

Huron

UNIVERSITY



Huron University College Code of Student Conduct

1. The Purpose, Scope, and Shape of the Code

By registering at Huron University College, you become part of a university community. Being part of a university community, like being part of any community, requires that you interact with others in ways that support the safe, equitable, respectful, and harmonious continuation of the community. This code of student conduct sets standards of behaviour and treatment of others that ensure that Huron University College continues to function safely, effectively, and productively as a community. You are responsible for knowing the code and making informed decisions in light of this information as part of your development at Huron as a self-disciplined and accountable individual.

Huron does not stand "in loco parentis," which is to say that it has no general or universal responsibility for the moral and social behaviour of its students as if they were its children. You have the right to organize your own personal life, behaviour, and associations. At the same time, Huron has a responsibility to ensure that the rights of all members of the community to peaceful and safe and supportive enjoyment of the programs and facilities of the college are protected.

This code is intended to set standards of behaviour for Huron students and their guests inside and outside the classroom on the Huron premises, and on the premises of Western University, King's University College, and Brescia University College, and also in the community at large whenever a student is participating in a Huron-sponsored program or activity or is identifiably representing the institution.

In the event that the standards of behaviour outlined in this code are not maintained, the document includes detailed descriptions of the steps to be taken to enforce the standards and protect the community. The process for dealing with complaints under the code is intended to protect the rights and entitlements of all parties. It models the kind of fair-minded and evidence-based approaches that govern successful communities, and it provides for careful consideration, and, where warranted, reconsideration, of every case on its own merits.

This code exists in a broader context of codes and policies that relate to student conduct, including: the Criminal Code of Canada, the Huron Residence Discipline Code,

Huron's Harassment and Discrimination policy, Huron's Sexual Violence Policy and Response Protocol, Western University's Code of Student Conduct, the Senate Policy on Discipline for Undergraduate Students, the Senate Policy on Discipline for Graduate Students, and the Undergraduate Student Academic Appeals Policy of Senate. A student found responsible for misconduct under this code may also be subject to proceedings under the Criminal Code. A decision by civil authorities not to act under the Criminal Code does not mean that an offence is not therefore subject to this code. With regard to other university policies listed above, a single offence may only be subject to one single policy.

[Definitions of offences under the code, penalties for those offences, and procedures are limited to what is outlined in Sections 2,3, and 4 below.]

2.) Standards of Conduct

As a member of the Huron community, you are expected to respect the dignity and well-being of all members of the community, as well as their right to safe enjoyment of the programming and facilities of Huron, and to respect the property of others and of Huron. This code is designed specifically to protect activities, persons, and property in the Huron community and, as a result, it defines as the instances of misconduct under the code (and eligible for penalty under the code) the behaviours listed below. In each instance, aiding or encouraging others in the commission of one of the listed acts, and any attempt to commit one of the listed acts, whether or not the attempt is successful, are also considered offences under the code.

a.) Disruption of instructional activities, meetings, or any other authorized Huron activities through:

action;

threat;

written material.

This is not to be seen as interfering with rights to peaceable assemblies and demonstrations, lawful picketing, or the exercise of free speech.

b.) Misconduct against persons through:

assault, harassment, intimidation, threat, coercion;

threatening or endangering the health or safety of others;

knowingly (which includes when one should reasonably have known) creating a condition that endangers the health, safety, or well-being of any person;

coercing, enticing, or inciting a person to commit an act that is humiliating or demeaning to that person or others.

