

Pennsylvania College of Technology

Policy Statement

Title: Student Code of Conduct Standards

Number: P 4.43

Approved by:
Presidential Action

Approved Date: 04/1983
Implementation Date: 04/1983
Last Review Date: 1/2025
Last Revision Date: 1/2025

Persons/Departments Affected:

All employees, students, and student groups/organizations.

Responsible Department:

Student Affairs

Definitions:

Administrative Hearing: a meeting with a Conduct Administrator where alleged infractions of the Student Code of Conduct Standards will be reviewed to make determinations as to whether a student, a student organization, or a student group is responsible for a violation of College policy, and, if appropriate, assign appropriate sanctions.

Advisor: any one person, chosen by the student, student organization, or student group, to assist the student throughout the Student Code of Conduct Standards process.

College Premises: buildings, grounds, facilities or other properties owned, leased, operated, controlled, or supervised by the College.

College-Sponsored Activity: any activity, on or off College premises, that is directly initiated, approved, or supervised by the College.

Complainant: any member of the campus community (faculty, staff, or student) who is designated to present the charges and information related to any alleged violation of the Student Code of Conduct Standards that is heard through a Student Conduct Panel Hearing.

Conduct Administrator: an individual appointed to address matters involving alleged infractions of the Student Code of Conduct Standards and to make determinations as to whether a student, a student organization, or a student group is responsible for a violation of College policy, and, if appropriate, assign appropriate sanctions.

Group: a number of students who are associated with each other, but who do not have status as an officially recognized student organization.

Impacted Party: any person whose financial, personal, or property rights or interests are adversely affected by an act of a student, student organization, or student group in violation of the Student Code of Conduct Standards.

Organization: a number of students who are members of an officially recognized student organization at the College.

Reporting Party: any individual who reports a violation of the Student Code of Conduct Standards.

Respondent: a currently enrolled student of the College who has been accused of violating the Student Code of Conduct Standards or who is representing a student organization or student group that has been accused of violating the Student Code of Conduct Standards.

Student: any person who is currently enrolled or has been offered admission (including auditing and non-credit) to the College. Student status begins at the time of admission or enrollment in a program. Student status ends at graduation or at a break in enrollment.

Student Code of Conduct Standards: Expectations developed to ensure that the College's living and learning community provides a productive environment in which our College community can meet the College's Mission, Vision, and Values. The Code of Conduct Standards were developed to balance the safety and well-being of individual students with the best interests of our community as a whole.

Student Conduct Panel: a body of individuals appointed to hear matters involving alleged infractions of the Student Code of Conduct Standards and to make determinations as to whether a student, a student organization, or a student group is responsible for a violation of College policy, and, if appropriate, recommend sanctions.

Student Conduct Panel Hearing: a meeting with the Student Conduct Panel where alleged infractions of the Student Code of Conduct Standards will be reviewed to make determinations as to whether a student, a student organization, or a student group is responsible for a violation of College policy, and, if appropriate, recommend appropriate sanctions.

Witness: an individual who is in the proximity of an alleged incident and viewed the actions of said incident or who has relevant information about a given incident or actions related to a specific incident.

Policy:

I. Rationale for Policy

Pennsylvania College of Technology establishes a Student Code of Conduct Standards to ensure that the College's living and learning community provides a productive environment in which our College community can meet the College's Mission, Vision, and Values. The Code of Conduct Standards were ~~was~~ developed to balance the safety and well-being of individual students with the best interests our community as a whole. While the Code of Conduct Standards strive for an educational and developmental process, there are some circumstances where individuals exhibiting serious behavioral issues must be removed from our academic community through suspension or expulsion.

II. Applicable Scope and Authority

Upon admission to Penn College, students make the unqualified commitment to responsible conduct, both on and off campus, which conforms to the generally accepted standards of adult behavior within an academic community. Students are expected to show courtesy and respect for faculty, staff, and fellow students, in all personal contacts. Students must understand and accept the necessity for various College regulations and comply with directions of those individuals authorized to enforce the regulations. Violations of these regulations and/or conduct that are contrary to the best interest of the College community or its individual members will subject the student to action and penalties as the circumstances justify, including suspension or expulsion from the College.

