

Community Standards

INTRODUCTION

As Dickinsonians, students have the opportunity to benefit from a rich and stimulating learning experience. By accepting membership in our community, students also assume a critical role in fostering an intellectual and social environment characterized by civility, understanding, accountability, and respect. Being a member of the Dickinson College community is a privilege that carries the responsibility for the well-being of all other members and for the community as a whole.

This document provides information to help students understand the conduct that is expected of all Dickinsonians. It also outlines how the College will move to educate when behaviors occur that are inconsistent with the standards outlined in this document. All students are expected to know and uphold the Community Standards.

The Director of Student Conduct coordinates the administration of the student conduct process at Dickinson College, including the handling of social and academic misconduct. The Vice President of Student Life and Dean of Students has oversight responsibility for incidents involving social misconduct. The Provost and Dean of the College oversees cases involving academic misconduct. These responsibilities have been delegated by the President and the faculty.

Mission and Philosophy

Dickinson's mission is inspired by our founder, Dr. Benjamin Rush, and his vision to educate citizens to meet the societal and economic demands of an emerging democracy. Our residential environment provides an opportunity to develop leadership and citizenship skills as students learn to assume responsibility for themselves and the welfare of their community.

In this environment, students may occasionally exercise poor judgment or engage in conduct that disrupts the community. For this reason, the College maintains Community Standards that set expectations for behavior and outline educational procedures for student conduct. The goals and objectives of the College's Community Standards differ from those of the civil and criminal justice systems. Ours is a process that prioritizes education and accountability to the community. We do not adhere to "courtroom" principles but rather to educational objectives that seek to balance individual learning and community welfare.

The College affirms a student's right to be treated fairly, including the right to receive appropriate notice of concerns about specific behaviors and the opportunity to respond to those concerns. In formal resolution proceedings, this also includes the right to be assisted by an advisor and to appeal the initial hearing outcome.

Dickinson Community Standards and Expectations for Conduct

The expectations articulated in the Community Standards are designed to foster a vigorous academic life and a respectful community. Dickinson expects that its students will demonstrate standards of behavior that demonstrate:

- Respect for Ideas
- Respect for Self
- Respect for Others
- Respect for Community
- Respect for Property

These standards apply to on-campus behavior, to behavior while studying in a Dickinson program abroad, and to off-campus behavior that does or has the potential to adversely affect any member of the Dickinson College community or Dickinson College. While it is impossible to enumerate every possible violation of the five standards identified above, the following sections provide students with specific guidance about conduct that clearly violates our expectations.

The College has determined that certain violations are of such a serious nature that they will likely result in a student's or organization's *interim separation, suspension, or expulsion* from Dickinson College (these terms are described in the **Outcomes** section of this document). Violations fall within this category when they cause, or have the potential to cause, significant adverse consequences for the safety, health and/or wellbeing of the student, others, or the community at large.

ACADEMIC MISCONDUCT

Students are expected to do their own work on quizzes, papers, examinations, class assignments, etc. Collaboration must be noted in writing and requires the consent of all instructors. Given these expectations, any of the following are considered academic misconduct:

Cheating

Cheating involves deception or the provision or receipt of unauthorized assistance. Students are expected neither to receive nor to provide unauthorized assistance with academic work. The examples below are illustrative but not exhaustive:

- Copying from another person's work or answers.
- Referring to and using prohibited materials in the preparation for assignments or the taking of examinations or quizzes.
- Obtaining and using a copy of the examination or answers to an examination without the knowledge of the instructor.
- Collaborating on assignments or examinations unless such collaboration is permitted.
- Submitting the same paper or assignment in two courses without the permission of both professors.
- Using substantive sections of an assignment or paper completed for another course without permission of both instructors.
- Assisting another to do any of the above or to cheat in a comparable manner.
- Using online translators to complete assignments, quizzes, or examinations in a language course.

Plagiarism

To plagiarize is to use without proper citation or acknowledgment the words, ideas, or work of another. Plagiarism may take several forms.

The most severe form of plagiarism involves the *deliberate* and *extensive use* of written material from outside sources without proper acknowledgment. Students who submit assignments with significant sections they did not write themselves commit this type of violation.

Another serious type of plagiarism involves *less wholesale but still repeated and inappropriate* borrowing from outside sources. In some situations, students borrow phrases or sentences from others and do so without both quotation marks and proper attributions.

Finally, plagiarism may involve the borrowing of specific words or phrases without quotation marks. In such situations, citations may be present, but they are inadequate. This problem most commonly occurs when students attempt to paraphrase sources merely by changing words in a single sentence or brief series of sentences.

Students can avoid plagiarism by:

- Providing clear and accurate citations for sources.
- Remembering that quotations and statistics require citations. Specific facts and ideas borrowed from others, even if expressed in the student's own words, also require citations.
- Citing an author's argument. Matters of general knowledge do not usually require citations, but when in doubt, students should provide citations.
- Acknowledging the use of parents, friends, or others for specific contributions to their work.
- Understanding that paraphrasing means to summarize in one's own words. The surest way to avoid plagiarism when summarizing is to write with sources and notes closed. If the student cannot explain what an author argued from memory, they probably do not understand it well enough to paraphrase.

Falsifying/Forging Academic Documents

Falsifying or forging documents involves the unauthorized alteration of information provided by the College on records or documents. Falsifying/forging academic documents includes, but is not limited to:

- Altering information on a transcript.
- Changing a grade or the comments/markings on a paper, assignment, or lab report.

Misuse of Generative AI

The use of Generative Artificial Intelligence (GenAI) tools including but not limited to ChatGPT, CoPilot, Gemini, and Grammarly in the learning environment may impede

students' opportunities to explore a topic and engage in critical inquiry. Unless it is **expressly permitted** by your professor, articulated through the syllabus or other course documents, it is unacceptable for students to use generative AI tools on assignments or exams. Without this explicit permission, use of these tools constitutes a violation of Dickinson's academic misconduct policy.

Impermissible use of GenAI is its own form of academic misconduct. Depending on the design of the assignment within the context of the course, it may incorporate one or more related violations:

- **Plagiarism:** using the work created by GenAI, in part or in whole, and claiming it as your own, and/or failure to properly disclose use of GenAI.
- **Cheating:** assistance of GenAI on examinations and quizzes, and/or prohibitive use of GenAI on graded assignments.
- **Forging/Falsifying Academic Documents:** falsification of information sources and citations, and/or data or evidence used in assignments.

