The Student Code of Conduct establishes the rules and regulations for all students and student organizations of Georgetown College. Students of Georgetown College are expected to conduct themselves in a manner befitting a civilized society, on College-owned or controlled property, at College-sponsored or supervised functions, and elsewhere. Students enrolling at Georgetown College assume an obligation to conduct themselves in a manner compatible with the College’s function as an educational institution.

Georgetown College is a Christian community of scholars in which the ideals of freedom of inquiry, freedom of thought, freedom of expression, and freedom of the individual are sustained. It is committed to preserving the exercise of any right guaranteed to individuals by the Constitution. However, the exercise and preservation of these freedoms and rights require a respect for the rights of all in the academic community to enjoy them to the same extent. It is clear that in a community of learning, willful disruption of the educational process and interference with the orderly process of the College or with the rights of other members of the College cannot be condoned. To fulfill its functions of imparting and gaining knowledge, the College retains the authority to maintain order within the College and exclude those who are disruptive of the educational process.

Since Georgetown College cannot foresee every circumstance that may arise, all may not be included in the Student Code of Conduct. Therefore, a student may be subjected to disciplinary action when such behavior is deemed disruptive to the mission and/or goals of the College and may not be contained herein.

For the purposes of this policy, a “student” is defined as any person who is admitted, enrolled, or registered for study at Georgetown College. A person shall be considered a student during any period while the student is under suspension from the College. Also, a person shall be considered a student when attending or participating in any activity preceding the beginning of school, including but not limited to, orientation and residence hall check-in.

Contents

Section A – Code of Conduct........................................................................................................pg. 2
Section B – Sanctions....................................................................................................................pg. 3
Section C – Hearings....................................................................................................................pg. 6
A. Code of Conduct

No student shall:

1. Alcohol
   - Consume, possess, store, or be in the presence of alcohol or commercial alcohol containers on College property.
   - Be found intoxicated on College property or at College-sponsored events.

2. Computer Misuse
   - Fail to use the College’s computing resources (including the internet) in an ethical, professional, and legal manner. (See Technology Ethics Policy)

3. Disorderly Conduct
   - Cause intentional disruption or obstruction of normal College events, such as teaching, research, administration, or other College activities, or other authorized activities on College property.

4. Drugs
   - Possess, distribute, use, or be in the presence of any illegal drugs.
   - Possess, or be in the presence of, any drug paraphernalia.

5. Failure to Comply
   - Fail to comply with any reasonable and lawful request of any College official including, but not limited to Campus Safety Officers, Resident Directors, Resident Assistants, Residence Life staff, maintenance personnel and other administrators acting in performance of their duties.
   - Fail to appear before any College accountability official or accountability board as requested without proper excuse or justification as deemed by the College accountability officials.
   - Knowingly violate the terms of any disciplinary sanction imposed with accordance with this code.

6. Fire and Safety
   - Falsely pull or tamper with fire alarm or fire safety equipment including, but not limited to, the covering of smoke detection sensors.
   - Fail to exit any building or return to any building before being told to do so by a College official during a fire alarm.

7. Fire Arms, Weapons, and Explosive Materials
   - Unlawfully possess, store, or use firearms, weapons, or explosive materials of any kind. Such weapons may include, but are not limited to, air rifles or air pistols, BB guns, brass knuckles, ammunition, firecrackers or fireworks, gasoline, explosives, or other combustible materials, and knives with a blade longer than six inches.

8. Fraud
   - Intentionally provide false identification or information to College officials.

9. Harm to Person
   - Harass or cause physically abuse of any person.
   - Take any action which threatens or endangers the health or safety of any person.

10. Institutional Policies
    - Violate any published College policies or College regulations.
11. **Sexual Misconduct**

- Commit or attempt to commit sexual misconduct, including domestic violence, dating violence, stalking, sexual assault or sexual intercourse without consent. (See [Sexual Misconduct and Harassment Policy](#))

12. **Theft/Damage of Property**

- Steal, vandalize, destroy, or move, without authorization, College property or personal property of other students, faculty, employees, or visitors.

13. **Unauthorized Entry/Trespassing**

- Gain, or attempt to gain, unauthorized entry.
- Occupy College facilities which are locked, closed to student activities, or otherwise restricted as to use.

14. **Violation of State, Federal, or Local Law**

- Violate any state, federal or local law

*The examples of proscribed conduct set forth in this code are illustrative and should not be read as a comprehensive list. Nor, however, should this code be interpreted to cover any general category of behavior not mentioned herein unless that conduct is otherwise prohibited by law. Note: Georgetown College may address violations that occur off-campus or through electronic medium, including but not limited to Moodle, Facebook, and Twitter.*
B. Sanctions

Any of the following sanctions, or combinations of sanctions, may be imposed on a student responsible for a Code of Conduct violation. Disciplinary action other than those outlined below may be taken as the situation warrants. Failure to abide by the imposed sanction may result in additional violations/sanctions.

