

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT CONDUCT

FLB
(LOCAL)

STUDENT CODE OF
CONDUCT

College District students are both citizens and members of the academic community. As citizens and students, they enjoy the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy. As members of the academic community, they are subject to the obligations that are theirs by virtue of this membership.

The College District expects its students to conduct themselves in a manner that reflects credit upon the institution they represent. There are two basic standards of behavior required of all students:

1. They shall adhere to College District policies and municipal, county, state, and federal laws; and
2. They shall not interfere with or disrupt the orderly educational processes of the College District.

Students are entitled to only those immunities or privileges by law as enjoyed by other citizens.

SCHOLASTIC
DISHONESTY

Every member of the College District community is expected to maintain the highest standards of academic integrity. The College District may initiate disciplinary proceedings against a student accused of scholastic dishonesty. While specific examples are listed below, it is not an exhaustive list and scholastic dishonesty may encompass other conduct, including any misconduct through electronic or computerized means. Scholastic dishonesty shall include, but is not limited to, one or more of the following acts.

General scholastic dishonesty includes, but is not limited to, statements, acts, or omissions related to applications for enrollment, credit, or class work, research, or the award of a degree; falsifying academic records; using annotated texts or teacher's editions, using information about exams posted on the Internet or in any electronic medium; leaving a test site without authority; failing to secure test materials; and/or submitting work that is not one's own. All work submitted for credit is expected to be the student's own work. Students are expected to record honestly and accurately the results of all their research. Falsification of research results shall include misrepresentations, distortions, or omissions in data or reports on research.

Plagiarism is the use of an author's words or ideas as if they were one's own without giving credit to the source, including but not limited to, failure to acknowledge a direct quotation. In the preparation of all papers and other written work, students must distinguish their own ideas and knowledge from information derived from other sources. The term "sources" includes not only published primary and secondary materials but also information and opinions gained

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directly from other people. Whenever ideas or facts are derived from a source, the source must be indicated by the student.

Cheating is the willful giving or receiving of information in an unauthorized manner during an examination or to complete an assignment; collaborating with another student during an examination without authority; using, buying, selling, soliciting, stealing, or otherwise obtaining course assignments and/or examination questions in advance; unauthorized copying of computer or Internet files; using someone else's work for an assignment (in whole or in part) for more than one class or institution without permission from the professor or professors; or any other dishonest means of attempting to fulfill the requirements of a course.

Collusion is intentionally or unintentionally aiding or attempting to aid another in an act of scholastic dishonesty, including but not limited to, failing to secure academic work; providing a paper or project to another student; providing an inappropriate level of assistance or unauthorized collaboration; communicating answers to a classmate about an examination or any other course assignment; removing tests or answer sheets from a test site; and allowing a classmate to copy answers.

In cases where an incident report has been filed for an alleged violation of scholastic dishonesty, the faculty member is requested to delay posting a grade for the academic work in question until the case is final. A student found responsible for scholastic dishonesty offenses will receive an authorized disciplinary penalty or penalties from the dean of student development office. The student may also receive an academic penalty in the course where the scholastic dishonesty took place. The faculty member will determine the appropriate academic penalty.

OTHER OFFENSES

The College District may initiate disciplinary proceedings for a student who commits an offense as provided below. This list is not exhaustive but provides examples of the types of violations that may result in discipline:

1. Forging, altering, or misusing College District documents or records.
2. Disrupting the orderly process of the College District (e.g., classes, events, or meetings) or interfering with the lawful rights of others.
3. Conducting himself or herself in a manner that interferes with College District teaching, research, administration, disciplinary procedures, or other activities and public service functions.

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4. Damaging, stealing, defacing, or destroying College District property, property belonging to a third party on a College District-sponsored trip, or property belonging to a College District student, faculty or staff member, or a campus visitor.
5. Theft, sabotage, destruction, distribution, or other use of the intellectual property of the College or third parties without permission.
6. Knowingly giving false information in response to reasonable requests from College District officials.
7. Assaulting, threatening, abusing (physically, verbally, and/or sexually), or endangering in any manner the health or safety of a person at the College District, on College District property, or at a College District-sponsored event.
8. Violating College District Student Code of Conduct; Board policies; laws; or administrative rules, regulations, and procedures (e.g., parking, guidelines for student events, registration of meetings and activities, use of College District facilities or the time, place, and manner of public expression).
9. Failing to comply with directions of College District officials and/or police acting in the performance of their duties.
10. Failing to notify College District officials of a change in residency status or current address.
11. Being convicted of an indictable offense under either municipal, state, or federal law that occurred on College District property or at an off-campus, College District-sponsored event.
12. Attempting to, or possessing, manufacturing, delivering, distributing, selling, purchasing, using, or being under the influence of, alcoholic beverages, illegal controlled substances (as defined in the Texas Controlled Substance Act), steroids, substances referred to as "designer drugs," and inappropriately or illegally using over-the-counter medications, prescription medications, inhalants, herbal/"natural" euphorants, look-alike products (what is represented to be any of the above-listed substances) at the College District, on College District property, or while attending College District-sponsored activities on- or off-campus. [See FLBE]
13. Unlawfully retaliating against another student, campus visitor, or staff or faculty member.

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14. Unlawfully harassing or stalking another student, campus visitor, or staff or faculty member, including, but not limited to, sexual, racial, and disability harassment, and/or creating an intimidating, hostile, or offensive educational environment.
15. Using, possessing, or displaying any illegal knife, club, or prohibited weapon, in violation of the law or College policies and procedures, on College property or at a College-sponsored or -related activity, unless written authorization is granted in advance by the District President or designee. See CHF(Legal) and CHF(Local) for the complete list of prohibited weapons.
16. Engaging in gang-related activity and/or organized criminal activity at any College District facility or grounds. Such actions shall subject a student to disciplinary penalties, while a student involved in illegal acts may be arrested and face criminal prosecution.
17. Releasing restricted course call numbers to other students.
18. Misusing or sharing College-Wide Identification numbers (CWID), CougarMail e-mail accounts, or other restricted access codes or passwords.
19. Repeatedly violating College District policies, procedures, or guidelines and/or repeating less serious breaches of conduct.
20. Misusing College District technology and/or using computing systems to harass others (including, but not limited to, sending, distributing, posting, or displaying offensive or threatening material, and forging mail messages, sending chain letters, and the like), and/or any violation of digital copyright laws resulting in demonstrable harm to the College District's network or disruption of classroom activities. These violations may result in the suspension of College District technology resource privileges and shall be addressed as a formal disciplinary matter.
21. Gambling illegally in any form, at the College District, on College District property, or at any College District-sponsored activity.
22. Engaging in the disruptive use of electronic, digital media, or telecommunications devices during class, labs, or other College District learning environments. In addition, all electronic, digital media, or telecommunication devices must be completely turned off (not in silent or vibrate mode) while taking examinations and prior to entering the College District's Testing Center.

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23. Engaging in hazing at the College District, on College District property, or at any College District-sponsored activity.
24. Smoking or using any tobacco product or other electronic smoking device (including personal vaporizers) on all College District property. [See FLBE]
25. Committing any other offense that violates the College District's core values or that disrupts the educational processes of the College District.

HAZING

Section 51.936 of the Texas Higher Education Code and Texas Education Code Chapter 37, Subchapter F, prohibits hazing at the College District, on College District property, or while attending College District-sponsored activities on- or off-campus. [See FLBC (LEGAL)] The office of the dean of students at the College District shall publish or distribute a list of organizations that have been disciplined for hazing or convicted for hazing on- or off-campus during the previous three years.