

Student Conduct and Disciplinary Sanctions

Student Conduct

Arkansas Northeastern College is a tax-supported educational institution whose mission is to provide educational opportunities to all who enroll. Enrollment as a student at ANC is a voluntary entrance into the academic community through which the student voluntarily assumes obligations of performance and behavior which are imposed by the College relevant to its lawful missions, processes, and functions. The College reserves the right to discipline students to secure compliance with its missions, processes, and functions. The College may ask the student to leave the academic community.

Although it is impossible for a regulation to cover every possible act of misconduct, the principle areas of misconduct which may subject a student to disciplinary actions are as follows:

1. Possession, use, and/or distribution of alcoholic beverages, in any form, in or upon College grounds. Use, distribution, or possession of drugs, narcotics and/or chemicals without medical prescription under medical supervision.
2. Gambling on or about College property.
3. Disorderly or disruptive conduct which substantially threatens, harms, or interferes with College classes, personnel, students or visitors, or orderly College processes and functions, including but not limited to (a) fighting, (b) public intoxication, or lewd, indecent, obscene conduct, or expression on College property or at any College sponsored function. Disorderly/disruptive conduct within a classroom may result in immediate dismissal from the class. The student may make an appointment with the Vice President for Student Affairs, with one of two options possible: administrative withdrawal from the class or probation and return to the class, with the understanding that another incident will result in administrative withdrawal from the class or suspension from the College.
4. Entering a locked area or vehicle of another student or other unauthorized use of College property.
5. Dishonesty, such as cheating, plagiarism, sale or purchase or exchange of term papers or research papers, or knowingly furnishing false or misleading information written, orally, or electronically, including forgery, alteration, or misuse of College documents, or identification.
6. Physical assault or abuse or attempted physical assault or abuse, or conveyance of threats of physical assault or abuse, of any person on College owned or controlled property or at College sponsored or supervised functions or conduct which threatens or endangers the safety or health of such person.
7. Throwing/shoving objects or causing an object to fall from buildings or other elevated areas when such throwing/shoving or dropping creates a risk of personal injury or property damage.
8. Violation of College policies or regulations concerning approval of student organizations, the use of College personnel acting in the performance of their duties.
9. Failure to comply or willful obstruction with the legitimate oral or written directives of College personnel acting in the performance of their duties.
10. Legal or unauthorized possession or use of firearms, fireworks, other weapons, or chemicals which are of an explosive or corrosive nature.
11. Theft, attempted theft, possession, sale or barter, destruction, vandalism, misuse, or threats to destroy any property of the College or of a member of the College community or campus visitor.
12. Abide by the state rules of the College regarding the operation and parking of vehicles.

13. Engaging in overt physical acts which interfere with the normal activities of the College; the creation of any disturbance or noise so as to disturb others and/or interfere with the College's learning environment is prohibited. Radios (including automobile radios) are not allowed to be played within the buildings or on the grounds unless earphones are used or unless the radio is played in an appropriate area of the grounds and at a volume not disturbing to others. Cellular phones must be turned off while in class.
14. The making of false fire alarms, tampering with fire extinguishers, alarms, or other safety equipment.
15. Engaging in hazing such as any action taken intentionally to produce mental/physical discomfort, embarrassment, ridicule, or possibly cause mental/physical harm or injury to any person.
16. Violation of the College Computer Use Policy.
17. Each student is held responsible for information published through notices and announcements placed on bulletin boards and in the catalog, general brochures, handbook, or read by the instructor.
18. Students are responsible for the conduct of their guests (someone who reasonably appears to be with a student) on or in College property and at functions sponsored by the College or any recognized College organization.

The above is applicable to all College facilities and sites, permanent or temporary, on or off its main campus in Blytheville and including College or officially authorized vehicles when participating in transition to or from facilities or sites. These policies also apply to any student participating in a college-sponsored activity.

Disciplinary Procedures and Judicial Process

Just as the College maintains high standards of academic performance, the members of the College community support high standards of individual conduct and human relations. The responsibility for one's own conduct and respect for the rights of others are essential for the academic and personal freedom within the academic community.

Self-discipline and regard for the rights of others are the main elements of College discipline. The College reserves the right to deny admission or refuse enrollment to students whose actions are contrary to the purposes of the academic community or impair the welfare or freedom of other members of the academic community.

Disciplinary procedures are followed when a student fails to exercise his responsibility in an acceptable manner or commits an offense as outlined in the section entitled "Student Conduct." The College disciplinary procedures afford students the opportunity to participate in discussions of the matter and to present information in one's own behalf and to appeal.