When GenAI use is allowed, professors may require that students disclose the nature and extent of use. Students are encouraged to discuss with their professors whether any use of translation or artificial intelligence tools is appropriate for a specific assignment or exam.

Respect for ideas – our own and others' – is a hallmark of academic integrity. We show respect for ideas by acknowledging when we have used others' words or ideas in our work. We expect others to acknowledge when they use our ideas and words in their work.

SOCIAL MISCONDUCT

Maintaining a civil, safe, and respectful environment in which learning can best occur is the responsibility of all members of our community.

ALCOHOL AND DRUG AMNESTY

While the College expects all students to adhere to its Community Standards, there are times when health and safety issues take precedence over conduct standards and students are encouraged to put their health and safety or the health and safety of others above all other concerns. The College encourages reporting of health and safety emergencies and seeks to remove any barriers to reporting by providing limited amnesty for individuals who report such emergencies. Consequently, when a student in need of immediate medical assistance to prevent their own death or serious injury or that of another person contacts DPS, calls 911 or contacts Residence Life & Housing, neither the reporting student nor the student at risk will be held responsible for their own consumption or possession of alcoholic beverages or drugs provided:

- The reporting student reasonably believed they were the first person to make a call to DPS, 911 or Residence Life & Housing staff,
- The reporting student provides their own name when making the report, and
- The reporting student remains with the person needing medical assistance until help arrives.

This offer of amnesty refers to isolated incidents only and does not excuse or protect those who flagrantly and/or repeatedly violate the College's drug and alcohol standards and expectations. It applies only to cases of suspected extreme intoxication or other life-threatening circumstances due to alcohol or drug use and does not extend to related infractions such as assault or property damage. Although student or student organizations covered under this policy will not be subject to the conduct process, individuals involved will be required to meet with an administrator to discuss the incident and may be required to complete educational sessions and/or a substance use assessment. The incident may also result in notification of parent(s) or guardian(s). This policy only covers how the College will respond to students who could be involved in our student conduct process and does not cover criminal charges that could result from law enforcement based on the incident.

STANDARDS OF SOCIAL CONDUCT

Below are descriptions of specific departures from the Community Standards addressed through our student conduct system.

Students should also understand that, in addition to the sanctions that may be imposed for violations of the Community Standards, there may be other consequences that arise from their behavior including, but not limited to adverse effects to student's immigration status, impact on financial aid, or effect eligibility for other campus opportunities, including but not limited to membership or participation in certain organizations, certain honors, awards and scholarships, leadership positions, club sports or varsity athletics.

Respect for Self – Knowing and respecting your worth helps to teach others how to treat you. We show ourselves when we respect our own boundaries.

ALCOHOL

The possession, use, sale, provision and/or distribution of alcohol, except as permitted by law, is a violation of the Dickinson College Community Standards as well as a possible violation of local, state and/or federal laws. Students are expected to comply with the [Drug and Alcohol Policy](#) as outlined in the [College-Wide Policies](#) page.

Possible Sanctions for Violating the Alcohol Provision for Possession and Use

While the College aims to manage situations on a case-by-case basis regarding alcohol, the College also aims to respond consistently to students and to be transparent with outcomes. The following are recommended sanctions for violations of the alcohol policy. Depending on the severity of the incident and impact on the community in an incident, the College can alter sanctions to address safety and security concerns more appropriately.

Range of sanctions: Warning (minimum) to Suspension (maximum)

Recommended for First Violation of the Alcohol Policy

- Warning or Probation
- Parental Notification
- Self-Reflection

Recommended for Second Violation of the Alcohol Policy

- Probation for one semester to probation for one year
- Parental Notification
- Mentor Meetings with faculty or staff member
- Ethical Decision-Making Workshop

Recommended for Third Violation of the Alcohol Policy

- Probation for one year to suspension for one semester
- Substance Use Assessment (BASICS course, for which there is a \$75.00 fee), Extended Substance Use Assessment (for which there is a \$75.00 fee), or Substance Use Assessment/Treatment while Suspended (you are responsible for all costs)
- Parental Notification

Recommended for Fourth Violation of the Alcohol Policy

- Suspension for one semester to suspension for one year
- Substance Use Assessment/Treatment While Suspended (you are responsible for all costs)
- Parental Notification

DRUGS

The possession, use, distribution(*), manufacture(*), cultivation(*), sale(*), transfer(*), or the attempt or conspiracy to possess, use, distribute, manufacture, cultivate, sell or transfer any substance the possession of which is prohibited by federal, state or local drug laws (*NOTE: The intention to distribute, sell or transfer drugs may be inferred from the quantity and/or types of drugs involved*).

Effective August 2011, Pennsylvania added certain **synthetic substances** to the list of drugs and substances it is illegal to possess, use or sale. These include chemical substances contained in bath salts, synthetic marijuana, or other synthetic drugs including, but not limited to, salvia and 2C-E.

The distribution, manufacture, possession, sale or use of Delta-8, Delta-9, Delta-10, or any other cannabinoids which contain THC, regardless of whether they are produced naturally or synthetically, is prohibited.

Students are expected to comply with the [Drug & Alcohol Policy](#) as outlined in the [Campus Wide Policies](#) page.

MEDICAL MARIJUANA

The possession and use of marijuana remain illegal under federal law. Consistent with federal law, including the Controlled Substances Act and the Drug Free Schools and Communities Act, the use and/or possession of marijuana (even for medical purposes) continues to be prohibited while a student is on college owned or college-controlled property, and/or at any function hosted, authorized, or supervised by the college regardless of where held. All products containing THC are prohibited.

Possible Sanctions for Violating the Drug Provision for Possession and Use

While the College aims to manage situations on a case-by-case basis regarding drugs, the College also aims to respond consistently to students and to be transparent with outcomes. The following are recommended sanctions for violations of the drugs policy. Depending on the severity of the incident and impact on community in an incident, the College can alter sanctions to address safety and security concerns more appropriately.

