



STUDENT CONDUCT POLICY

DALLAS
CHRISTIAN COLLEGE

Student Conduct Committee

Student Conduct Committee (SCC): Students found to have committed flagrant acts of conduct violation will be required to meet with the Student Conduct Committee. This committee is responsible for reviewing cases of misconduct and determining appropriate sanctions.

SCC Review and Resolution: Upon receiving a referral, the SCC will conduct a thorough review of the violation. This includes considering all relevant information provided by faculty members, statements from the student(s) in question, and any mitigating circumstances. Based on their findings, the SCC will meet with the student(s) to consider the facts and determine appropriate disciplinary measures.

Should a student fail or refuse to meet with the SCC, the SCC reserves the right to proceed with their deliberations and reach a determination regarding the student's disciplinary action. The student will be held accountable to the SCC's decision.

Exceptions During Finals Week or After Semester Conclusion: In cases where a scheduled meeting with a student coincides with finals week or after the semester has concluded, the Committee Chair will collaborate with the Vice President of Student Development and Enrollment Management to determine the best course of action. Once a decision has been made, it will be communicated to the student for further action as needed.

Communication and Transparency: Clear communication and transparency are maintained throughout the process. Students referred to the SCC will be informed of the allegations against them and provided with an opportunity to present their perspective and any mitigating factors relevant to the case. The SCC will communicate its decisions and any resulting sanctions to the student in a timely manner, ensuring accountability and promoting a fair and equitable resolution.

This collaborative approach ensures that violations are addressed effectively, documented for future reference, and that consistent disciplinary measures are applied. At Dallas Christian College, we are committed to upholding academic integrity and fostering a learning environment characterized by honesty, integrity, and accountability.

In their deliberations, the Student Conduct Committee at Dallas Christian College may arrive at one of four decisions:

1. **Responsible:** If the committee finds that the student is responsible for the alleged conduct violations based on the evidence presented and reviewed during the hearing.
2. **Not Responsible:** If the committee determines that there is insufficient evidence to conclude that the student is responsible for the alleged conduct violations.
3. **Case Dismissed for Lack of Evidence:** If the committee determines that there is a lack of substantial evidence to support either a finding of responsibility or non-responsibility.
4. **Case Remanded for Further Investigation:** If the committee believes that additional information or evidence is required to make a fair and informed decision, the case may be remanded for further investigation.

During the conduct hearings at Dallas Christian College, decisions are made based on the preponderance of evidence standard, which means that the committee evaluates whether it is more likely than not that the accused student violated the college's standards of conduct. Sanctions are only assigned if students are found responsible for the alleged violations.

For subsequent offenses, students may face more severe sanctions, reflecting the seriousness of repeated misconduct.

An official written summary of the conduct hearing is meticulously maintained, documenting the proceedings and outcomes. This summary, except for details regarding the deliberative process, is made available to all relevant parties involved in the case, ensuring transparency and accountability.

If an accused student fails to appear at the conduct hearings, their rights will be waived, and the Conduct Committee will proceed to make a decision in the student's absence, based on the available evidence and testimony.

Appeal Process: All appeals must be submitted in writing within two days of receiving the committee's decision and must be based on at least one of the following criteria:

1. **Procedural Irregularities:** If there were significant procedural irregularities during the conduct hearing that could have compromised the fairness of the process, the student may appeal on these grounds.
2. **Lack of Sufficient Evidence:** If the student believes that there was insufficient evidence to support the decision reached by the committee, they may appeal based on this criterion.
3. **New and Relevant Evidence:** If new and relevant evidence comes to light that was not known at the time of the conduct hearing and could potentially impact the outcome, the student may appeal on these grounds.
4. **Excessive or Inadequate Sanction:** If the student believes that the sanction imposed by the committee is disproportionate to the facts of the case—either excessively harsh or inadequately lenient—they may appeal on the basis of the sanction's appropriateness.

All appeals will be considered at the discretion of the Vice President of Student Development and Enrollment Management.

Conduct Violations

Reporting Conduct Violations: Any member of the college community who observes or becomes aware of conduct violations by a student is encouraged to report the incident to the appropriate authority.