The following penalties may be affected for the student adjudged guilty:

1. Disciplinary Reprimand-The student is formally notified in writing that his or her behavior has been in violation of College regulations as charged.
2. Interim Suspension-The Vice President for Student Affairs or designee may impose an Interim suspension and/or loss of privileges upon any student whose presence on campus constitutes a threat to the health, safety, and welfare of any other student, College personnel, College property, or to the welfare of the College. The interim suspension shall remain in effect until the hearing on the charges served upon the student, by the Student Disciplinary Committee, pursuant to this Rule, is completed and a decision is rendered by the Student Disciplinary Committee.
3. Disciplinary Probation-The student is informed in writing that he or she is being placed on disciplinary probation for specific period of time. This action is a period of official censure. The probation action may specify any conditions with which the student must comply or any privileges which may be withheld. It may include a written agreement between the student and the College, which is in effect for a specific period of time. Probation may include, but is not limited to, the loss of privilege to represent the College in an official capacity, including holding of office in student organizations. If the student is found in violation of the probation by subsequent violation(s) prior to the completion of the probationary period, he may receive expulsion or any lesser penalty. The duration of the probation period and conditions imposed shall be in proportion to the seriousness of the misconduct.
4. Suspension-The student is informed in writing that he or she is being involuntarily suspended from the College community for a designated period of time. The student may not attend classes, take exams, receive grades, or be on College property except for authorized College business during the suspension period. Authorized College business must be approved in advance by the Vice President of Student Affairs or designee. After the

period of suspension, the student must seek written approval by the Vice President of Student Affairs to return to the College. The student will not be entitled to any refund of previously paid tuition or fees.

5. Expulsion-The student is informed in writing that he or she is being expelled from the College. This action is one of involuntary separation from the College, and the relationship between the College and the student is permanently terminated. The student is not permitted on College property. The student will not be entitled to any refund of previously paid tuition or fees.
6. Payment of Damages/Restitution-In addition to the foregoing penalties, a student may be required to pay for damages or monetary loss to College property, provided that such compensation be limited to the actual cost of repair or replacement of such property. Restitution becomes a financial obligation to the College, and either full payment or a written agreement for partial payment according to a schedule agreed to by the Vice President for Student Affairs is required before the student may register for classes, graduate, or receives transcripts or request that official transcripts be mailed by the College.

A student resisting authority upon being challenged in regards to the violations of the rights of others. A student resisting authority upon being challenged in regards to the violation of the rights of others and/or property damage shall be subject to arrest by civil authorities.

Student Disciplinary Procedure

The Student Disciplinary Committee exists to review and recommend action regarding matters of misconduct or student grievances. The Student Disciplinary Committee is advisory to the President and meets only when requested by the President. The members shall include five professional employees (total) from the divisions of Academic Affairs and Student Affairs. No more than one member may be from the Administration. Members of the Committee are appointed by the President for one year when need arises.

Just as the College maintains high standards of academic performance, the members of the College community support high standards of individual conduct and human relations. The responsibility for one's own conduct and respect for the rights of others are essential for the academic and personal freedom within the academic community.

Self-discipline and regard for the rights of others are the main elements of College discipline. The College reserves the right to deny admission or refuse enrollment to students whose actions are contrary to the purposes of the academic community or impair the welfare or freedom of other members of the academic community.

Disciplinary procedures are followed when a student fails to exercise his responsibility in an acceptable manner or commits an offense as outlined in the section titled "Student Conduct." The College disciplinary procedures afford students the opportunity to participate in discussions of the matter and to present information in one's own behalf and to appeal.

To protect students against arbitrary judgments or inappropriate effects of regulations, the College has established a Student Disciplinary Committee, which serves as a function of the Office of Student Services. Committee members include representatives of the faculty and staff which are appointed by the President.

- A. No member of the Student Disciplinary Committee who has an interest in the case may sit in judgement.
- B. The jurisdiction and authority of the Student Disciplinary Committee shall be to hear evidence, to make findings of fact, and to make recommendations based upon these facts.
- C. Written charges of alleged violations shall include the rule or rules allegedly violated a statement of the facts to be presented, and a statement that a hearing will be held before the Committee of the charges, together with notice of the date, time, and place of the hearing.
- D. Written charges shall be served by handing a copy to the student or by mailing via electronic mail to the student's e-mail account and a copy to the student. The hand delivery or the time of mailing shall not be less than five days before the date of the hearing specified. The student may waive in writing the five-day time period, and request an earlier hearing date. The student's written request must state the earliest date the student will be prepared to proceed with the appeal hearing. The chairperson of the Committee shall set a hearing date on or subsequent to the date requested by the student, and shall seek to set the hearing date as early as practical, with

due consideration to the availability of the members of the Student Disciplinary Committee, the availability of witnesses, and the gathering of evidence by College personnel.

E. A hearing shall be held at the date, time, and place specified in the written notice of charges or the earlier date as set by the chairperson upon the student's written request, unless the hearing is postponed by the chairperson of the Student Disciplinary Committee for good cause, or the affected student submits a written request for another hearing date to the chairperson, and the chairperson determines that a hearing at another time is in the best interest of the student and the College.

F. The student has a right to have an advisor/attorney with him or her.

G. All material evidence may be presented, subject to the right of cross-examination of witnesses.

H. There shall be a verbatim record of the hearing; e.g., tape recording or some other recording form.

I. The student shall be entitled to be present throughout the presentation of evidence; to know the identity of witnesses against him or her; to present evidence; and to receive a case summary of the hearing.

J. Evidence of prior violations shall not be introduced until after any adjudication of guilty; however, such information may be used to determine the appropriate penalty.

A student who needs to file a complaint with the Student Disciplinary Committee, may call Student Services at (870) 838-2945 or visit with the Vice President of Student Affairs or email appeals@smail.anc.edu.

Out-of-State Online Student Grievances:

Out-of-state online students who do not reach resolution of their complaint through ANC's Student Disciplinary procedure may file a formal grievance complaint with the Arkansas Department of Higher Education [ADHE] at <https://www.adhe.edu/students-parents/colleges-universities/student-grievance-form/>