MARIJUANA

Range of sanctions: Probation (minimum) to Suspension (maximum)

Recommended for First Marijuana Violation

- Probation for one semester
- Parental Notification
- Warning regarding illegal nature of drugs

Recommendation for Second Marijuana Violation

- Probation for one semester to or one year
- Parental Notification
- Ethical Decision-Making Workshop or Mentor Meetings

Recommendation for Third Marijuana Violation

- Probation for one year to suspension for one semester.

- Substance Use Assessment (CASICS course, for which there is a \$75.00 fee), Extended Substance Use Assessment (for which there is a \$75.00 fee) or Substance Use Assessment and Treatment While Suspended (student is responsible for all costs) Parental Notification

Recommendation for Fourth Marijuana Violation

- Suspension for one semester to suspension for one year
- Substance Use Assessment/Treatment while suspended (you are responsible for all costs)
- Parental Notification

OTHER DRUGS (*) – *Not including marijuana*

Range of sanctions: Suspension (minimum) to Expulsion (maximum)

Recommended for First Violation for Other Drugs

- Suspension for one semester to suspension for one year
- Substance Use Assessment and Treatment While Suspended
- Parental Notification

Recommendation for Second Violation for Other Drugs

- Expulsion
- Parental Notification

DRUG PARAPHERNALIA

Possession and/or use of any paraphernalia prohibited by federal, state, or local drug laws violates the Dickinson College Community Standards.

FALSE IDENTIFICATION

Creating (*), distributing (*), or possessing an identification card that falsely identifies or that is intended to falsely identify the bearer by name, age, date of birth, photograph, or other personally identifiable criteria; possessing or using the identification card of another; or possessing or using an identification card that has not been issued to or in the name of that person who possesses the card.

HARM TO SELF

Engaging in activities or behaviors that intentionally or unintentionally jeopardize one's safety or well-being, or which disrupt the community or any member of the community.

VIOLATIONS OF LAW

Students and organizations are expected to obey federal, state, and local laws. Any violation of such laws on Dickinson's campus or which affects Dickinson College or members of its community is also a violation of the Community Standards.

ADULTERATION OF FOOD AND/OR BEVERAGE (*)

The intentional placement of drugs or other illicit substances into the food or beverage to be consumed by others, and without their knowledge and consent.

DISCRIMINATORY CONDUCT (*)

Engaging in conduct that has the purpose or effect of creating a hostile environment or which deprives another person of the ability to fully participate in the programs or opportunities of the college based on that person's race, color, religion, ethnicity, national origin, disability, or other characteristic protected by law (other than sex discrimination) or College policy is a violation of the Community Standards. Discriminatory Conduct may occur in a single egregious instance or may be the cumulative result of a series of incidents and may include, but is not limited to, acts of verbal, nonverbal or physical aggression, intimidation, or hostility, including such conduct that occurs electronically or via social media. Conduct that is alleged to be based on discrimination based on sex, including sex, sexual orientation, gender identity, or gender expression, is addressed according to the processes set forth in the [Sexual Harassment and Misconduct Policy](#) (also on the [Campus-Wide Policies](#) page).

When there are allegations of discriminatory conduct based on sex, as well as the characteristics set forth in these Community Standards, the College will coordinate the investigation and resolution efforts to address Harassing Conduct related to the targeted individual's sex, sexual orientation, gender identity or gender expression together with the conduct related to the targeted individual's race, color, ethnicity, national origin, religion, age, or disability. Coordination of the investigation will not delay the prompt and equitable resolution of a report under this policy.

Possible Sanctions for Violating the Discriminatory Conduct Policy

Range of sanctions: Warning (minimum) to Expulsion (maximum)

Recommended for First Violation

- Warning to Suspension for one semester
- Educational Programs or Meetings Attendance and Participation

Recommendation for Second Violation

- Probation for one semester to Expulsion
- Educational Program or Meeting Attendance and Participation

Respect for Others – Dickinson is a diverse community. Appreciating, listening to, and affirming others makes us more inclusive. Respect for Others is demonstrated by giving value to others' beliefs, ideas and understanding that everyone, regardless of any differences you have with them, deserves to be respected.

DISHONESTY

Students and organizations are expected to be honest and truthful in all interactions with members of the Dickinson College community, including the College itself, its faculty and employees, alumni, and fellow students, as well as with local, state, and federal officials. This includes, but is not limited to, falsifying, forging, altering, or misusing any document or record.

ELECTRONIC CONDUCT

College-provided computers, electronic devices and Internet access are available on campus. Students also use their own electronic equipment on campus as well. In all cases, policies governing the use of the College's electronic equipment, Internet access, network and computer system apply. The policies are on the [Campus Wide Policies](#) page. Using any computer or other electronic device, and/or the college's network or Internet access in violation of these policies is prohibited.

FAILURE TO COMPLY

Students and organizations are expected to comply with the directions of college officials and follow all College policies. Specific expectations include:

- following the directions of college officials and not hindering any College employee (including student employees) in the performance of their duties or interfering with the operations of the College.
- complying with college policies and regulations, including but not limited to, those found in the Student Handbook.
- complying with the results of hearings and procedures in which they participate.
- student organizations are also expected to comply with the policies and regulations that govern their organization, including but not limited to risk management policies and regulations for behavior.
- complying with college policies and instructions related to health & safety of the community.

HARM TO OTHER (*)

Physical, verbal, or psychological abuse, harassment, intimidation, or other harmful conduct, including those made electronically or via social media, that threatens, endangers, or has the potential to endanger the health, well-being, or safety of another individual. It can include, but is not limited to, threats, intimidation, assaulting another person, and/or purposefully injuring another individual.

HAZING (*)

Any act that, as an explicit or implied condition for initiation to, admission into, affiliation with, acceptance in, or continued membership in a group or organization, could be seen by a reasonable person as endangering the physical well-being of an individual, as causing mental distress to an individual, or as being disruptive to the campus community, regardless of the individual's willingness to participate. The complete [Hazing Policy](#) can be found on the [Campus Wide Policies](#) page under [Student Resources and Services](#).

