



Charles R. Drew University of Medicine and Science

"A Private University with a Public Mission"

Student Code of Conduct

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Issuing Officer: Executive Vice Chancellor for Academic Affairs/Provost

Responsible Office: Division of Student Affairs

Effective Date: June 4, 2019

Revised Date/Review Date (If necessary): May 2019

Supersedes (If necessary): Former catalog and student handbook advisories.

PURPOSE:

The Divisions of Academic Affairs and Student Services strive to deliver a student discipline process that is equitable, just, educational, effective and expeditious; and to provide a system that promotes student growth through individual responsibility and in which the success of its educational endeavors is characterized by increased civility.

The primary concerns of Charles R. Drew University of Medicine and Science (CDU) are the students, their growth and development, and their experience while enrolled at the University. CDU attempts to provide for all students a campus environment that is conducive to academic achievement as well as social and individual growth. To that end, rules, regulations and guidelines governing student behavior and the student's relationship with the University have been formulated into a student code of conduct. The CDU Student Code of Conduct is established to foster and protect the core missions of the University, to foster the scholarly and civic development of the University's students in a safe and secure learning environment and to protect the people, properties and processes that support the University and its mission. All students are expected to conduct themselves in behaviors that contribute toward this end.

POLICY:

The Divisions of Academic Affairs and Student Services continually review student policies and regulations to ensure that they reflect changes in basic University practice and policy, and to recommend modifications as warranted by a changing student environment. Included in their review are the regulations pertaining to the student conduct system, which is administered by the Office of Academic Affairs presiding in coordination with the Offices of Student Affairs.

The Office of Student Affairs reviews all matters relating to student conduct and academic integrity. A complete description of the student conduct system is printed in college/school level student handbooks.

Enrollment at Charles R. Drew University of Medicine and Science is considered implicit acceptance of these and other policies applicable to students, all of which are educational in nature and designed to help students understand expectations and accept responsibility for their own actions. The Code applies to the on-campus conduct of all students and registered student organizations, including conduct using university computing or network resources.

A. Academic course requirements or any credit-bearing experiences, such as internships, field trips, study abroad, or student teaching

B. Any activity supporting pursuit of a degree, such as research at another institution or a professional practice assignment;

C. Any activity sponsored, conducted, or authorized by the University or by registered student organizations;

D. Any activity that causes substantial destruction of property belonging to the University or members of the University community, or causes or threatens serious harm to the safety or security of members of the University community; or

E. Any activity in which a police report has been filed, a summons or indictment has been issued, or an arrest has occurred for a crime of violence.

Students should also consult with their respective academic department for conduct expectations specific to their academic program.

Student behavior that is not consistent with the Student Code of Conduct is addressed through Student Code Procedures that are designed for the fair and equitable investigation and resolution of formal complaints.

The University reserves the right to administer the Code and proceed with the hearing process even if the student withdraws from the University, is no longer enrolled in classes, or subsequently fails to meet the definition of a student while a disciplinary matter is pending.

Students are subject to city, state, and federal laws while at the University, and violations of those laws may also constitute violations of CDU's Code of Conduct. In such instances, the University may proceed with university disciplinary action under the Code of Conduct independently of any criminal proceeding involving the same conduct and may impose sanctions for violation of the Code even if such criminal proceeding is not yet resolved or is resolved in the student's favor.

Any student found to have engaged, or attempting to engage, in any of the following conduct while within the University's jurisdiction would be subject to disciplinary action by the University. Attempt shall be defined as conduct that, if successful, would constitute or result in the prohibited conduct. Any student who abandons an attempt or prevents the prohibited conduct from occurring under circumstances that demonstrate a complete and voluntary renunciation of the prohibited conduct will not be subject to disciplinary action by the University.

1. Any activity that compromises the academic integrity of the University or disrupts the educational process. Examples of academic misconduct include, but are not limited to:
 - a. Cheating, plagiarism, or other forms of academic dishonesty that are intended to gain an unfair academic advantage, including violations defined within the University's Academic Dishonesty Policy.
 - b. Furnishing false information to a University official, faculty member, or campus office.
 - c. Forgery, alteration, or misuse of a University document, key, or identification instrument.
 - d. Misrepresenting oneself to be an authorized agent of the University or one of its auxiliaries.
2. Unauthorized entry into, presence in, use of, or misuse of University property.
3. Willful, material and substantial disruption or obstruction of a University-related activity, or any on-campus activity.
4. Participating in an activity that substantially and materially disrupts the normal operations of the University, or infringes on the rights of members of the University community.
5. Willful, material and substantial obstruction of the free flow of pedestrian or other traffic, on or leading to campus property or an off-campus University-related activity.
6. Disorderly, lewd, indecent, or obscene behavior at University-related activities/event and/or directed toward a member of the University community.
7. Conduct that threatens or endangers the health or safety of any person within or related to the University community, including physical abuse, threats, intimidation, harassment, or sexual misconduct. See also the Policy on Bullying and Anti-Harassment.
8. Hazing or conspiracy to haze. Hazing is defined as any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university or other educational institution in the state of California (CA Penal Code 245.6), and in addition, any act likely to cause physical harm, personal degradation or disgrace resulting in physical or mental harm, to any former, current, or prospective student of any school, community college, college, university or other educational institution. The term "hazing" does not include customary athletic events or school sanctioned events.
9. Use, possession, manufacture, or distribution of illegal drugs or drug-related paraphernalia, (except as expressly permitted by law and University regulations) or the misuse of legal pharmaceutical drugs while on campus or at a University-related activity.
10. Use, possession, manufacture, or distribution of alcoholic beverages (except as expressly permitted by law and University regulations), or public intoxication while on campus or at a University-related activity.

