

Definitions of terms used in this section shall be as follows.

“STUDENT”

A “student” shall mean one who is currently enrolled in the College District. These policies and regulations shall also apply to any prospective or former student who has been accepted for admission or readmission to any component institution while he or she is on the premises of any component institution.

“PREMISES”

The “premises” of the College District is defined as all real property over which the College District has possession and control.

Intellectual Property

The college retains ownership of any work or work product created by a College District employee, agent, or student employee, on College District time or created in the course and scope of his or her employment. Intellectual property rights are applicable to students. CT (LOCAL) states "A student shall retain all rights to work created as part of instruction or using College District technology resources". This policy also describes methods in which the College District and an employee would agree to share the revenue and ownership of intellectual property.

“SCHOLASTIC DISHONESTY”

“Scholastic dishonesty” shall include, but not be limited to, cheating, plagiarism, and collusion.

“Cheating” shall include, but shall not be limited to:

1. Copying from another student’s test or class work;
 2. Using test materials not authorized by the person administering the test;
 3. Collaborating with or seeking aid from another student during a test without permission from the test administrator;
 4. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test, paper, or another assignment;
 5. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test;
 6. Substituting for another student, or permitting another student to substitute for one’s self, to take a test;
 7. Bribing another person to obtain an unadministered test or information about an unadministered test;
- or
8. Manipulating a test, assignment, or final course grades.

“Plagiarism” shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work.

“Collusion” shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

“DISORDERLY CONDUCT”

“Disorderly conduct” shall include any of the following activities occurring on premises owned or controlled by the College District:

1. Behavior of a boisterous and tumultuous character such that there is a clear and present danger of alarming persons where no legitimate reason for alarm exists.
2. Interference with the peaceful and lawful conduct of persons under circumstances in which there is reason to believe that such conduct will cause or provoke a disturbance.
3. Violent and forceful behavior at any time such that there is a clear and present danger that free movement of other persons will be impaired.

4. Behavior involving personal abuse or assault when such behavior creates a clear and present danger of causing assaults or fights.
5. Violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct under circumstances in which there is reason to believe that such conduct will cause or provoke a disturbance.
6. Willful and malicious behavior that interrupts the speaker of any lawful assembly or impairs the lawful right of others to participate effectively in such assembly or meeting when there is reason to believe that such conduct will cause or provoke a disturbance.
7. Willful and malicious behavior that obstructs or causes the obstruction of any doorway, hall, or any other passageway in a College District building to such an extent that the employees, officers, and other persons, including visitors, having business with the College District are denied entrance into, exit from, or free passage in such building.

RESPONSIBILITY

Each student shall be charged with notice and knowledge of, and shall be required to comply with, the contents and provisions of the College District's rules and regulations concerning student conduct.

All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. Each student shall be expected to:

1. Demonstrate courtesy, even when others do not;
2. Behave in a responsible manner, always exercising self-discipline;
3. Attend all classes, regularly and on time;
4. Prepare for each class and take appropriate materials and assignments to class;
5. Obey all classroom rules;
6. Respect the rights and privileges of students, faculty, and other College District staff and volunteers;
7. Respect the property of others, including College District property and facilities; and
8. Cooperate with and assist the College District staff in maintaining safety, order, and discipline.

PROHIBITED CONDUCT

The following behavior shall be prohibited:

FEDERAL, STATE, AND LOCAL LAW

1. Violations of federal, state, or local law or College District policies, procedures, or rules, including the student handbook.

PROHIBITED WEAPONS

2. Possession, distribution, sale, or use of firearms or other prohibited weapons without prior approval. [See FLBF]

DRUGS AND ALCOHOL

3. The use, possession, control, manufacture, transmission, or sale, or being under the influence, of a drug or narcotic, as those terms are defined by the Texas Controlled Substances Act, or other prohibited substances described in FLBD, unless under the direction of a physician.
4. The use, possession, control, manufacture, transmission, or sale of paraphernalia related to any prohibited substance.
5. The use, possession, control, manufacture, transmission, or sale, or being under the influence, of alcohol or other intoxicating beverage without the permission of the College District.

DEBTS

6. Owing a monetary debt to the College District that is considered delinquent or writing an "insufficient funds" check to the College District.

DISRUPTIONS

7. "Disorderly conduct", as defined above or disruptive behavior.

