

<b>Title</b>	<b>Standards of Student Conduct</b>
<b>Number</b>	<b>E1003</b>
<b>Category</b>	<b>Student Services – General</b>

## 1. PURPOSE

To provide a safe and productive educational environment characterized by civility, individual integrity, social responsibility, and respect for diversity. This policy outlines the College's standards and expectations for student behaviour and outlines the College's response to student behaviour that causes harm or does not conform to these standards and expectations.

## 2. DEFINITIONS

**Appeal** – a process that provides a student who has been found responsible for a breach of this policy an opportunity to have the decision reviewed by a previously uninvolved third party.

**College community** – employees, students, volunteers, and other individuals who work, study, or engage in business or services related to the College.

**College premises** – any building, grounds, or facilities, owned, leased, or occupied by Langara College or programs associated with Langara College.

**College response** – any action or consequence imposed on a student for breaching this policy.

**Harm** – any adverse physical or psychological effects experienced by an individual or a group of individuals because of a student's behaviour, either intentionally or unintentionally

**Interim measures** – temporary non-disciplinary actions taken by the College on a case-by-case basis to preserve the health, safety and productivity of individuals, property, and operations.

**Informal resolution** – any method of resolving a matter before an investigation is started or completed with the help of a third party.

**Investigation** – an information gathering, and assessment process used to determine the nature and circumstances of alleged misconduct, matters of credibility and whether it is more probable than not that a breach of this policy occurred.

**Restorative approach** – a means to repair harm caused by a student's behaviour through conversation between those who are harmed and those who take responsibility for the harm.

**Student** – an individual who has applied for admission to the College, has been granted admission to the College, is enrolled in, auditing, or participating in any College course or program, or when not enrolled or registered for a particular Semester, is eligible to enroll in future terms without seeking readmission. Individuals between academic terms; on a leave of absence; awaiting a degree or credential; on suspension; or have withdrawn from the College while a disciplinary matter is pending are considered students under this policy.

**Supportive interventions** – steps taken by the College to enable the student to continue at the College while mitigating against potential harm to others or to college property or operations.

**Suspension** – a complete interruption of the educational progress of a student.

**Urgent situations** – circumstances where there is a significant and immediate risk to the safety of the student or others, damage to college property, or where the continued presence of the student would significantly disrupt the legitimate operations of the College.

### 3. POLICY

#### Scope

- 3.1 This policy applies to:
- 3.1.1 Behaviour that occurs on College premises.
  - 3.1.2 Behaviour that occurs at a College-related, event, program, or activity, whether the program, event, or activity is either on or off-campus premises.
  - 3.1.3 Behaviour that occurs through electronic, digital, or online means where any member of the College Community, or the College's reputation or operations is harmed by the student's behaviour.
  - 3.1.4 Behaviour occurring off campus premises that has or might reasonably be seen to have an adverse effect on, interfere with, or threaten the proper functioning of the College, its mission, its reputation, the rights of a member of the College community to use and enjoy the College's learning and working environments.
  - 3.1.5 Behaviour occurring off campus premises that raises concerns about the safety or security of an individual or individuals while they are on campus premises or participating in off campus College programs, events, or activities.
  - 3.1.6 Other off-campus behaviour:
    - a. When the student is acting as a designated representative of the College, or a student organization affiliated with the College or when the individual holds that they are a representative of the College, or a representative/member of a student organization affiliated with the College.
    - b. When the student is participating in a course-related activity including but not limited to co-operative education, field placement, field trips, practicum, service-learning placement, volunteering, exchange program.
- 3.2 When a rule, regulation or policy of the College prohibits certain behaviour but does not outline consequences for breaches of the rule, regulation or policy, breaches will be dealt with under this policy.
- 3.3 Nothing in this policy precludes the College from acting independently of this policy in any urgent and/or serious situation where there is a risk or potential risk of serious harm to any members of its community, the student, or to the public.

