

## STANDARDS OF STUDENT CONDUCT

Midwestern Career College strives to create an academic environment that is conducive to learning and that supports a safe and comfortable environment for all members of the MCC community. To create this environment, certain behaviors are not tolerated by MCC. The student's behavior may be subject to the corrective action whenever he or she commits or attempts to commit a violation of the Standards of Student Conduct on property belonging to or under control of the college, or at an activity, function or event sponsored or supervised by the college. In addition, if a student commits a violation of the Standards of Student Conduct while off-campus (including through technology or social media), the student's behavior may be subject to the corrective action if the behavior adversely affects:

- the mission or reputation of the college;
- the MCC community;
- the ability of an individual member of the MCC community to pursue his/her education and/or employment (including the creation of a hostile environment); or a function or operation of the college.

## PROHIBITED CONDUCT

- **Academic Dishonesty:** any means of cheating, plagiarism, falsification, or academic dishonesty.
- **Alcohol:** MCC is an alcohol-free campus. Therefore, sale, exchange, use, possession, or consumption of alcoholic beverages on campus is prohibited.
- **Destruction of Property and/or Vandalism:** the intentional and/or reckless destruction of property; damaging, destroying, defacing, tampering, misuse, or abuse of college property or the property of individuals.
- **Disruptive Conduct, Harassment, and Intimidation:** conduct that is disorderly, unnecessarily disturbs others, and/or is disruptive to the standard practices and functions of the college. Behavior that is harassing, intimidating, or threatening is prohibited. Swearing directed at others is prohibited.
- **Disruptive Classroom Conduct:** disruptive classroom conduct means engaging in behavior that substantially or repeatedly interrupts either the instructor's ability to teach or student learning. The classroom extends to any setting where a student is engaged in work toward academic credit or satisfaction of program-based requirements or related activities.
- **Discrimination:** Intentional discrimination against a person or group of people on the basis of race, color, religion, national origin, sex, age, disability, veteran status, or sexual orientation, gender identity, or gender expression except where such distinction is allowed by law.
- **Disruption/Obstruction:** obstructing or interfering with MCC functions or any MCC activity. Conduct that is disorderly, unnecessarily disturbs others, and/or is disruptive to the standard practices and functions of the college, including but not limited to, fighting, quarreling, excessive noise, a disruption by the use of all types of cameras, electronic tablets, cell phones, and/or communication devices.
- **Driving under the influence:** driving under the influence of alcohol or other controlled substance(s).
- **Drugs:** MCC is a drug-free zone, therefore, the sale, exchange, use, possession, or consumption of illegal drugs on campus is prohibited.

- Externship Violations: any violation of MCC externship policies, the externship site's policies, or dismissal from a clinical site due to conduct violations.
- Failure to Comply or Identify: willful obstruction and/or failure to comply with the legitimate oral or written directive of college staff and/or instructors acting in the performance of their prescribed duty or failing to identify oneself to these persons when requested to do so.
- False Complaint: Intentionally filing a false complaint.
- False Statements: being party to falsification; giving or providing false statements, written or oral; and/or providing false information during any college proceeding or to any college official.
- Falsification of Records: altering, tampering, forging, or knowingly using falsified documents or records.
- Indecent Exposure: Intentionally exposing genitals, buttocks, or breasts in a public place without college's authorization.
- Infliction of Harm: any act that results in the infliction of pain or injury to students, staff, instructors, and all other members of the MCC community.
- Misrepresentation. misrepresenting information or providing false information to a college official.
- Misuse of Technology: intentional or reckless interference with or disruption of college technology services or resources (e.g., computer disk storage, data, software, voice communications, network), unauthorized use, misuse, abuse, alteration, disclosure or destruction of college technology services or resources, improper access to college technology services/resources, violation of intellectual property (e.g., copyright) rights or restrictions of others, or any violations of MCC Internet and Wi-Fi Acceptable Use Policy.
- Photographing or Videotaping: photographing, videotaping, filming, digitally recording, or by any other means, secretly viewing with or without a device, another person without that person's consent in any location where the person has a reasonable expectation of privacy, or in a manner that violates a reasonable expectation of privacy. This section does not apply to lawful security surveillance filming or recording that is authorized by college officials.
- Public Intoxication: presenting a threat to oneself or others due to being under the influence of alcoholic beverages or other drugs.
- Retaliation: action taken by an accused individual or an action taken by a third party against any person because that person has reported a violation of the college's sexual misconduct or anti-discrimination policies or because that person has filed a complaint, served as a witness, assisted, or participated in an investigation or proceeding. This includes action taken against a bystander who intervened to stop or attempt to stop discrimination, harassment, or sexual misconduct. Retaliation includes intimidating, threatening, or coercing an individual because of the individual's complaint or participation.
- Sexual Misconduct: any violation of the MCC Sexual Misconduct Policy including, but not limited to, engaging in or attempting to engage in sexual assault, sexual exploitation, sexual intimidation, and/or sexual harassment.
- Smoking on Campus: smoking is not permitted on MCC campus.
- The Threat of Harm: any behavior that intimidates, harasses, or intends to inflict pain or injury to another person. This includes threats towards students, staff, instructors, and all other members of the MCC community.
- Theft: any theft or attempted theft of property belonging to the College or students, staff, instructors, and all other members of the MCC community.

- Unauthorized Presence: unauthorized presence on or use of college premises, facilities, or property.
- Violation of Laws or Policy: violation of any government laws or ordinances, or of any college rules, regulations, or policies.
- Weapons: use, possession, or transportation of weapons on campus including fireworks, firearms, knives, explosives, ammunition, or any item modified or adapted to be used as a weapon.

### **CORRECTIVE ACTION**

If any portion of the Standards of Student Conduct is violated, corrective action will take place. In deciding which initial corrective action would be appropriate, the college will consider the seriousness of the infraction, the circumstances surrounding the matter, and the student's previous record.

Examples of corrective actions:

- Oral Warning – A meeting will be held with the student(s) and Academic Manager. The details of that conversation will include the policy(s) violated and the expectations moving forward.
- Written Warning – A meeting will be held with the student(s) and Academic Manager. The details of that conversation will include the policy(s) violated and the expectations moving forward. This conversation will be documented, and the student will receive a written copy of the conversation summary and sign a copy to be kept in their student record.
- Probation - A meeting will be held with the student(s) and Academic Manager. The details of that conversation will include the policy(s) violated, the expectations moving forward, and the length of time for the probationary period. This conversation will be documented, and the student will receive a written copy of the conversation summary and sign a copy to be kept in their student record. Should another violation occur while the student is on probation, the student will be dismissed from the college.
- Dismissal - A meeting will be held with the student(s) and the Director of Academic Operations. The details of that conversation will include the policy(s) violated and the previous discussions around the student's behavior. This conversation will be documented, and a copy will be kept in their student record.

Though committed to a progressive approach to corrective action, MCC may consider certain infractions and violations of standards of conduct as grounds for immediate dismissal from the College.

### **DISMISSAL APPEAL**

Students who have been dismissed from the college due to a violation of standards of student conduct may appeal this decision by submitting an appeal letter within fourteen (14) calendar days of the dismissal. The appeal letter needs to be submitted in person or by email to the Academic Manager. The Academic Council will review the appeal within five business days of the appeal letter receipt. The decision of the Academic Council is final and may not be further appealed.