11. Theft of property or services from the University community, or misappropriation of University resources.
12. Unauthorized destruction or damage to University property or other property in the University community.
13. Possession or misuse of firearms or guns, replicas, ammunition, explosives, fireworks, knives, other weapons, or dangerous chemicals (without the prior authorization of the campus president) on campus or at a University related activity.
14. Unauthorized recording, dissemination, or publication of academic presentations (including handwritten notes) for a commercial purpose.
15. Misuse of computer facilities or resources, including:
 - a. Unauthorized entry into a file, for any purpose.
 - b. Unauthorized transfer of a file.
 - c. Use of another's identification or password.
 - d. Use of computing facilities, campus network, or other resources to interfere with the work of another member of the University community.
 - e. Use of computing facilities and resources to send obscene or intimidating and abusive messages.
 - f. Use of computing facilities and resources to interfere with normal University operations.
 - g. Use of computing facilities and resources in violation of copyright laws.
 - h. Violation of a CDU computer use policy.
16. Violation of any published University policy, rule, regulation or presidential order, or federal, state and local laws.
17. Failure to comply with directions, or interference with, any University official or any public safety officer while acting in the performance of his/her duties.
18. Any act chargeable as a violation of a federal, state, or local law that poses a substantial threat to the safety or well-being of members of the University community, to property within the University community or poses a significant threat of disruption or interference with University operations.
19. Inciting or participating in riotous behavior with the purpose to commit or incite action that presents a clear and present danger to others, causes physical harm to others or damages University property or property of University community members.
20. Using electronic or other means for recording images without others' prior knowledge and in a location where there is a reasonable expectation of privacy. The storing, sharing and/or distribution of such unauthorized images is also prohibited.
21. Violation of the Student Conduct Procedures, including:
 - a. Falsification, distortion, or misrepresentation of information related to a student discipline matter.
 - b. Disruption or interference with the orderly progress of a student discipline proceeding.
 - c. Initiation of a student discipline proceeding in bad faith.
 - d. Attempting to discourage another from participating in the student discipline matter.

- e. Attempting to influence the impartiality of any participant in a student discipline matter.
 - f. Verbal or physical harassment or intimidation of any participant in a student discipline matter.
22. Failure to comply with the sanction(s) imposed under a student discipline proceeding.
23. Encouraging, permitting, or assisting another to do any act that could subject him or her to discipline. See also the Policy on Bullying and Anti-Harassment.

BACKGROUND:

N/A

APPLICABILITY:

The Code applies to the on-campus conduct of all students and registered student organizations, including conduct using University computing or network resources.

Charles R. Drew University of Medicine and Science has jurisdiction over student behavior that occurs on University premises, at University sponsored events, or other off-campus locations if it adversely affects the University community or University objectives as determined by University officials. If an off-campus incident is determined to fall within the University's jurisdiction, it will be handled according to the policies and procedures of the Student Code of Conduct.

Students are responsible for their conduct from throughout their engagement with the University, which includes from application for admission through conferral of a degree, even though conduct may occur on or off-campus, before or after classes, during the academic year, or during breaks between terms of enrollment (even if the conduct is not discovered until after a degree is conferred). The University has continuing jurisdiction over students charged with violating the code who withdraw from the University while proceedings under the Student Code of Conduct are still active or pending. Students are expected to engage in appropriate academic and social conduct that reflects positively on the University, on campus and in the community.

A. Academic course requirements or any credit-bearing experiences, such as internships, field trips, study abroad or student teaching;

B. Any activity supporting pursuit of a degree, such as research at another institution or a professional practice assignment;

C. Any activity sponsored, conducted, or authorized by the University or by registered student organizations;

D. Any activity that causes substantial destruction of property belonging to the University or members of the University community, or causes or threatens serious harm to the safety or security of members of the University community; or

E. Any activity in which a police report has been filed, a summons or indictment has been issued, or an arrest has occurred for a crime of violence, including a sex offense or alleged sex offense.

Students should also consult with their respective academic department for conduct expectations specific to their academic program.

Student behavior that is not consistent with the Student Code of Conduct is addressed through Student Code Procedures that are designed for the fair and equitable investigation and resolution of formal complaints.

ROLES AND RESPONSIBILITIES:

N/A

COMPLIANCE:

Failure of responsible employees to comply with the reporting obligations under this policy may result in disciplinary action, up to and including termination. Students in violation of this policy are subject to disciplinary action, up to and including dismissal from the University.

APPROVING AUTHORITY:

President and Board of Trustees

DEFINITIONS:

University Premises: Includes all lands, buildings, facilities, and resources owned, leased, managed, or operated by Charles R. Drew University of Medicine and Science. Student: Includes an individual who is registered for classes or otherwise entered into any other contractual relationship with the University to take instruction.

A. It further includes persons who are eligible to receive any of the rights and privileges afforded a person who is enrolled at the University, including, but not limited to, those individuals admitted to the University and attending orientation programs.

B. The Student status lasts until an individual graduates, is dismissed, or is not in attendance for two (2) consecutive terms.

C. It also includes registered student organizations. Members of the University Community: Includes, but is not limited to, students, faculty, staff and visitors to the University campus.

Complaint: Includes a written statement, alleging a violation of the Code of Conduct or other published rule applicable to students at the University, provided to an authorized

university official. Information submitted by other means (i.e. email, fax, or verbally) will be reviewed and may, at the University's discretion, be acted upon but will not be treated as a formal complaint. Only written statements will be treated as formal complaints.

Crime of Violence: Includes the offenses stated in the California Penal Code.

PROCEDURES:

N/A

RELATED POLICIES:

Policy 408 - Hazing