SEXUAL HARASSMENT AND MISCONDUCT (*)

The College's policy and procedures for resolution of sexual harassment can be found in the Sexual Harassment and Misconduct Policy (on the [Campus Wide Policies](#) page). Allegations

which meet the definitions within the Sexual Harassment and Misconduct Policy may only be adjudicated under that policy and cannot be adjudicated through any other process when the jurisdictional requirements of Title IX are met. When the Title IX Coordinator determines that the allegations do not meet the jurisdiction of the College as defined by Title IX regulations, or where the misconduct allegations do not meet the definitions within the Sexual Harassment and Misconduct Policy, the Title IX Coordinator must dismiss the allegations but may refer concerns or reports of prohibited misconduct to the Student Conduct office for review and possible resolution under this or another relevant policy. Note that in its adjudication of cases involving allegations of sexual harassment, the Student Conduct office will utilize the definitions articulated in the Sexual Harassment and Misconduct Policy, except that the definitions for Sexual Harassment and Gender-Based Harassment are altered to remove the requirement that the conduct be so severe, pervasive and objectively offensive that it effectively denies a person equal access.

COMPLICITY

Assisting or facilitating the commission of a violation of the Community Standards.

DISRUPTIVE CONDUCT

Conduct that is disorderly, annoying, disruptive, lewd, overly aggressive, obscene or which causes alarm.

FIREARMS, FIREWORKS, PROJECTILES AND WEAPONS POLICY

All members of the College community, including faculty, staff, and students, as well as visitors to Dickinson College, are prohibited from possessing firearms, explosives or weapons (hereafter collectively referred to as “weapons”) on the premises of the College or in any building under College control or at any College–sponsored event without the explicit authorization of Dickinson College, whether or not a federal or state license to possess the same has been issued to the possessor. The complete [Weapons, Firearms, Fireworks and Projectiles Policy](#) can be found on the [Campus Wide Policies](#) page.

INTERFERENCE WITH COLLEGE ACTIVITIES

The obstruction or disruption of teaching, research, administrative duties, conduct proceedings or other college activities.

RESIDENTIAL LIVING GUIDELINES & POLICIES

Students on campus are expected to participate actively in their communities and fulfill the obligations of a respectful and responsible citizen in the community. Residential policies and guidelines are designed to foster safe, productive, and respectful environments that allow students maximal opportunities for growth and development. While living in college-sponsored facilities, you are expected to follow these guidelines and policies and any other guidelines established by an individual community. The complete list of Residential Guidelines & Policies can be found on the [Campus Wide Policies](#) page under [Student Resources and Services](#).

RETALIATION

Seeking retribution or revenge or attempting to seek retribution or revenge against anyone involved in the bringing, defense or resolution of allegations of any violation of the Community Standards, including the complainant, the respondent, anyone acting on behalf of either party, or anyone participating in the investigation, hearing and/or appeal.

UNAUTHORIZED ACCESS

Unauthorized access to or use of college buildings, building roofs, facilities, or other properties. This includes, but is not limited to, gaining access to a room, location, or building without authorization, unauthorized use of a college vehicle, and/or improper possession or duplication of a key or key card.

FIRE SAFETY EQUIPMENT (*)

Tampering with fire safety equipment and/or the intentional or reckless starting of a fire.

DAMAGE TO PROPERTY

Damage to college property or the property of others, and any attempt to damage it.

Respect for Property is essential when interacting with other's belongings, including the College's property. We show our respect for property by not stealing, destroying or accessing property without permission.

SAFETY AND SECURITY EQUIPMENT

Tampering and/or the misuse of safety and security equipment.

THEFT/POSSESSION OF STOLEN PROPERTY

Taking, attempting to take, and/or being in possession of the property of another without permission.

PROCEDURES FOR RESOLVING ACADEMIC MISCONDUCT

When the actions of a student(s) violate the Dickinson College Community Standards, the Office of Student Conduct initiates a process of review and resolution. This section describes procedures employed for the resolution of concerns about behavior and conduct inconsistent with the College's values and standards as an academic community. Reports of academic misconduct violations are submitted to the Director of Student Conduct and handled through a formal or informal resolution process.

Informal Resolution

The College aims to respond to academic misconduct in an educational and restorative manner. Informal resolution seeks to resolve conflict, restore an individual's relationship with the community, and promote trust. This is achieved through outcomes mutually agreed upon by the College and the student. Outcomes of informal resolutions do not appear on a student's conduct record; however, these outcomes may later be taken into consideration if additional academic violations occur.

Informal resolutions are reserved for allegations of academic misconduct in which the:

- facts of the incident are not in dispute.
- the student(s) involved accepts responsibility for their actions and agrees to amicable and respectful discussion throughout the process, and the outcome does not alter the student's relationship or status with the College.
- the faculty member does not seek an academic penalty for the alleged misconduct.

After a faculty member has reported the alleged incident of academic misconduct to the College, and if a student has no previous history with the Student Conduct Office, the faculty member may opt for an informal resolution. In an informal resolution, a faculty member

meets with the student to discuss the incident under consideration. Informal resolutions result in a warning to the student. The faculty member may ask the student to redo the assignment or to schedule a meeting with the Writing Center or with Strategies, Organization & Achievement Resources (SOAR). No academic penalties may result from an informal resolution.

An informal resolution involves a meeting with honest and candid dialogue between the student and faculty member, an acknowledgement and understanding of responsibility, and a resolution that is agreed upon by both participants. Students are eligible for **one** informal resolution. Any subsequent allegations will result in an administrative or panel hearing.

Because the outcomes of an informal resolution are agreed upon by both parties, an appeal of the process and its result is not permitted. If the student and faculty member are unable to agree on the outcomes of the informal resolution proceeding, either party may request that the matter be resolved through formal resolution proceedings.

Formal Resolution

There are two means of formal resolution: administrative hearings and hearing panels. Violations that do not meet the criteria for an informal resolution and are not likely to alter a student's status at the institution may be heard through an administrative hearing with an Associate Provost or designee. All other violations resolved by a formal resolution will be reviewed by a hearing panel.

Formal resolutions are reserved for allegations in which:

- a student is ineligible for an informal resolution because of a previous charge of academic misconduct.
- the alleged violation(s) of the Community Standards is likely to alter a student's status at the college.
- the facts of the underlying incident are in dispute.
- a student challenges or fails to acknowledge responsibility for their actions.
- a student requests a formal resolution process.

Students' rights during a formal resolution process include:

- the right to appropriate notice of concerns about specific behavior (this information is in the notice letter that the student receives).
- the opportunity to be assisted by an advisor.

- the opportunity to respond to the concern (the student's opportunity is to provide a written statement or account of what occurred).
- the opportunity to appeal the initial hearing outcome if grounds for appeal are met.

