Other:
Such other sanctions as may be appropriate in the judgment of the College.

Appeals Process

Decisions made by a hearing panel or hearing officer following a formal resolution can be appealed by either party within five (5) business days from the date of notification of the decision by the Dean of Students office. The appeal may be based only on one or more of the following grounds:

- Procedures set forth in the Community Standards were not followed;
- The sanctions imposed were excessively harsh or excessively lenient for the violation;
- New or relevant information, not available at the time of the hearing, has arisen

Appeals must be in writing and submitted to the Assistant Dean of Students. The appeal shall consist of a plain, concise and complete written statement on the grounds for the appeal. The Assistant Dean of Students shall determine whether one or more bases for the statement of appeal have been met. If they have, the appeal will be heard by an appellate officer or panel.

The appeals panel shall consider the merits of an appeal only on the basis of the information provided in the written request for appeal, the report of the hearing officer or panel, information obtained during individual meetings with the parties, original hearing officer or panel, and victim, and, if necessary , the hearing audio recording. In cases where the sanction alters the status of the student or organization, the panel may request to meet with the student or organization. Any decision of the appeals panel shall be made by majority vote. The appeals panel must be persuaded to act by clear and convincing reasons. All appeal panel decisions are final, with the exception of cases of expulsion.

In cases involving non-academic violations, the appeals panel is comprised of the Dean of Students, or his or her designee, one student and one faculty member none of whom were involved in the original hearing. In cases which involve academic conduct violations, the appeals panel is comprised of an Associate Provost, one student and one faculty member none of whom were involved in the original hearing. The appeals panel must be persuaded by clear and convincing evidence. The responding party will be notified of the appeal panel's decision by letter within three business days, or as soon as reasonably possible after the decision is rendered.

In cases where expulsion is the sanction recommended by either the hearing panel or the appeal panel, the responding party may appeal the decision of the appeal panel to the President. The President, or his or her designee, shall conduct the final appeal. The appeal must be in writing, addressed to the President of the College and be delivered to the Dean of Students Office within five (5) business days from the date of notification of the decision by the appeals panel. The appeal may be based only on the grounds that procedures set forth in the Community Standards were not followed by the appeals board, the sanctions imposed by the appeals board were excessive for the violation, and/or new or relevant information, not available at the time of the hearing, has arisen. Where the appeal is related to a determination of responsibility for rape, the only available sanction is expulsion and excessive sanction will not be entertained as a basis for appeal.

If an appeal needs to be held at or after the end of the semester and/or an appeal panel cannot reasonably be convened, regardless of whether the hearing took place while classes were in session or not, the appeal shall be heard by the Provost/Dean of the College, or his or her designee, in cases of academic violations or to the Dean of Students, or his or her designee, in cases of social violations.

Student Records and Confidentiality

All resolution proceedings, whether informal or formal, are conducted in compliance with the requirements of FERPA and College policy. No information shall be released from such proceedings except as required or permitted by law (including FERPA) and College policy.

It is generally the policy of Dickinson College to obtain consent from a student before releasing information from a student's education record, including the disciplinary proceedings of the College, to parents. However, where in the judgment of the College the release of such information to parents is appropriate and is not otherwise prohibited by FERPA or other applicable laws, the College reserves the right to release information without student consent. The College's complete FERPA policy may be found in the Student Handbook.

Informal resolution is an administrative proceeding, and matters resolved through informal resolution processes are not part of a student's conduct files, subject to the exception noted in the previous description of the Informal Resolution section.

Affirmative findings of responsibility in matters resolved by formal resolution proceedings are part of a student's conduct record. Once a student has been found responsible for violating the

Community Standards by formal resolution proceedings, all records of matters addressed by informal resolution shall be transferred to and become a part of a student's conduct record. Such records shall be used in reviewing any further conduct, developing sanctions, and shall remain a part of a student's conduct record for all purposes.

Generally suspension, expulsion, and withdrawal pending disciplinary action are permanently noted on a student's transcript. The conduct files of students who have been suspended or expelled from the College are maintained in the Dean of Students Office for no less than five years after their departure from Dickinson. In most cases, conduct files of students who have not been suspended or expelled are destroyed upon their graduation. Further questions should be directed to the Assistant Dean of Students.

Records of disciplinary action involving organizations (other than stayed suspension, suspension or expulsion) are destroyed after five (5) years.

Students who declare an interest in studying abroad through the Office of Global Education are subject to a conduct record check. Information that will be shared with the Office of Global Education includes, but is not limited to; violations that resulted in the suspension of the student, violations that resulted in a student being placed on stayed suspension or conduct probation, violations involving illicit drugs or drug paraphernalia, sexual harassment, sexual offenses, other acts of violence, and major damage to property. It is within the sole discretion of the College, through the Office of Global Education, to determine whether a student who has violated College policy and/or the Community Standards is eligible to study abroad. Consideration and qualification for study abroad are not disciplinary determinations but may be affected by a student's disciplinary record.