This includes any such conduct through electronic media where the message or image is capable of broadcast dissemination.

c.) Misconduct involving property through:

entry and/or presence on any premises of Huron, Western, King's,

or Brescia contrary to regulations or without express or implied authority, or contrary to an express instruction or direction from an authorized official;
misappropriation, damage, unauthorized possession, defacement and/or destruction of premises or property of Huron or of the property of others;
use of Huron facilities, equipment, or services contrary to express instruction or without proper authority;
misuse of Huron supplies and documents, including equipment, library and computer resources, keys, records, transcripts, and permits;
tampering with emergency telephones, fire protection equipment including bells, extinguishers and hoses, alarms;
setting a false fire alarm;
setting a fire;
blocking or wedging open fire and smoke doors on corridors and stairways.

d.) Fraudulent representation through:

furnishing false information to any person or office acting on behalf of Huron or Western University;
forging, altering, or misusing any document, record, card, or instrument of identification.

e.) Misuse of alcohol and drugs through:

illegal possession or distribution of a controlled or restricted substance;
contravention of laws or policies regarding the possession, distribution and consumption of alcoholic beverages on the premises;
inappropriate use of over-the-counter or prescription drugs that results in behaviour related to any of the 9 types of offences listed in this code.

f.) Misuse of dangerous objects and substances through:

storage, possession, or use of firearms, explosives or other weapons;
storage, possession, or use of flammable solvents, biohazardous, volatile or poisonous materials.

g.) Violation of published Huron policies and published policies of Western University as listed at the outset of this code.

h.) Contravention of any provision of the Criminal Code or any other federal or provincial statute or municipal by-law.

i.) Failure to comply with any penalty imposed by Huron for misconduct under this code.

3.) Penalties

Penalties for misconduct under this code are designed to be proportional to the offence. They are listed below, with their expected applicability to the types of misconduct listed

above indicated by numbers that correspond to those above. A second instance of misconduct will merit more severe penalty.

- 1.) Formal letter of reprimand, maintained on file in the office of the principal until the student's graduation [may be applied for any offence]
- 2.) Prohibition from activities at Huron [may be applied for offences a,b,c,e,f,h,i.]
- 3.) Prohibition from association with people at Huron [may be applied for offences a,b,e,f.]
- 4.) Prohibition from facilities at Huron [may be applied for any offence]
- 5.) Removal from academic programming at Huron and/or Western, Brescia, King's through:
 - a.) Removal from Course Registration [may be applied for offences a,b,d,g,i.]
 - b.) Removal from Registration in Multiple Courses [may be applied for offences a,b,d,g,i.]
 - c.) Suspension from the university for a specified period of time from one to three years [may be applied for offences a,b,d,g,i.]; this is recorded on the academic transcript
 - d.) Expulsion from the university [may be applied for offences a,b,d,g,i.]; this is recorded on the academic transcript
- 6.) Forfeiture of eligibility for Huron awards or financial assistance [may be applied for offences a,b,c,d,g,h.]
- 7.) Compensation to the institution in the form of service, money or material replacement [may be applied for offences c,d,f.]

4. Procedures

Wherever possible, minor incidents of failure to meet the standards of behaviour outlined above should be addressed through informal means. However, this may not always be possible for minor incidents and is not appropriate for major incidents.

4.1 Making a complaint under the code

4.1.1 Any person who alleges, with evidence, that a student of Huron has acted contrary to this code may make a complaint to one of the following officers of the university: the Principal, the Dean of the Faculty of Arts and Social Science, the Dean of the Faculty of Theology, the Chief Administrative Officer. Only one officer will be involved at any level in any single case. A complaint will be in written form and it will detail the allegations clearly, along with any evidence in support of them.

4.1.2 Complaints will be dealt with expeditiously and sensitively.

4.1.3 Please note that any complaint that is found to be frivolous or vexatious may be subject to discipline under this code (sections 2b, d, or g.) or under some other policy.

4.2 Responding to a Complaint under the code

4.2.1 You will receive written notice from one of the university officers listed above that a complaint has been made against you. The notice of complaint will outline what the allegations and the evidence in support of them are. It will also specify how long you may have to respond. This will not be fewer than 10 business days.

4.2.2 In some cases, where the University officer believes your conduct constitutes an immediate threat to the rights of members of the community to enjoyment of a safe and respectful environment, she or he may impose interim measures to remove you from interaction with other members of the community. The interim measures may take the form of penalties 2,3, and 4 listed above in section 3. If this is the case, you will be informed in writing of the interim measure(s), and the reason for it/them.