1. Education: Georgetown College offers three online educational courses. Other educational programs or opportunities may be required at the discretion of the hearing officer/board.
   - My Student Body Essentials course – a prevention education course that covers the three most significant behavioral risks new college students face: alcohol, illicit and prescription drugs, and sexual violence.
   - My Student Body Conduct course – specifically designed for students who violate school alcohol policies, Student Conduct encourages students to make informed choices and helps students identify their problematic behavior and avoid future sanctions.
   - AlcoholEDU Conduct course – an interactive online program designed to reduce the negative consequences of alcohol amongst students.
2. Oral Reprimand: An oral statement to a student that he or she is violating or has violated institutional rules. No reprimand shall be entered as a permanent part of the student’s record unless issued by the appropriate accountability body.
3. Written Reprimand: Notice in writing that continuation or repetition of inappropriate conduct within a period of time stated in the warning may be cause for more severe disciplinary action.
4. Counseling: A reasonable number of required counseling sessions with staff of the Wellness Center. Note: Accountability staff are only notified of the completion of the counseling session.
5. Mentor Meetings: A student is required to complete a reasonable number of “check-ins” with a designated or requested mentor. Note: Accountability staff will be notified of the completion of these meetings, and may not be given specific details regarding the discussions.
6. Forced Change of Residency: Requires the movement of the student from one residence hall area to another.
7. Removal from Campus Housing: Requires the student to vacate campus housing by a designated time.
8. Trespass Warning: The student is prohibited from visiting or returning to a part or all of any designated area of campus. If the student returns, he/she is subject to arrest and additional action.
9. Fines: An appropriate fine may be levied for policy violations or damages incurred.
10. Restitution: Loss encumbered by the individual or College as a result of the student’s code of conduct violation.
11. Campus Work: Participation in educational programs or projects may be assigned. There will be $20.00 per hour fee for campus work hours not completed.
12. Service to the Community: Volunteer service to a community organization, as designated by the Accountability Board. Note: Please keep in mind distance from campus, for students without motor transportation.
14. Parental Notification: Notification to a student’s parent(s)/guardian(s) regarding a violation of the Alcohol or Drugs policies. This is a standard sanction for a second offense of the Alcohol and/or Drugs policies.
15. Disciplinary Probation: May include exclusion from participation in privileged or extracurricular College activities as set forth in the notice of probation.
16. Interim Suspension: Temporary suspension by an official of the College for a designated period of time. Students who are interim suspended are judged to be disruptive in conduct to the educational mission and/or pose a substantial threat to the health or safety of themselves or others. An interim suspension is made pending a hearing on the alleged offense.
17. Deferred Suspension: Students are suspended but are allowed to continue as a student under specific conditions as outlined by the Student Life Office and agreed upon by the student.
18. Suspension: Exclusion from classes and other privileges or activities or from the College, as set forth in the notice of suspension, for a definite period of time. A third violation of the Alcohol and/or Drugs policies could result in suspension of at least one semester.

**NOTE:** Students that are suspended or expelled are trespassed from all College property and College-sponsored events.

The examples of sanctions in this list are illustrative and should not be read as a comprehensive list.
C. Hearings

Hearings will be arranged to adjudicate all offenses not handled by administrative settlements. A student life administrator will assign each case to a hearing (administrative or Campus Accountability Board). An advisor to the student (faculty member, peer, etc.) can be present but may not participate in hearings. Every effort will be made to consider the individual circumstances of each case to determine which type of hearing would best serve the student and the College in the accountability process.

Georgetown College’s Executive Cabinet reserves the right to intervene and/or act as the deciding body in the Student Accountability process, as it deems necessary. This would only be done in extreme or extraordinary circumstances. In certain cases, the Executive Cabinet may impose an interim suspension, suspension, or expulsion of a student without a formal hearing process. Decisions made by the College’s Executive Cabinet are final and not subject to appeal. An interim suspension or expulsion may be imposed: a) to ensure the safety and well-being of members of the College community or preservation of College property; b) to ensure the students’ own physical or emotional safety and well-being; or c) if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the College.

During an interim suspension, a student may be denied access to the residence halls and/or to the campus (including classes) and/or all other College activities and privileges for which the student might otherwise be eligible, as may be determined to be appropriate.

Student Accountability information pertaining to student-athletes may be shared with the appropriate coach(es). The Family Educational Rights and Privacy Act (FERPA) allows information to be shared with other College officials whom are determined to have a legitimate educational interests.

1. Administrative Hearings
   o Administrative hearings will be provided when, in the judgment of a student life administrator, there is a clearly demonstrated need to conduct an administrative hearing. Examples include cases involving alleged misconduct at the beginning or an end of an academic semester when the Campus Accountability Board cannot be convened or due to the expediency that may need to be exercised as a result of the severity of the alleged offense.
   o A Hearing Officer or other student life administrator may conduct administrative hearings.

2. Campus Accountability Board hearings
   o An Accountability Board Hearing shall consist of the following:
     1. 3 students
     2. 1 faculty member
     3. 1 student life staff member
   o A minimum of three Board members is necessary to conduct a Board hearing.

3. Appeals Process
   o All decisions of an accountability hearing, except administrative settlements, may be appealed.
Requests for appeal must be initiated in writing within 48 hours of the decision and must state the reason for the appeal. The student may or may not be granted a hearing during the appeal process. Reasons for granting an appeal include, but are not limited to:

- Procedural error;
- New evidence has come forward that was not available during the hearing;
- The decision reached was not supported by the information provided in the hearing; or
- The sanction(s) imposed is unduly severe compared to the nature of the violation.

All appeals will be heard by the Vice President for Student Life or his/her designee.