Administrative Hearing

Administrative hearings are reserved for allegations in which the student(s) involved has accepted responsibility for their actions and agrees to amicable and respectful discussion throughout the process, and the likely outcome does not alter a student's relationship or status with the College. Administrative hearings are appropriate for violations with a range of severity levels but are usually more serious than those overseen through informal resolutions. If suspension or expulsion is a possible outcome of a misconduct allegation, that case is ineligible for an administrative hearing and must be reviewed by a hearing panel.

Administrative hearings adhere to a formal process in which the hearing officer reads a script, and the student confirms, on record, their responsibility for the misconduct. The hearing officer listens to the student's account of what occurred and asks clarifying questions before identifying an appropriate outcome (see Hearing Process section below). The faculty member will **not** participate in the administrative hearing.

Hearing Panel

When the facts underlying a misconduct charge are in dispute, the Director of Student Conduct assembles a hearing panel to resolve the charge. For academic misconduct violations, the hearing panel consists of three voting members: a student, a faculty member, and an Associate Provost who serves as chairperson (voting member). Individuals who serve as hearing officers or on hearing panels are chosen from a pool of eligible panel members.

Members of the hearing panel include:

- **Students** who are members of the hearing panel pool are nominated by members of the College community, interviewed by the Director of the Student Conduct Office, and confirmed by Student Senate. Students are trained by the Director of Student Conduct to hear incidents involving academic and non-academic violations of the College policy.
- **Faculty** who are members of the hearing panel pool are elected by the faculty. Faculty members are trained by the Director of Student Conduct to hear incidents involving academic violations of the College policy.

- **Administrators** who are members of the pool from which hearing panel members are selected are appointed by the Director of Student Conduct.

Each hearing panel also includes: the complainant, the respondent(s), an advisor, and witnesses. As used in this policy, “parties” refer collectively to the complainant and the respondent.

The **complainant** is the faculty member who believes that a student has violated the Community Standards.

The **respondent** is any student, or group of students, accused of a violation of the Community Standards.

The complainant and the respondent may each be assisted by an *advisor*. This person may help prepare for and attend the hearing. An advisor must be a current student, full-time faculty member or full-time staff member of Dickinson College. This person must not have a law degree and cannot speak on behalf of the respondent or complainant during the hearing.

The complainant and the respondent may each have *witnesses* who have relevant information pertaining to the incident appear during the hearing or, in lieu of appearing, submit statements from witnesses in writing in advance according to the schedule described in this policy. Witness information must be submitted in advance, and witnesses must be approved by the Director of Student Conduct before information is shared with the hearing administrator or hearing panel. Similarly, any written statements from the respondent or complainant must be submitted in advance.

The Director of Student Conduct will make reasonable efforts to accommodate schedules of the parties and their witnesses, but accommodating all schedules is not always possible and may unreasonably delay the timely disposition of the violations. When the date and time of the panel hearing has been set, no further efforts to accommodate schedules of witnesses will be made. Witnesses who cannot attend a scheduled panel hearing may submit written statements.

NOTICE OF HEARING

Once a faculty member submits a claim of academic misconduct, the Associate Provost, or designee, makes an initial determination of whether the student may have violated the Community Standards and/or College policy. The Director of Student Director then sends a

notice letter to the student, offering information about the policy or policies violation(s) that are alleged to have taken place. This notice letter provides a student with the date, time, and place of the hearing, as well as the name(s) of the person(s) hearing the case. Any documents a student receives related to a hearing are confidential and must not be shared with anyone other than the hearing advisor, who is also expected to maintain confidentiality.

If an informal resolution or administrative hearing is scheduled, notice is provided no less than two (2) business days in advance of the proceeding. In general, notice of a hearing before a hearing panel will be given approximately five (5) business days before the scheduled date of the hearing. Time frames set forth in this policy are meant to provide guidance, and the College may alter or set new time frames as appropriate. Under extenuating circumstances, the timeframes set forth in this section may be extended by the Director of Student Conduct.

If the student wishes to contest the hearing officer or panel member(s) based upon a perceived conflict of interest, they should contact the Director of Student Conduct within 24 hours after receiving notice of an informal resolution or administrative hearing and within three (3) business days before the date of a hearing before a hearing panel. A conflict of interest exists where, based upon facts and circumstances, the hearing officer or panel member cannot listen without bias or render a fair and impartial decision.

ACCOMMODATIONS

If a student requires accommodations for a disability during the hearing process, they must inform the Director of Student Conduct no later than 24 hours prior to the scheduled informal resolution, administrative hearing, or hearing panel. The Director of Student Conduct will work with Access and Disability Services and the student to determine if the accommodation is appropriate and the nature of the accommodation.

THE HEARING PROCESS

Administrative and panel hearings are generally held on Zoom and are audio-recorded. The audio recording is created for reference by the hearing panel or officer during deliberations and for review by the appellate officers during an appeal. No other recordings of conduct proceedings are permitted, and no other access to the recordings is permitted.

The hearing panel board or the administrative hearing officer will listen to and consider all relevant information presented at the hearing. Information supporting the violation(s) alleged may be offered in the form of documents and/or oral information from the

complainant and other individuals. The respondent shall be provided with an opportunity and is encouraged to respond to the allegations and present any information or documents available to support their position regarding the alleged violation(s). Individuals that either party intends to call as witnesses either in person or by written statement must be identified within 24 hours in advance of an administrative hearing and within three business days before the date of a hearing panel. Likewise, any documents that either party intends to use in conduct proceedings, including statements of witnesses, must be submitted 24 hours in advance of an administrative hearing and within three business days before the date of a hearing panel. The parties will be notified of the approval of documents and witnesses at least two business days before the resolution proceeding. The Director of Student Conduct will share the identity of witnesses and any documents, including witness statements, to be offered to the other party at least two business days before the proceeding.

Parties and other individuals who offer information at a hearing are expected to respond to questions presented via the hearing panel chair and/or by the panel members themselves. Once all the information has been presented, everyone will be dismissed from the hearing room so that the panel or administrative hearing officer may deliberate in private.

The hearing panel or hearing officer will determine whether it is more likely than not, based upon the available information, that the respondent is responsible for the alleged violation. If it is determined that the student violated College community standards, the panel or hearing officer will determine sanctions, considering any previous disciplinary action for which the respondent has been responsible.

