The Regis College Student Code of Conduct, as defined in the most recent Regis College Student Handbook, “…applies to student and organization behavior that occurs on the College premises, at College sponsored/related activities, via the electronic network, and to off-campus conduct that adversely affects the legitimate purposes, founding principles, mission and interests of Regis College.” The Classroom Code of Conduct is designed to apply the principles of the Student Code of Conduct to the specific context of the classroom. The classroom is a learning community where every member shares an obligation and responsibility to foster attentiveness, courtesy, respectfulness and meaningful dialogue.

The Classroom Code of Conduct is composed of the five (5) principles below.

1. Students are expected to read the course syllabus carefully and comply with all rules established by the course instructor (i.e. professor, faculty, etc.), including, but not limited to, policies regarding attendance and the right of students to leave the classroom during class.

2. Students will promote academic discourse and the free exchange of ideas by listening with respectful attention to comments made by all individuals.

3. Students will maintain an atmosphere in the classroom conducive to learning, without unnecessary distractions that disrupt the learning environment (e.g., cell phone usage, individual “side” conversations, sleeping, and reading/viewing/sharing materials unrelated to the course). Access to iPads or other technology in the classroom is appropriate only when used as part of a classroom exercise.

4. Students will use modes of conduct that are not offensive and/or demeaning to any individual, ethnic group, social class, religion, sexual orientation or gender identity.

5. Students will maintain academic integrity according to the policies and procedures provided in the Regis College Academic Catalog, Academic Integrity Handbook, and Student Handbook.

Violations of the Classroom Code of Conduct will follow the three (3) step procedure below. Despite these steps, in extreme circumstances, course instructors may immediately contact Campus Police and the Office of Student Affairs. For issues of student intervention, information on violations may be shared with the Office of Student Affairs. Violations of the Classroom Code of Conduct are not part of the student judicial system outlined in the Regis College Student Handbook. However there may be incidents in which the judicial process applies; in these cases, the Vice Presidents of Academic Affairs and Student Affairs will determine the most appropriate course of action.

1) First Violation – Following a student’s first violation in a particular course, the course instructor must provide a student with written notification of their alleged violation within five (5) calendar days of the alleged violation or prior to the next class meeting (whichever comes first). This notification must include specific details regarding the student’s alleged violation. The course instructor will send this notification to the student’s Regis College email account with delivery and read receipts and will send a
copy sent to the appropriate School Associate Dean, Department Chair, or Program Director. The student has the opportunity to respond in writing to the alleged violation within five (5) calendar days of the delivery date of the written notification from the course instructor.

This notification shall serve as the first formal warning that the student’s conduct is unacceptable and will not be tolerated.

2) Second Violation – Following a student’s second violation in the course, the course instructor must provide a student with written notification of their alleged violation within five (5) calendar days of the alleged violation or prior to the next class meeting (whichever comes first). This notification must include specific details regarding the student’s alleged violation. The course instructor will send this notification to the student’s Regis College email account with delivery and read receipts and will send a copy sent to the appropriate School Dean and School Associate Dean, Department Chair, or Program Director.

This second notification is the final warning to the student and must include an explanation of the consequences of a Third Violation. The course instructor and School Dean reserve the right to dismiss the student for up to one week of class meetings from the date of the second notification; if this applies, it will be indicated in the written notification by the School Dean with the course instructor receiving a copy of the email. The appropriate School Dean will convene a conference with the student and the course instructor to discuss the second violation. The student has the opportunity to respond to the alleged violation at the conference with the School Dean and course instructor; the School Dean reserves the right to meet with the student and course instructor individuually.

3) Third Violation – Following a student’s third violation of the Classroom Code of Conduct in the course, the course instructor must provide a student with written notification of their alleged violation within five (5) calendar days of the alleged violation. This notification must include specific details regarding the student’s alleged violation. The course instructor will send this notification to the student’s Regis College email account with delivery and read receipts and will send a copy sent to the appropriate School Associate Dean, Department Chair, Program Director, and to the Vice President of Academic Affairs (VPAA).

The VPAA or his/her designee will convene a conference with the student and additional administrators as deemed necessary (e.g., School administrators, Student Affairs). The student has the right to designate an advocate from the Regis College Community for the conference; the conference is an opportunity for the student to respond to the alleged violation at the conference with the VPAA.

Based on the evidence provided, the VPAA will determine whether to administratively dismiss the student from the course. If the student receives an administrative dismissal, the VPAA will determine whether the student will be graded according to the work completed up to the date of dismissal or receive a failing (F) grade for the course.

December 6, 2013