**Student Behaviour Expectations**

- 3.4 All Langara College students are expected to:
- a. Respect the safety, rights, and well-being of others and will not cause or threaten to cause harm to another individual or endanger the safety of another individual.
  - b. Treat others with dignity, civility and respect and refrain from harassment, bullying, hazing or discrimination or behavior that is defined as sexual violence or misconduct
  - c. Respect the rights of others to enjoy the work and learning environment and not disturb, disrupt, or otherwise interfere with the learning, work, or other activities of members of the College Community.
  - d. Respect the property rights of other individuals and the College and not cause damage or threaten to cause damage to another individual's property or the property of the College.
  - e. Use College property, facilities, equipment, or materials only for authorized purposes.
  - f. Respect the College and its reputation, and refrain from interfering with the operations, functions, activities, and services of the College.
  - g. Demonstrate integrity and trustworthiness and not engage in false or deceptive practices by word, action, concealment, or omission.
  - h. Comply with reasonable direction given by a college representative.
  - i. Conduct themselves in a way that is safe, legal, and consistent with their role as a student.
  - j. Take responsibility for their actions and not engage in reprisals, retaliation, or threats of retaliation against any member of the College.
  - k. Refrain from bringing a false allegation against any member of the College community under this or any other policy of the College.
  - l. Comply with all College policies and all municipal, provincial, and federal laws.
- 3.5 A student's failure to adhere to the above expectations may constitute a breach of this policy.
- 3.6 Breaches of this policy may result in interventions to address the behaviour or may result in College responses up to and including suspension from the College.
- 3.7 External investigations, legal action or administrative proceeding will not act as a bar to action under this policy.
- 3.8 Examples of unacceptable conduct are found in Appendix A.

**Reporting and Response**

- 3.9 All members of the College community are advised to refer any student behavioural concern to the Office of Student Conduct and Academic Integrity to make a report, seek advice and/or a response.
- 3.10 Employees, within the scope of their responsibilities, may intervene as needed, when the conduct of a student is disruptive to the business of the College or is unsafe.
- 3.11 Instructors and instructional staff have the authority to manage the classroom and to take reasonable steps to intervene, including notification to Security, when the conduct of a student is disruptive to the classroom. office hours, other instructional activities or is unsafe.

**Office of Student Conduct and Academic Integrity**

- 3.12 The Office of Student Conduct and Academic Integrity will administer this policy. The Director, Student Conduct and Academic Integrity (or delegate) has the authority to:
- a. Undertake assessments of reported concerns to determine the appropriate course of action.
  - b. Develop support plans and strategies to enable continued participation while mitigating against potential physical or psychological harm to others or to college property or operations.
  - c. Undertake a formal investigation into reported breaches of the Standards of Student Conduct when such an investigation is needed.
  - d. Make determinations regarding whether the policy has been breached.
  - e. Impose interim measures as needed.
  - f. Impose responses or corrective interventions for breaches of this policy including conditions for registration, attendance, and participation at the College.
  - g. Facilitate informal resolution or employ restorative approaches to a matter of concern.
  - h. Refer a student to internal or external resources, committees or supports services, or coordinate supportive interventions.
  - i. Liaise with internal or external service providers in the management of concerning student behaviour.
  - j. Make recommendations to the President for suspension from the College.

**Practicum, Co-op, and Work Placements**

- 3.13 When a student exhibits behaviour that may be in breach of this policy, department policies or protocols or may pose a safety risk in the placement, the placement may be delayed or postponed while the situation is assessed, an intervention strategy planned, formal accommodations arranged, or pending the outcome of an investigation.
- 3.14 Students registered in a placement may be subject to removal from the placement regardless of formal accommodations, if:
- a. The student fails to meet the requirements of the placement, either through unsatisfactory attendance or participation, or through unprofessional or unsafe behaviour.

- b. The student's performance is disruptive to the safe functioning of the placement.
- c. The placement agency refuses to continue to provide the student with a placement, due to unsafe or unprofessional behaviours.
- d. The student jeopardizes the well-being of clients or others at the placement.
- e. The student demonstrates a significant failure to meet professional, or employment standards mandated by the relevant professional or employment body governing the placement.

### **Interim Measures**

- 3.15 When necessary to ensure an environment that is safe and conducive to working and learning while assessing a situation, planning an intervention strategy, or pending the outcome of an investigation, the Director, Student Conduct and Academic Integrity (or delegate) may impose interim measures, including but not limited to:
- a. Conditions for continued participation at the College.
  - b. Restrictions on course registration or withdrawal
  - c. Restrictions on access to college property, services, programs, classes, campus facilities, individuals, or events.

### **Urgent Situations**

- 3.16 In urgent situations, the Office of Student Conduct and Academic Integrity, in consultation with Safety, Security and Emergency Management, Organizational Risk and/or the Associate Vice President Students, will take immediate steps to address the situation, including but not limited to emergency services notification, immediate removal of the student from the college environment and/or the completion of a violence threat risk assessment as appropriate.

### **Appeal**

- 3.17 A student may appeal decisions regarding suspension or other College Responses in accordance with the appeal procedures associated with this policy.

## **4. RESPONSIBILITY**

For inquiries relating to this policy, contact the Director, Office of Student Conduct and Academic Integrity or the Associate Vice-President, Students.

## **5. REGULATIONS/PROCEDURES**

[Standards of Student Conduct Response Procedures](#)

[Standards of Student Conduct Appeal Procedures](#)

<b>History/Revision</b>	
Origination Date	April 8, 2014
Amendment Date(s)	March 21, 2023 January 23, 2018
Next Review Date	March 21, 2026

## Appendix A

Prohibited conduct includes, but is not limited to, engaging in, attempting to engage in or assisting others to engage in any of the actions described below.