BEHAVIOR TARGETING OTHERS

8. Threatening another person, including a student or employee.
9. Intentionally, knowingly, or negligently causing physical harm to any person.
10. Engaging in conduct that constitutes harassment, bullying, or dating violence directed toward another person, including a student or employee. [See DOA, FFD, and FFE as appropriate]
11. Hazing with or without the consent of a student. [See FLBC]
12. Initiations by organizations that include features that are dangerous, harmful, or degrading to the student, a violation of which also renders the organization subject to appropriate discipline.
13. Endangering the health or safety of members of the College District community or visitors to the premises.

PROPERTY

14. Intentionally, knowingly, or negligently defacing, damaging, misusing, or destroying College District property or property owned by others.
15. Stealing from the College District or others.

DIRECTIVES

16. Failure to comply with directives given by College District personnel.
17. Failure to provide identification when requested to do so by College District personnel.

TOBACCO

18. Possession or use of tobacco products on College District premises without authorization.

MISUSE OF TECHNOLOGY

19. Violating policies, rules, or agreements signed by the student regarding the use of technology resources.
20. Attempting to access or circumvent passwords or other security-related information of the College District, students, or employees or uploading or creating computer viruses.
21. Attempting to alter, destroy, or disable College District technology resources including but not limited to computers and related equipment, College District data, the data of others, or other networks connected to the College District's system.
22. Using the Internet or other electronic communications to threaten College District students, employees, or volunteers.
23. Sending, posting, or possessing electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal.
24. Using e-mail or Web sites to engage in or encourage illegal behavior or threaten the safety of the College District, students, employees, or visitors.
25. Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten the safety of the College District, students, employees, or visitors.

DISHONESTY

26. Scholastic dishonesty, as defined above.
27. Making false accusations or perpetrating hoaxes regarding the safety of the College District, students, employees, or visitors.
28. Intentionally or knowingly providing false information to the College District.
29. Intentionally or knowingly falsifying records, passes, or other College District-related documents.

GAMBLING

30. Gambling.

OTHER CONDUCT

31. Engaging in any conduct that College District officials might reasonably believe will substantially disrupt the College District program or incite violence.

DISCIPLINE

A student shall be subject to discipline, including suspension, in accordance with FM and FMA if the student violates this policy:

1. While on College District premises;
2. While attending a College District activity; or
3. While elsewhere if the behavior adversely impacts the educational environment or otherwise interferes with the College District's operations or objectives.

PENALTIES FOR STUDENT MISCONDUCT

A student shall be subject to discipline for violations of College District policies and procedures, including the rules outlining expectations for student conduct. If a student commits an infraction or engages in misconduct, the College District may impose one or more of the following penalties:

1. **Reprimand** - A verbal or written warning to the student following a rule violation. Repetition of such misconduct may result in more severe disciplinary action.
2. **Restitution** - Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.
3. **Scholastic penalties** - The assignment of a failing grade on an assignment or examination or in a course by an instructor based on scholastic dishonesty; including cheating, collusion, and plagiarism; committed by a student. The instructor shall submit a written report of the incident and of the planned action to the instructor's dean.
4. **Conditional Probation** - The placing of a student on notice that continued infraction of regulations may result in suspension or expulsion from the College District. Conditional probation may include restrictions on a student's rights and privileges or specified community service. The probation may be for a specified length of time or for an indefinite period according to the relative severity of the infraction or misconduct. Failure to fulfill the terms of the probation may lead to suspension or expulsion.
5. **Suspension** - Forced withdrawal from the College District for either a definite period of time or until stated conditions have been met. Normally, suspension shall extend through a minimum of one regular long semester (with summer sessions not counting in the one semester minimum time lapse). However, suspension may exceed the one semester minimum.
6. **Expulsion** - Permanent forced withdrawal from the College District. A student receiving disciplinary expulsion shall have the action noted in the student's permanent record.

SUSPENDED OR EXPELLED STUDENTS

No former student who has been suspended or expelled from the College District for disciplinary reasons shall be permitted on the campus or other facilities of the College District, initiated into an honorary or service organization, or permitted to receive credit for academic work done in residence or by correspondence or extension during the period of suspension or expulsion without the prior written approval of the College President or a designated representative.

DISCIPLINARY RECORD