The result of the hearing and any sanction imposed are typically communicated to the respondent and complainant within five (5) business days from the date of the hearing.

Students are expected to attend scheduled hearings. If a student fails to attend a hearing for any reason other than an emergency, the hearing may be held in the absence of the student. Students can request a hearing to be rescheduled. Requests to reschedule must be submitted to the Director of Student Conduct within 24 hours after receiving notice of an administrative hearing or hearing panel. Requests must come directly from the student receiving a notice letter.

If a hearing must be held at or after the end of the semester and/or a hearing panel cannot be convened, those matters will proceed either with a modified panel or an administrative hearing.

PROCEDURES FOR RESOLVING SOCIAL MISCONDUCT

THE HEARING PROCESS

The panel or administrative hearing officer will listen to and consider all relevant information presented at the hearing. Information supporting the violation(s) alleged may be offered in the form of documents and/or oral information from the complaining party and other individuals. The responding party shall be provided with an opportunity and is encouraged to respond to the allegations and present any information available to support their position regarding the alleged violation(s) by offering documents and/or oral information. Individuals that either party intends to call as witnesses either in person or by written statement must be identified within 24 hours in advance of an administrative hearing and within three business days before the date of a hearing panel. Likewise, any documents that either party intends to use in conduct proceedings, including statements of witnesses, must be submitted 24 hours in advance of an informal resolution or administrative hearing and within three business days before the date of a hearing panel. The parties will be notified of the approval of documents and witnesses at least two business days before the resolution proceeding. The Director of Student Conduct will share the identity of witnesses and any documents, including witness statements, to be offered with the other party at least two business days before the proceeding.

Parties and other individuals who offer information at a hearing are expected to respond to questions presented via the hearing panel chair and/or by the panel members themselves. Once all the information has been presented, everyone will be dismissed from the hearing room so that the panel or administrative hearing officer may deliberate in private.

Administrative and panel hearings are audio-recorded. The audio recording is created for two limited purposes only: for reference by the hearing board or officer during deliberations and for review by the appellate officers during an appeal. No other recordings of conduct proceedings are allowed and no other access to the recordings is permitted.

The hearing panel or hearing officer will determine whether it is more likely than not, based upon the available information, that the responding party is responsible for the violation alleged. If it is determined that a violation of the Community Standards has occurred for which the responding party is responsible, the panel or hearing officer will determine sanctions, taking into account any previous disciplinary action for which the responding party has been responsible.

The result of the hearing and any sanction imposed are communicated to the responding party. This will typically occur within five (5) business days from the date of the hearing. There are some violations, as determined by law, for which a victim or victims will be notified about the outcome of a hearing.

Students and/or organizations are expected to attend scheduled hearings. If a student or organization fails to attend a hearing for any reason other than an emergency, the hearing may be held in the absence of the student or organization. Students and/or organizations can request to have a hearing rescheduled. Requests to reschedule must be submitted to the Director of Student Conduct, or designee, within 24 hours after receiving notice of an administrative hearing or hearing panel. Requests must come directly from the student receiving a notice letter.

If a hearing must be held at or after the end of the semester and/or a hearing panel cannot reasonably be convened, those matters will proceed either with a modified panel or to an administrative hearing. When proceeding as an administrative hearing, hearings for social violations will be heard by the Director of Student Conduct, or designee, or their designee.

Because the goals and objectives of the College's Community Standards and policies differ from those of the civil and criminal justice systems, in situations which give rise to both violations of the Community Standards as well as violations of any local, state or federal law, student conduct proceedings may move forward without regard to pending civil litigation, criminal arrest, and/or prosecution. Proceedings under the College's Community Standards may be carried out prior to, simultaneously with, or following civil or criminal proceedings off-campus. On-campus adjudication does not preclude or limit a student's access to the state and federal justice systems.

INTERIM SEPARATION

The Vice President of Student Life and Dean of Students, or their designee, may place a student or organization on interim separation for any behavior that, in their judgment, poses an ongoing risk of harm to the safety or well-being of an individual or other members of the campus community. Pending formal resolution of the situation as provided by the Community Standards, the student or organization will be denied access to the entire campus. During interim separation, a student may continue their coursework. When Interim Separation is imposed, the College will make reasonable efforts to complete the hearing within two weeks of the interim separation beginning.

INTERIM MEASURES

The Vice President of Student Life and Dean of Students, or their designee, may impose conditions on any student or organization associated with a hearing process which, in the Director of Student Conduct's judgment, are necessary to maintain order, preserve the integrity of the hearing process and provide for the safety and well-being of individuals and organizations associated with the hearing process.

OUTCOMES

Hearing panels or administrative hearing officers who find a student or organization responsible for a violation of the Community Standards or College policy, will issue sanctions, including but not limited to, those outlined below. Sanctions may be issued individually, or a combination of sanctions may be imposed. The determination of sanctions is based upon several factors, including: the interest of the College community; the impact of the violation on the community, its members, or its property; any previous conduct violations; and any mitigating or aggravating circumstances.

ACADEMIC MISCONDUCT OUTCOMES

Academic honesty and integrity are a necessary foundation for scholarly work. Cheating and/or plagiarism in any form is unacceptable. Hearing panels or administrative hearing officers who find a student responsible for academic misconduct will issue sanctions, including but not limited to those outlined below. Sanctions may be issued individually, or a combination of sanctions may be imposed. The determination of sanctions is based upon several factors, including: the severity of the violation; any previous conduct violations; and any mitigating or aggravating circumstances.

Possible outcomes for academic misconduct violations include:

Warning

A warning is given only as an outcome for informal resolutions.

Academic advisor meeting

Students may be required to meet with their Academic Advisor to discuss the incident, explore academic goals at Dickinson, and discuss what changes are necessary to achieve these academic goals.

Consultation with Librarian

Students may be required to schedule an appointment with a librarian to review the appropriate use of citations, the use of paraphrasing and appropriate citations, and how to avoid plagiarism in written work.

SOAR Consultation

Students may be required to schedule regular meetings with SOAR staff to support academic progress and accountability. These meetings can help reduce anxiety and provide guidance to manage coursework more effectively.