When a conduct violation is reported, the matter may be referred to the Student Conduct Committee (SCC) for review and resolution. The SCC is responsible for investigating alleged violations, conducting hearings, and determining appropriate disciplinary measures. The committee will gather relevant information, including statements from witnesses and any available evidence, to assess the validity of the allegations.

Students accused of conduct violations have the right to be informed of the allegations against them and provided with an opportunity to respond. The SCC will afford students due process and a fair hearing, allowing them to present their perspective and any mitigating factors relevant to the case. Exceptions may arise when a scheduled meeting with a student occurs during finals week or after the semester has concluded. In such cases, the Committee Chair will liaise with the Vice President of Student Development and Enrollment Management to determine the best course of action, ensuring that students receive the appropriate consequences. Once a decision has been made by the Vice President of Student Development, it will be communicated to the SCC for further action as needed.

Disciplinary Measures: Based on the findings of the investigation and hearing, the SCC will determine appropriate disciplinary measures, which may include warnings, probation, community service, educational interventions, or suspension. In severe cases or for repeated violations, expulsion from the college may be considered.

Minor Violations: For residential students, minor violations are typically handled by resident assistants and Residence Hall Coordinators. Sanctions may include warnings.

Major Violations: All major violations are referred to the Student Conduct Committee (SCC) and/or the Vice President of Student Development and Enrollment Management. Sanctions for major violations may include:

- Fines
- Restitution
- Community service
- Disciplinary written warning
- Specified behavioral requirements
- Eligibility restriction
- Loss of privileges
- Confiscation of prohibited property
- Restriction of visitation privileges
- Housing probation, reassignment, suspension, or expulsion
- Probation, suspension, or expulsion from the college.

Sanctions Overview

Dallas Christian College maintains a structured approach to disciplinary actions to uphold community standards and promote a positive learning environment. Depending on the severity of the offense, students may face various sanctions, ranging from mild warnings to expulsion.

Fines or Restitution: Fines or restitution may be imposed for certain violations, such as traffic violations or property damage, to compensate for damages or losses incurred.

Community Service: Students may be assigned community service as a disciplinary measure to encourage responsibility and contribute positively to the community.

Verbal Reprimand or Written Warning: First offenses are often addressed with verbal reprimands or written warnings, serving as a gentle reminder of community expectations. Subsequent violations may result in more severe sanctions.

Disciplinary Probation: Students placed on disciplinary probation are not in good standing with the college and may face restrictions on participating in extracurricular activities. This sanction serves as a warning that further violations will lead to more severe consequences, including suspension.

Deferred Suspension: Deferred suspension is a serious sanction used for offenses warranting suspension but mitigated by specific circumstances. During this period, students must demonstrate their ability to adhere to community standards. Violations during deferred suspension may lead to automatic suspension.

Suspension: Suspension entails a temporary dismissal from the college, during which students must leave campus and are restricted from participating in college activities. To return after suspension, students must fulfill specific requirements outlined by the Student Conduct Committee. Suspended students may follow a structured process to petition for re-enrollment, which may include mentoring and probationary periods to ensure readiness for readmission.

Expulsion: Expulsion is the most severe form of dismissal, resulting in termination of enrollment. It is reserved for cases where reinstatement is deemed unlikely or impossible.

First Offense:

- Directed to the Student Conduct Committee for review and resolution.
- **Fine:** A fine of \$100 is imposed on the student.
- **Community Service:** The student must complete 10 hours of community service.
- **Housing Privileges:** The student loses visitation privileges for three weeks.
- **Curfew:** Curfew privileges suspended for three weeks.
- **Disciplinary Probation:** The student is placed on disciplinary probation for the remainder of the semester.
- **Sports Suspension:** Suspension from participating in specified sport games for 4 competition games.
- **Extracurriculars Suspension:** Two weeks suspension from extracurricular activities.
- **On-Campus Job Suspension:** Two weeks suspension from on-campus jobs.

Second Offense:

- **Fine:** The student may be fined \$200 for the repeated violation.
- **Community Service:** Additional community service hours may be assigned as a consequence of the repeated violation (18 hours).
- **Housing Privileges:** The student loses visitation privileges.
- **Curfew:** No curfew privileges for the remainder of the semester.
- **Housing Restrictions:** Second offenders may not be able to return to campus housing the following semester at the discretion of the SCC.
- **Disciplinary Probation:** The student remains on disciplinary probation for the remainder of the semester.
- **Sports Suspension:** Suspension from participating in specified sport games for 6 competition games.
- **Extracurriculars Suspension:** Three weeks suspension from extracurricular activities.
- **On-Campus Job Suspension:** Three weeks suspension from on-campus jobs.