### 1. Misconduct against persons

- a. Any action or activity that endangers the health, safety, or property or wellbeing of any person, or creates conditions that so endanger.
- b. Discrimination directed at one or more specific persons based on any of the protected grounds under the B. C. Human Rights Code.
- c. Harassment, stalking, bullying, intimidation, coercion.
- d. Physically aggressive behaviour, assault, threats of violence or physical harm.
- e. Unwelcome, vexatious, or persistent conduct that the student knows, or ought to know, would cause another person to feel demeaned, undermined, intimidated, or harassed.

### 2. Disruption or interference

- a. Any action or activity that disrupts the ability of other students to learn.
- b. Any action or activity that interferes with the ability of instructors to teach.
- c. Any action or activity that interferes with the right of others to carry on their legitimate activities.
- d. Any action, or activity that disrupts any activity organized by the College, or the duties of any employee of the College.

### 3. Sexual violence and misconduct

- a. Any unwanted action carried out through sexual means or by targeting sexuality, including sexual assault, sexual abuse, sexual harassment, sexualized stalking, indecent or sexualized exposure, voyeurism, cyber harassment and cyber stalking of a sexual nature, sexual trafficking, sexual exploitation, and the distribution of sexually explicit imagery of a person or persons without consent.
- b. Any attempt or threat to commit an act of sexual violence.

### 4. Retaliation

- a. Reprisals, retaliation, or threats of retaliation against any member of the College community for bringing forward a concern under this or any other policy of the College.

### 5. Misconduct involving property

- a. Attempted or actual theft of College property or the property of any member of the College community, or taking property of another without consent, even with an intent to return the property

- b. Creating a condition that unnecessarily endangers or threatens destruction of college property or the property of any member of the College community.
- c. Destroying, misplacing, misfiling, or rendering inoperable any stored information such as books, film, data files or programs from a library, computer or other information storage, processing, or retrieval system.
- d. Misusing, destroying, defacing, damaging, or destroying College property or the property of any member of the College community.
- e. Possessing College property or the property of any member of the College community, if the student knows, or ought to know, that the property is in their possession without consent.

**6. Unauthorized use of college facilities, equipment, or services**

- a. Recording any business of the College, including conversations, lectures, demonstrations, and presentations without authorization.
- b. Tampering with fire safety, security, or emergency equipment.
- c. Unauthorized entry and/or presence on any premises of the College or its affiliated properties or any premises used for College sponsored programs, events, or activities.
- d. Use of any College computing equipment, facility, network, or system for any disruptive or unauthorized purpose, or in a manner that violates any law, College regulation, policy, or procedure.
- e. Use of any facility, equipment, or service of the College, contrary to the expressed instruction or without proper authority.

**7. False allegations**

- a. Bringing a false allegation against any member of the College community under this or any other policy or procedure of the College.

**8. Fraud, misrepresentation, or false information**

- a. Any act of pretending to be another person for the purpose of fraud or deceit.
- b. Any false or deceptive representation by word, action, concealment, or omission that is intended to deceive another so they may act upon it or to gain an unfair advantage.
- c. Forging, altering, or misusing any College document, record, or instrument of identification.
- d. Knowingly furnishing false information, including information pertaining to a student's standing, status, or academic record, to any person or office acting on behalf of the College.



**9. Aiding the commission of prohibited conduct**

- a. Encouraging aiding or enabling behaviour by a non-student that, if committed by a student, would be prohibited conduct under this policy.
- b. Encouraging, aiding, or conspiring with another student to engage in prohibited conduct.

**10. Failure to comply with reasonable direction**

- a. Failing to comply with reasonable direction given by a College representative authorized to give such direction.

**11. Abuse of the Student Conduct process**

- a. Any interference with or obstruction of the application of the Standards of Student Conduct Code.
- b. Failure to comply with any processes or any requirements or responses imposed through the conduct process.
- c. Interfering with an investigation undertaken under the Standards of Student Conduct.

**12. Unauthorized possession or use of dangerous objects**

- a. Storing, possessing, or using real or replica firearms or other weapons, explosives (including fireworks), ammunition or toxic or otherwise dangerous materials on College premises.

**13. Substance use**

- a. Contravening policies of the College governing the possession, distribution and/or consumption of alcohol, tobacco, or cannabis and/or its derivatives.
- b. Using, possessing, or distributing a controlled or restricted substance without a verifiably legitimate purpose

**14. Contravention of other College policies or regulations**

- a. Contravening any provision of existing College policy or regulations.