Writing Center Appointment

To improve academic writing skills and better understand citation practices, the student may be required to schedule and complete a session with the Writing Center.

Wellness Center Workshop

If the violation is associated with stress, time management, or other wellness-related concerns, the student may be referred to a workshop at the Wellness Center to develop strategies for academic and personal success.

Reflective Paper

Students may be required to submit a written reflection exploring the impact of their actions, the importance of academic integrity, and strategies for making better decisions in the future.

Redo the Assignment

The student may be given the opportunity to redo the original assignment or complete an alternative version, with or without credit, as determined by the faculty member and in consultation with the hearing officer.

“F” on the assignment in question

A student will be given the grade of “F” (59%) on the assignment in question, and the student's final grade will be calculated based on the grading information stated in the course syllabus.

A zero on the assignment in question

A student will be given a grade of 0 on the assignment in question, and the student's final grade will be calculated based on the grading information stated in the course syllabus.

Probation

Probation is a specific period requiring maintenance of exemplary conduct. Further violations during this time will result in more serious sanctions.

Required withdrawal from the course with a penalty grade of "F."

Student immediately loses the privilege of attending the class. A letter grade of "F" will be recorded on the student's academic record and a value of 0.00 will be calculated into the semester and cumulative GPA. A failed course may be retaken for credit. Both the original grade and the new grade are calculated in the cumulative grade point average. All "F" grades continue to appear on the student's academic record regardless of course repetition.

Outcomes limited to hearing panels include:

Suspension

During the period of suspension, students are not allowed on campus property, or College sponsored events off-campus at any time, for any reason, other than as prearranged and approved in writing by the Vice President and Dean of Student Life's Office. Such approval will only be granted for the purposes of handling administrative business related to the student's suspension and subsequent return.

Courses taken at another institution during this period of suspension will not be accepted for transfer at Dickinson. Once the suspension becomes effective and processed (at the end of the appeal period) access to the Dickinson Gateway will be disconnected, including email, Moodle, D2L etc.

Expulsion

Expulsion is permanent termination of student status, which includes the prohibition from a student's presence on or at any Dickinson College property, College sponsored or College affiliated events. A person expelled from the College is denied the rights and privileges of inclusion in the Dickinson College community both as a student and as an alumnus.

SOCIAL MISCONDUCT OUTCOMES

The outcomes which may be imposed individually or in combination on a student or organization found to have violated the Community Standards include, but are not limited to, the following:

Warning

Notice to a student or organization that continuation or repetition of conduct found to be in violation of the Community Standards or policies may result in further disciplinary action.

Restitution/Restoration

Restitution includes reimbursement for damages to or the misappropriation of property. Restoration includes the performance of appropriate services to repair or otherwise compensate for damages. Restitution and restoration may also include personal apologies, or other direct efforts to compensate for or address an issue.

Housing Restriction(s)

Housing restrictions include, but are not limited to, restricted access to any or all parts of residence halls, the loss of room selection/lottery privileges, the loss of ability to engage in social or residential off-campus noncommercial spaces, requirement to move on-campus at your own expense, removal of guest privileges, and/or restriction from autonomous housing options.

Housing Relocation

Housing relocation includes the involuntary relocation of a student from one residence hall to another residence hall on campus. If a student is relocated, they may be restricted from the prior residence.

Off Campus Nuisance House

Any off-campus residence currently occupied or used by Dickinson College students where one or more residents or participants in social activities at the residential space has been placed on probation may be designated by the College as a nuisance house. During the period of designation, exemplary community behavior is expected. Carlisle Police will also be notified of the designation. Additional violations of the Community Standards during this designation period may result in citations from the Carlisle Police.

Assessment and/or Treatment

Referral to the Wellness Center or approved off-campus agencies for various assessments, evaluations and/or treatment. This includes but is not limited to substance abuse assessment and/or treatment, anger management evaluation and/or treatment, and conflict mediation.

Restrictions on Participation or Use

Restrictions on participation include the revocation, or the loss for a stated period or under a stated set of conditions, of a student's ability to participate in certain College approved activities, including but not limited to varsity sports, clubs, organizations (including but not limited to Greek organizations) or leadership positions with such sports, clubs, and organizations. Restrictions on use include the denial of access to, or use of, certain College facilities, programs, or equipment for a stated period of time or under a stated set of conditions.

Parental Notification

Disclosure to a parent that the student has been found responsible for a violation of the alcohol and/or drug provisions of the Community Standards. **This is a typical sanction for an alcohol and/or drug violation.**

Probation

A specified period of time requiring maintenance of exemplary conduct. Further violations during this time may result in more serious sanctions. This may also include all residents of a house, apartment, or suite on or off campus.

Stayed Suspension

A student or organization on stayed suspension has been found responsible for conduct that warrants suspension from the College. In the exercise of its discretion, Dickinson College has determined to withhold immediate imposition of suspension and to allow the individual or organization to remain on campus, usually with additional terms of compliance. If a student or organization is found in violation of any aspect of the Community's Standards or of terms of compliance during the period of the stay, the stay on this suspension may be lifted and the suspension will become effective immediately, resulting in separation from the College for the remainder of the suspension period. In addition, any other sanctions for

the new violation(s) will be imposed. During a period of stayed suspension, the terms imposed on an organization will also be binding on the members of the organization.

Suspension From the College

A student suspended from the College may not participate in classes or other College activities and may not be on College property (except by appointment, arranged in advance with the Provost and Dean of the College or the Vice President and Dean of Student Life or one of their designees) for the period specified in the notice of suspension. Suspension extending beyond the semester in which action is taken shall consist of units of full semesters, and/or summer sessions. In no case shall the suspension terminate prior to the end of a semester. Courses taken at another institution during this suspension period will not be accepted for transfer at Dickinson. Conditions for resuming active status on campus following suspension may be imposed by the College. An organization that is suspended shall be required to forfeit its ability to conduct group sponsored activities, to participate in College-sponsored activities and any College support for the organization will be withdrawn during the period of suspension.

- An organization that is suspended shall be required to forfeit its ability to conduct group- sponsored activities, to participate in College-sponsored activities, and any College support for the organization will be withdrawn, during the period of suspension.

