



Guidance for Faculty Dealing with Disruptive Students in Classroom

This guidance for dealing with disruptive student behavior is provided in connection with the proposed amendment to the Student Code of Conduct, which includes among *Disruption of College Operations* the following:

Disruptive student behavior in a classroom or other learning environment (to include both on and off campus locations), which disrupts the educational process as defined by the instructor. Disruptive student behavior also includes engaging in threatening, intimidating, or other inappropriate behavior toward the instructor or classmates outside of class.

- 1) At the first instance of behavior an instructor considers sufficiently disruptive to be a violation of the Code of Conduct, the instructor will inform the student that continuation of the offensive behavior will result in a written complaint to the Academic Affairs Office. Depending on the gravity of the behavior, the instructor may ask the student to leave class for the remainder of that day.
- 2) Where the behavior is sufficiently disruptive to warrant more formal action in the first instance, the President or Vice Presidents of the college, or a designee, may seek removal of the student from class as an interim sanction prior to resolution of a written complaint before a judicial body. Under the Student Judicial Code, interim sanctions may be imposed by the official designated by the college a) to ensure the safety and well-being of members of the college community or preservation of college property; b) to ensure the student's own physical or emotional safety and well-being; or c) to ensure the normal operations of the college. Notification of the imposition of Interim Sanctions must be communicated to the Judicial Advisor as soon as is practical, as well as to the appropriate Vice President (if the Vice President did not originate the imposition of sanctions) and campus security as appropriate.
- 3) If an oral warning is given in the first instance and the disruptive behavior persists, the instructor will complete a written complaint on a form generated by the college which provides the student written notification that the complaint has been filed and that a college representative will be contacting the student.
- 4) Upon receipt of the complaint from the faculty member, the college representative will investigate, speaking with both the instructor and the student. Ideally, this would occur prior to the next class meeting.
- 5) The college representative can negotiate a resolution directly with the student or upon completion of his/her investigation issue a decision based upon the evidence gathered including the evidence provided by the student.
- 6) If suspension from the college or class is deemed the appropriate sanction, the faculty member would be notified and the registrar would be informed of the outcome and instructed to enter an AF grade with the date of that the student last attended class to be entered as the withdrawal date, and the student would be informed by the Academic Affairs Office.
- 7) Appeals of the decision could then go to the Judicial Committee.