4.2.3 You will be invited to respond to the allegations listed in the notice of complaint and to present evidence to the university officer, in writing. You have the option of meeting personally with the university officer to discuss the matter prior to making your written response. At any personal meeting, you have the option to be accompanied by a colleague of your choosing. If you choose to be accompanied you must inform the university officer, prior to the meeting, of the name of that person and their relationship to you. Legal representation will not be considered at this stage (but is permitted at the appeal stage described below.)

4.2.4 After receiving your written response to the complaint (after the meeting, if you choose to have a meeting), the university officer will decide whether you have acted contrary to the standards set by the code.

4.2.5 If you have not responded, or made an arrangement for a meeting, after a reasonable period of time as set out in the original notice of the allegations, the university officer may proceed to dispose of the complaint without a response or meeting.

4.2.6 If the finding is that there is misconduct, the university officer may impose an appropriate sanction (penalty) or sanctions (penalties). The decision of the university officer, with reasons, will be communicated in writing to you through your Western e-mail account. A copy of the decision will be provided to any university offices that need to know about it, for their files; and a copy will be kept in the principal's office.

4.2.7 If you believe that the decision and/or the sanction (penalty) is unreasonable or is not properly supported by the evidence available to the university officer, you may appeal to the Campus Discipline Appeals Committee. You may also appeal if you believe the university officer made a mistake in procedure, or if there is relevant new

evidence that was not available to the university officer at the time of making the decision, or if you believe the university officer had no authority under the code to make the decision or impose the sanction.

4.2.8 You must make your written appeal within 2 weeks of when you receive notice of the decision and the sanction or sanctions. You must submit your appeal to the secretary of the Huron University College Executive Board, who will provide one copy of it to the university officer (as "respondent") and to the chair of the Campus Discipline Appeals Committee (CDAC).

4.2.9 Your appeal must include a copy of the original notice of allegation of the offence and of the notice of decision and sanctions. You must state the grounds for appeal (see above), the relief or resolution you seek, a statement supporting the grounds for appeal, any documentation in support of your claim, and any new evidence.

4.2.10 The university officer whose decision you are appealing will have 10 days to make a detailed response to your appeal by writing to the chair of the CDAC.

4.2.11 A panel (Group of members) of CDAC will be created to consider the appeal.

4.2.12 The panel will decide whether to consider the appeal as a written appeal or to hold an oral hearing. You have the right to make a case for an oral hearing, although the CDAC may choose not to proceed to oral hearing. If there is to be an oral hearing, you will be notified of deadlines.

4.2.13 The panel may dismiss your appeal as having insufficient grounds (see above); or it may consider your appeal and nevertheless uphold the original findings and sanction(s); or it may consider your appeal and uphold the original findings but not the original sanction(s); or it may consider your appeal and overturn both the original findings and the original sanctions.

4.2.14 The decision of the CDAC will be given to you within 10 days of your filing of your appeal, and the decision will be filed with the secretary of the Huron University College executive board and copied to university offices with a need to know.

4.2.15 If you believe that the CDAC did not have the power to reach the decision it did, or that CDAC committed a serious procedural error that was prejudicial to your case, you may appeal to the chair of the Huron University College Executive Board, stating the full grounds of the appeal. If the university officer who made the original decision believes any of these things, she or he has similar recourse to appeal the decision of the CDAC.

4.2.16 The chair of the executive board may dismiss the appeal or order that the matter be reheard. The decision of the chair of the executive board is final.

4.2.17 During the appeal process, all parties have a right to legal counsel, at the parties' own respective expenses.

4.2.18 While your appeal is being considered by the CDAC, the sanctions remain in effect, unless explicitly set aside by the CDAC on receiving the appeal.

Review of Code

The Policy will be reviewed as required, with a full review occurring every four years.

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