Subsequent Offenses:

- In cases of subsequent offenses, the student may be expelled from campus housing immediately.
- Depending on the severity of the repeated violation and the institution's policies, the student may face suspension or expulsion from the institution.

Consequences for Resident Assistants and Student Workers:

- **Immediate Consequences:** Removal from the position.

Please note that consequences and fines for conduct violations at Dallas Christian College are subject to change based on the severity of the offense, previous disciplinary history, and the discretion of college officials.

Academic Integrity

At Dallas Christian College, academic integrity is a cornerstone of the learning environment. To ensure that academic violations are handled appropriately, the Academic Sub-Committee (ASC) of the Student Conduct Committee has been established. The ASC is responsible for addressing academic offenses, such as plagiarism, AI, cheating, and other forms of academic dishonesty.

If the ASC discovers that a student has committed both an academic offense and a student conduct offense the ASC will address the academic violation, while the SCC will manage the non-academic side of the case.

First-Time Offenses: For first-time offenses, the instructor may impose penalties directly. The student will only go before the ASC if:

- The student appeals the instructor's decision.
- The student's repeated offenses escalate the case, prompting the ASC to review the overall pattern of conduct and impose a harsher academic penalty. The ASC may impose more severe academic penalties, including probation or suspension from the institution, depending on the severity and frequency of the offenses.

In cases where a student's academic conduct is under review, the ASC will work closely with the relevant faculty members to gather information, assess the situation, and ensure that both the student's and the faculty's perspectives are considered in the final determination.

Students accused of academic violations have the right to be informed of the allegations against them and provided with an opportunity to respond. The ASC will afford students due process and a fair hearing, allowing them to present their perspective and any mitigating factors relevant to the case. Based on the findings of the investigation and hearing, the ASC will determine appropriate academic disciplinary measures.

Appeal Process: All appeals must be submitted in writing within two days of receiving the committee's decision and must be based on at least one of the following criteria:

- **Procedural Irregularities:** If there were significant procedural irregularities during the conduct hearing that could have compromised the fairness of the process, the student may appeal on these grounds.
- **Lack of Sufficient Evidence:** If the student believes that there was insufficient evidence to support the decision reached by the committee, they may appeal based on this criterion.
- **New and Relevant Evidence:** If new and relevant evidence comes to light that was not known at the time of the conduct hearing and could potentially impact the outcome, the student may appeal on these grounds.
- **Excessive or Inadequate Sanction:** If the student believes that the sanction imposed by the committee is disproportionate to the facts of the case—either excessively harsh or inadequately lenient—they may appeal on the basis of the sanction's appropriateness.

All appeals will be considered at the discretion of the Vice President of Academics.

Academic Integrity: Students are expected to uphold the highest standards of academic honesty and integrity. While collaboration may be encouraged in certain instances, each student is responsible for their own work on assignments, tests, and exams.

Plagiarism:

Initial Offense:

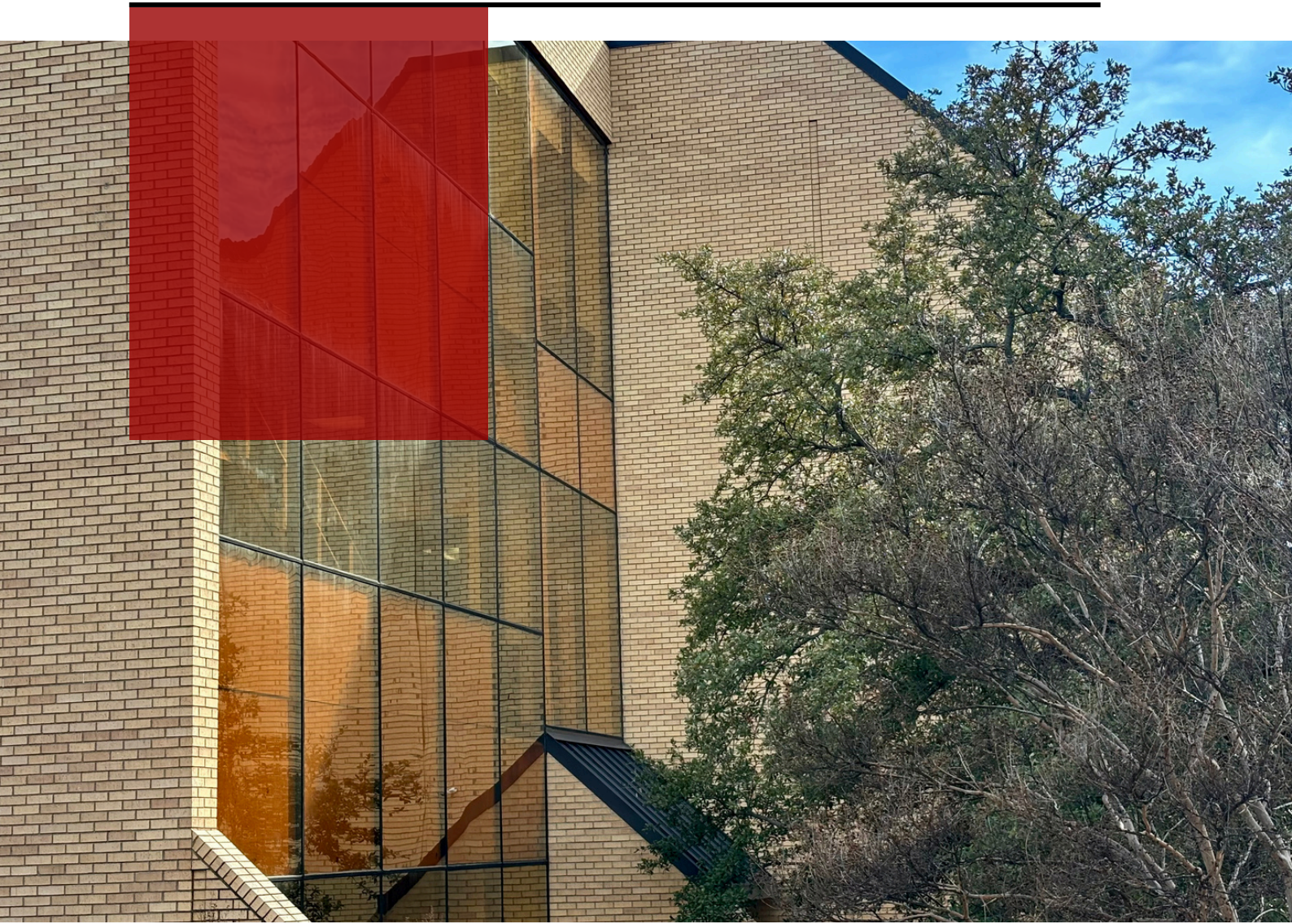
- When an instructor identifies plagiarism, the student's case is reported to the department chair and may be escalated based on the severity of the offense.
- For first-time offenders, the instructor has discretion to impose consequences such as redoing the assignment, receiving a failing grade on the assignment, or failing the class, depending on the severity.
- The student is placed on an academic watchlist, required to attend tutoring sessions, and must pass an academic integrity test.

Second Offense:

- If a student commits a second plagiarism offense, the case is automatically referred to the Academic Sub-Committee.
- In cases of flagrant or serious plagiarism, such as submitting work entirely copied from another source or using paraphrasing tools to generate the assignment, students may face more severe consequences. Consequences for plagiarism may include:
 - Resubmission of the assignment
 - "F" for the assignment or course
 - "XF" grade for the course
 - Dismissal from the college.

Grade of "XF": The ASC has the authority to issue a grade of "XF" for the course in which the academic dishonesty occurred. This grade is recorded on the student's permanent record and is reflected on the transcript as "XF – Failure Due to Academic Dishonesty."

Removal of "XF" Grade: In certain circumstances, outlined in the DCC Catalog, the "XF" grade may be eligible for removal from a student's record. This process will be administered according to the college's policies and procedures. At Dallas Christian College, we are committed to upholding the highest standards of academic integrity and ensuring a fair and equitable process for addressing instances of academic dishonesty. We believe that maintaining these standards is essential to fostering an environment of trust, integrity, and excellence in education.



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