III. Authority for Student Conduct

- a. Ultimate authority for student conduct is vested in the College President.
- b. In all matters relating to student conduct standards, the Vice President for Academic Affairs & Provost (or designee) assumes jurisdiction and oversight. Matters related to student behavior, on or off campus, are delegated to Student Affairs and matters of Academic Dishonesty and Academic Fairness are delegated to Academic Operations. Specific protocol and sanctions are established in associated procedure, [PR 4.43](#).
- c. Violations of the Student Code of Conduct Standards that affect the classroom or learning environment may be subject to academic sanctions and/or sanctions as noted in this Policy.

IV. Prohibited Conduct

- a. Violation of written College Policy, Procedures, regulations, guidelines, announcements or contractual obligations of the College.
- b. Failure to abide by College Policy related to vehicle usage or obstruction of the free flow of pedestrian or vehicular traffic on College premises or at College-sponsored activities.
- c. Interference with the academic process, College-sponsored activities, or College operations including, but not limited to, studying; teaching (to include disruptions or behavioral infractions in any educational setting); research; and fire, police or emergency services.
- d. Theft/Damage/Vandalism/Willful Obstruction
 - i. Attempted or actual theft of property.
 - ii. Attempted or actual theft of services.
 - iii. Possession and/or receipt of stolen property.
 - iv. Vandalism, destruction, and/or damage to property.
 - v. Attempted or completed entry into or use of College facilities or property, or the property of any individual/entity without authorization.

- vi. The willful obstruction of a passageway, entrance, exit, or any portion of a College premises that restricts the freedom to utilize the facility for its stated and intended purpose.
- vii. Actions that cause disruption to College networks and/or telecommunications systems, equipment, and/or resources as outlined in the IT Resources Acceptable Use Policy ([P 7.05](#)).
- e. Acts of Dishonesty
 - i. Furnishing false information to College personnel or concealing one's identity.
 - ii. Forgery, unauthorized alteration, or unauthorized use of any College document or instrument of identification.
 - iii. Recording of any conversation, electronic or oral, without the consent of all parties involved, when required.
 - iv. Unauthorized possession, duplication or use of keys, key access cards, computer system or network passwords, access systems or codes to any premises or unauthorized entry to or use of College premises.
 - v. Initiating any false report, warning, or threat of fire, explosion, or other emergency.
- f. Failure to Comply
 - i. Failure to comply with a directive from or to meet with an authorized College official acting in the performance of their duties or with the direction from any person responsible for a College premises or College-sponsored activity including providing identification when requested to do so. The College officials referenced above must identify themselves.
 - ii. Failure to fulfill any sanction imposed as a result of student conduct or academic integrity proceeding.
 - iii. Failure to abide by all policies and regulations governing the use of College premises.
 - iv. Abuse of the Student Conduct system, including but not limited to, failing to obey a Student Conduct summons, misrepresenting information or falsifying information, knowingly instituting a Student Conduct proceeding without cause, attempting to discourage an individual initiating or participating in a Student Conduct process, attempting to influence the impartiality of Student Conduct Panel members, or harassing and/or intimidating Student Conduct Panel members.
- g. Alcohol
 - i. Possession of alcoholic beverages on College premises except as provided in the College Alcohol Policy ([P 7.14](#)).
 - ii. Illegal possession of alcoholic beverages off campus including, but not limited to, underage possession of alcohol and public possession of an open container.
 - iii. Consumption of alcohol on College premises or facilities except as provided in the College Alcoholic Beverages Policy ([P 7.14](#)).
 - iv. Illegal consumption of alcohol off campus.
 - v. Operating a motor vehicle while unlawfully intoxicated.
 - vi. Sharing, furnishing, and/or distributing alcohol by persons of

any age to persons underage, including, but not limited to: charging admission to or using organizational funds for a social event where alcohol is served, hosting or organizing a social gathering where persons underage consume alcohol, and/or providing alcohol. This would include collecting money from people before, during, or after an event which was used to fund or partially fund an event at which alcohol was served or available.

h. Drugs

- i. The possession of any equipment, product, or material of any kind containing evidence of or primarily intended for use with any illegal drug and/or controlled substance.
- ii. The possession of any illegal drug and/or controlled substance.
- iii. The action, intent, and/or possession of materials used for sharing, distributing, delivering, manufacturing, and/or selling illegal drugs and/or controlled substances.
- iv. Misuse of over-the-counter medications and/or prescriptions which could create a potential danger to self or others.
- v. Operating a motor vehicle while under the influence of drugs and/or controlled substances.

