

<b>Policy Title:</b>	<b>Student Conduct Policy</b>
<b>Policy Number:</b>	<b>1004</b>
<b>Sponsor:</b>	<b>President</b>
<b>Contact:</b>	<b>Vice President Academic</b>
<b>Approved by:</b>	<b>UNF Board of Governors</b>
<b>Date:</b>	<b>January 15, 2024</b>
<b>Next Review Date:</b>	<b>January 15, 2026</b>

## 1. Policy Statement

University of Niagara Falls Canada (UNF) is committed to developing a sense of community dedicated to a working and learning environment of the highest quality. The environment is characterized by mutual respect, consideration, social and moral development of its members, and is free from harassment, discrimination based on prejudice, and any form of physical violence.

Students are responsible for adhering to this policy as the foundation of their relationship with peers, faculty, staff, and the UNF community in general. As well as demanding adherence to the overall requirements of the laws of Ontario and Canada, students are accountable for, but not limited to:

- The exercise of self-discipline, accountability and judgment in daily interpersonal relationships as well as academic activities;
- Acceptance of personal responsibility for continued academic and professional competency and learning;
- Acceptance that one's professional abilities, personal integrity, and treatment of others as measures of mature, civil conduct reflect on UNF itself; and
- Personal accountability for any conduct which is not in keeping with reasonable university standards.

## 2. Purpose

University of Niagara Falls Canada is committed to providing a working and learning environment in which all students, staff, and faculty are treated with respect and dignity. All individuals in the University community have the right to work or learn without discrimination or harassment because of:

- age;
- ancestry, colour, race;
- citizenship;
- ethnic origin;
- place of origin;
- creed;
- disability;
- family status;
- marital status (including single status);
- gender identity, gender expression;

- receipt of public assistance (in housing only);
- record of offences (in employment only);
- sex (including pregnancy and breastfeeding); and,
- sexual orientation.

In a university environment, the respect and dignity of persons is always balanced with the need for expression of ideas and academic freedom.

### **3. Policy**

Students are responsible for their own behaviour while on campus or in the online learning environment and while participating in any university-related activities, such as meetings and workplace learning.

All students are responsible for understanding and adhering to UNF policies.

Students assume an obligation to conduct themselves at all times as responsible members of the university community, to respect personal property and the rights of others, and to support the educational mission of UNF. The University insists that students demonstrate academic and professional integrity in addition to academic excellence. The University expects all parties to resolve conduct issues using informal means before escalating to formal measures.

Behavior which does not respect the rights and dignity of others may be considered student misconduct and is subject to the rules governing student misconduct. This policy applies to any University class, activity, function or event sponsored or organized by the University, whether on or off the University's premises or virtually. The following are illustrative, not comprehensive, examples of student misconduct:

- Intentionally or recklessly creating situations which endanger or threaten the health, safety or well-being of one's self or another individual;
- Harming, injuring or threatening any person;
- Harassment or discrimination of any person;
- Committing unlawful acts;
- Impeding or disrupting teaching, research, administration, disciplinary proceedings, public service functions, or other authorized University functions;
- Possessing and/or selling illegal drugs, alcohol or narcotics;
- Misappropriating, converting, destroying, permanently defacing or otherwise damaging University property, resources or the property of others;
- Bribing, making offers of bribery, or making offers of recompense or reward to students, staff or faculty;
- Forging, falsifying, misusing or altering any University document or record in paper or electronic form;
- Failing to comply with reasonable directions of University officials or security officers acting in performance of their duties on campus or affecting conduct on campus; or
- Any other conduct which is not in keeping with reasonable University standards.

If a student exhibits behaviour that violates standards of safety or otherwise impinge on other's rights, the University will advise the student to cease and desist. The warning or sanction will be proportionate to the seriousness of the behaviour. Sanctions may consist of, but are not limited to:

- Verbal warning,
- Written warning,
- Requirement for a formal apology,
- Temporary suspension from class or the University,
- Exclusion from class,
- Exclusion from exam, or
- Expulsion from the University.

Any staff or faculty who witness inappropriate behaviour shall provide the student with a verbal warning as soon as possible. In addition, they must provide the Manager, Student Affairs with documentation on the incident. If a resolution is not reached through a verbal warning, the Manager, Student Affairs will provide a written warning. The Vice President, Academic shall determine further sanctions or actions if warranted. When a sanction is imposed, the student is advised of their right of appeal under the appropriate policy and the appropriate next level of appeal (if any).

A student may be suspended for a breach of University regulations or policy, a breach of a provision in the University Calendar, or a violation of provincial or federal law.

A student can only be expelled from the University by the President in consultation with Academic Council.

If a student is observed violating provincial or federal law, they shall be reported to the appropriate authorities.

Any formal sanction imposed must be in written form, with a copy sent to the Registrar for the student's official record. The discipline imposed may range from but is not limited to providing a written and/or oral apology for the inappropriate behaviour up to and including expulsion from the University.

The student is not eligible to withdraw from a course or from the University during disciplinary proceedings. The student must be advised of their right of appeal at all stages of the process.

If a student is suspended from the University, the Registrar's Office enters the suspension on the transcript for the period of the sanction. At the conclusion of the suspension, the entry is expunged. If a student is expelled from the University, the Registrar's Office enters the expulsion on the transcript where it remains permanently.

#### **4. Definitions**

These definitions apply to terms as they are used in this policy.

Word/Term	Definition
Expulsion	The permanent revocation of a student's permission to attend the University, its courses, or programs.
Misconduct	Any act or behaviour through which the student contravenes their rights and responsibilities as a member of the University community.
Sanction	A penalty or consequence imposed as a result of misconduct.
Suspension	Temporary curtailment of a student's access to services and course registration within the University. Must have a start and end date specified, with conditions clearly articulated.

#### **5. Related legislation**

Ontario Human Rights Code (<http://www.ohrc.on.ca/en/ontario-human-rights-code>) Criminal Code of Canada (<http://www.efc.ca/pages/law/cc/cc.html>)

#### **6. Related Policies**

3002 - Appeals for Non-Academic Discipline Policy.

#### **7. Responsibility**

Students are responsible for familiarizing themselves with UNF policies and expectations regarding conduct.

Students are responsible for their own behaviour while on campus or in the online learning environment and while participating in any university-related activities, such as events, meetings and work placements. Students who have had sanctions imposed as a result of alleged non-academic misconduct and who are dissatisfied with the decisions must follow the processes for review and, if necessary, appeal.

All staff and faculty are responsible for identifying inappropriate behaviour to the student when it occurs. They are also responsible for documenting and reporting the details to the Manager, Student Affairs.

The Manager, Student Affairs is responsible for ensuring copies of all written documentation are provided to the Registrar's Office for retention.

The Registrar's Office is responsible for recording suspensions and expulsions on the student record.

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