Revocation or Withholding of Diploma and Degree

If a student has graduated, or otherwise satisfied the requirements for earning a degree, from Dickinson College before violations of the Community Standards are discovered or before a determination of violations is complete, the College reserves the right to revoke the diploma and/or degree conferred, or to withhold the conferring of a degree or diploma otherwise earned for a specified period of time or indefinitely.

Expulsion

For an individual, expulsion is permanent termination of student status, which includes exclusion from any Dickinson College property, College sponsored or College affiliated events. A person expelled from the College is denied the rights and privileges of inclusion in the Dickinson College community both as a student and as an alum. For an organization, expulsion is permanent termination of the organization's relationship and status with the College, which includes termination of access to facilities, funding, and/or right to assemble

as an organization on College property, and College sponsored or affiliated events. An organization expelled from the College is denied the rights and privileges of inclusion in the Dickinson College community as an organization.

Other

Other sanctions may be appropriate in the judgment of the College.

APPEALS PROCESS

Decisions made by a hearing panel or hearing officer following a formal resolution can be appealed by either party within five (5) business days of the date of notification of the decision by the Vice President and Dean of Student Life office.

The appeal may be based only on one or more of the following grounds:

- A deviation from College policy or procedures that materially affected the outcome,
- The sanctions imposed were too harsh or too lenient, or,
- New information that could affect the finding and that was not available through the exercise of due diligence at the time of the investigation.

All appeals must be in writing and submitted to the Director of Student Conduct, or designee. The appeal shall consist of a plain, concise, and complete written statement expounding on the grounds for the appeal. The Director of Student Conduct, or designee, shall determine whether one or more bases for the statement of appeal have been met.

If they have, the appeal will be reviewed by an appellate officer or panel. Situations which were resolved through an administrative hearing will be reviewed by an appellate officer and situations which were resolved through a panel hearing will be reviewed by an appeal panel.

The appeals panel shall consider the merits of an appeal only based on the information provided in the written request for appeal, and the record of the original hearing. The appellate officer or the panel may request to meet with the hearing officers, responding party and/or the complaining party to seek clarification of the hearing record only. Any decision of the appeals panel shall be made by majority vote. The appeals panel must be persuaded to act by clear and convincing reasons. All appeal panel decisions are final, except for cases of expulsion*. The complaining party and the responding party will be notified of the appeal panel's decision by letter within five (5) business days, or as soon as reasonably possible after the decision is rendered.

In situations involving social misconduct (non-academic) violations, the appeals panel is comprised of the Vice President and Dean of Student Life, or their designee, most commonly the Director of Student Conduct, one student and one faculty member none of whom participated in the original hearing. In situations which involve academic conduct violations, the appeals panel is comprised of an Associate Provost, one student and one faculty member none of whom participated in the original hearing. The appeals panel must be persuaded by clear and convincing evidence that is presented in writing in the appeal letter. The individual appealing will be notified of the appeal panel's decision by letter within five (5) business days, or as soon as reasonably possible after the decision is rendered.

If an appeal needs to be held at or after the end of the semester and/or an appeal panel cannot reasonably be convened, regardless of whether the hearing took place while classes were in session or not, the appeal shall be reviewed by the Provost/Dean of the College, or their designee, in matters of academic violations or to the Vice President and Dean of Student Life, or their designee, most commonly the Director of Student Conduct in matters of social violations.

* In matters where expulsion is the sanction recommended by either the hearing panel or the appeal panel, the responding party may appeal the decision of the appeal panel to the President. The President, or their designee(s), shall conduct the final appeal. The appeal must be in writing, addressed to the President of the College and be delivered to the Vice President Dean of Student Life Office within five (5) business days of the date of notification of the decision by the appeals panel. The appeal may be based only on the grounds that procedures set forth in the Community Standards were not followed by the appeals board, the sanctions imposed by the appeals board were excessive for the violation, and/or new or relevant information, not available at the time of the hearing, has arisen. The appeal is a review of the written request for appeal, review of the recording and all documents from the original hearing. Appeals are non-oral, and the President will normally make a decision within ten business days or as soon as practicable.

STUDENT RECORDS AND CONFIDENTIALITY

All resolution proceedings, whether informal or formal, are conducted in compliance with the requirements of FERPA and College policy. No information shall be released from such proceedings except as required or permitted by law and College policy.

It is generally the policy of Dickinson College to obtain consent from a student before releasing information from a student's education record, including the disciplinary proceedings of the College, to parents. However, where in the judgment of the College the

release of such information to parents is appropriate and is not otherwise prohibited by FERPA or other applicable laws, the College reserves the right to release information without student consent. The College's complete FERPA policy may be found in the Student Handbook.

Informal resolution is an administrative proceeding, and matters resolved through informal resolution processes are not part of a student's conduct files, subject to the exception noted in the previous description of the Informal Resolution section.

Affirmative findings of responsibility in matters resolved by formal resolution proceedings are part of a student's conduct record. Once a student has been found responsible for violating the Community Standards by formal resolution proceedings, all records of matters addressed by informal resolution shall be transferred to and become a part of a student's conduct record. Such records shall be used in reviewing any further conduct, developing sanctions, and shall remain a part of a student's conduct record for all purposes.

Disciplinary sanctions are not typically noted on a student's transcript. The conduct files of students who withdrew with pending disciplinary action or have been suspended or expelled from the College are maintained in the Vice President and Dean of Student Life Office indefinitely. In most matters, conduct files of students who have not been suspended or expelled are destroyed seven years following their graduation. Students who withdraw prior to graduation and who have not been suspended or expelled are destroyed seven years following their departure. Further questions should be directed to the Director of Student Conduct, or designee.

Records of disciplinary action involving organizations (other than stayed suspension, suspension, or expulsion) are maintained in the Vice President and Dean of Student Life Office indefinitely.

Students who declare an interest in studying abroad through the Center for Global Study and Engagement (CGSE) are subject to a conduct record check. Information that will be shared with the CGSE includes but is not limited to; violations that resulted in the suspension of the student, violations that resulted in a student being placed on stayed suspension or conduct probation, violations involving illicit drugs or drug paraphernalia, sexual harassment, sexual offenses, other acts of violence, and major damage to property. It is within the sole discretion of the College, through the CGSE and the CGSE Conduct Committee, to determine whether a student who has violated College policy and/or the Community Standards is eligible to study abroad. Consideration and qualification for study off-campus are not disciplinary determinations but may be affected by a student's disciplinary record.