i. Safety and Security

- i. Tampering with safety devices including, but not limited to alarm systems, fire extinguishers, exit signs, smoke/heat/particle detectors, fire hoses, sprinklers, or fire-fighting equipment.
- ii. Failure to conform to safety regulations including, but not limited to, falsely reporting an incident, failure to evacuate College premises in a timely manner in emergency situations or in response to alarms, or inappropriate use of the fire alarm or emergency call device or system.
- iii. Disorderly, lewd or indecent conduct; breach of peace; or the aiding, abetting or soliciting of another person to breach the peace on College premises, at College-sponsored activities, or at any off-campus function involving College participants.
- iv. The possession, carrying, storage, or use of any weapon, ammunition, or explosive on College property (including residence halls and vehicles), except as outlined in the Weapons & Fireworks on-campus Policy ([P 7.20](#)) and Procedure ([PR 7.20](#)).

j. Harm to Self/Others

- i. Physical violence including but not limited to physical abuse; assault and/or battery; threats of violence; striking, shoving, or subjecting another person to unwanted physical contact.
- ii. Harassment, defined as a pattern of behavior that involves verbal abuse, threats, intimidation, bullying, coercion, stalking, and/or other conduct which threatens or endangers the health/safety of another person(s).
- iii. Stalking, defined as a pattern of conduct directed at another person including, but not limited to, following, monitoring, observing, surveilling, threatening, communicating to or about a person, or interfering with a person's property with the

intent and/or effect that would cause a reasonable person to be afraid for their safety or suffer substantial emotional distress. Stalking may be direct, indirect, or through third parties and may be accomplished by any action, method, device, or means. This includes, but is not limited to, cyberstalking: a form of stalking in which a person uses electronic media, such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact.

- iv. Retaliation, defined as actions, threats, or other adverse action taken against any person in response to that person's participation in or involvement with the Student Conduct process.
- v. Bullying (see [P 7.28](#)).
- vi. Endangerment, defined as the willful or negligent actions or omissions facilitating conduct that could endanger the health and safety of oneself or other students or members of the College community, or which could have a substantial adverse effect upon the College, whether on College premises or off campus.
- vii. Incidents of bias, which include single or multiple acts of verbal, written, electronic, or physical expressions of disrespectful bias, hate, intimidation, or hostility against an individual, group or their property because of the individual or group's actual or perceived race, color, creed, religion, gender, age, ethnicity, national origin, disability, veteran-status, marital status, gender identification, sexual orientation, or socio- economic status unless protected by a student's rights under the First Amendment.
- viii. Hazing (see [P7.32](#))
- ix. Sexual Misconduct/Sexual Harassment (see [P7.30](#) and [PR7.30](#)).
- x. Harassment and/or Discrimination Based on Protected Class (see [P7.31](#) and [PR7.31](#))
- k. Influencing or attempting to influence another person to commit an infraction of the Student Code of Conduct Standards.
- l. Failure to Act: Complicity with, or the failure of any student to address, known or obvious violations of the Student Code of Conduct Standards or applicable law. Students are expected to take reasonable action to prevent or report such violations when aware of them.
- m. Behavior that would constitute a violation of local, state or federal law, whether on College premises or off campus, when such behavior has a substantial adverse effect upon the College or upon individual members of the College community.

Revision History:

- Date: 1/2025 Changed name to Student Code of Conduct Standards. Added the Student Conduct code prohibited behavior into this document and removed them from the procedures document. Clarification of jurisdiction and definitions. Added Failure to Act.
- Date: 07/2021 Changed references of academic and student affairs officers to accurately reflect current titles.
- Date: 12/2010 Changed references to Academic Dishonesty to reflect new policy

and procedure specifically covering that topic.

Date: 06/2009 General revisions throughout.

Date: 12/2008; 02/1998; 06/1992; 06/1989

Cross References:

Code of Conduct Standards Procedure, [PR 4.43](#)

Academic Dishonesty Policy and Procedure ([P 4.45](#) and [PR 4.45](#))

Academic Fairness Policy and Procedure ([P 4.23](#) and [PR 4.23](#))

Attendance Policy and Procedure ([P 4.26](#) and [PR 4.26](#))

Hazing Policy Statement [P 7.32](#)

Bullying Policy Statement [P 7.28](#)

Student Sexual Misconduct Policy and Procedure [P7.30](#) and [PR 7.30](#)

Student Harassment and/or Discrimination Based on Protected Class Policy and Procedure [P 7.31](#) and [PR 7.31](#)

Nepotism Policy, [P 4.46](#)