

Adopted: 06-25-2025

The College makes every effort to maintain a safe and orderly educational environment for students and staff. Therefore, when, in the judgment of College officials, a student's conduct disrupts or threatens to disrupt the College community, appropriate disciplinary action will be taken to restore and protect the sanctity of the community.

Students are expected to conduct themselves in accordance with generally accepted standards of scholarship and morality. The purpose of these standards is not to restrict student rights but to protect the rights of individuals in their academic pursuits.

Faculty teaching courses for Sandhills Community College and students taking courses at Sandhills Community College have the right to an instructional environment that is conducive to study, thought, and full concentration on study topics selected by the instructor. It is expected that students conduct themselves in a manner that does not disrupt the learning and teaching environment. The faculty and administration reserve the right to remove a student from a course or a program or to deny his or her admission to a course or a program if the student's behavior is determined to be detrimental to the teaching environment.

The following regulation sets forth offenses for which disciplinary proceedings may be initiated. Violation of one or more of the following code provisions may result in one of the sanctions described in the discipline and appeals procedures for academic and/or non-academic violations. Refer to Procedure 4.6.2 for Student Academic Violation procedures. Refer to Procedure 4.6.3 for Student Non-Academic Violation procedures. Refer to Procedure 4.14.1 and 4.14.2 for student discipline matters regarding discrimination and unlawful harassment, including sexual harassment and sexual violence.

I. Academic-Related Violations

- **Plagiarism** – The intentional theft or unacknowledged use of work or ideas of another person, or produced by artificial intelligence, and/or machine learning. Plagiarism includes but is not limited to: a) paraphrasing or summarizing another's words or works without proper acknowledgement; b) using direct quotes of material without proper acknowledgment; or c) purchasing or using a paper or presentation written or produced by another person or by artificial intelligence. If a student is uncertain about what constitutes plagiarism, he/she should discuss with the class instructor.
- **Cheating** – Using notes or other material on an exam or class work without permission from the class instructor; receiving information from another student or artificial intelligence during an exam; obtaining a copy of an exam or questions from an exam prior to taking the exam; submitting someone else's work as one's own; or having someone take one's exam and submitting it as his/her own.
- **Aiding Acts of Academic Dishonesty** – Providing information to another student and knowing, or reasonably should have known, that the student intends to use the information for cheating or other deceptive purposes.
- **Educational Settings** – In certain educational settings, such as work-based learning, practicum courses, and clinical, student grades are determined, at least in part, based

on student behavior. Therefore, violation of the student code of conduct may result in a failing grade as outlined in individual program handbooks.

I. Non-Academic Related Violations

- **Theft and Property Damage** – Students who are caught stealing or damaging College property, or the property of another, will be required to make restitution for the full extent of the damage or loss, and may be eligible for civil or criminal prosecution as well as College discipline. Students that lose College property entrusted to them are subject to this provision.
- **Trespass to Property** – Students are trespassing if in an unauthorized area of the College campus; present on the College campus after closing hours (without permission); or remaining on the College campus after having been directed to leave by a College official.
- **Student Identification** – All students are required to have and to carry a picture ID. Students may be asked to show their ID at random. Failure to comply may result in disciplinary action.
- **Drugs and Alcohol** – Unlawfully possessing, using, being under the influence of, manufacturing, dispensing, selling or distributing alcohol, illegal or unauthorized controlled substances or impairing substances at any College location.
- **Smoking** – Smoking is permitted only in the following locations on the main campus: Picnic Shelter near Causey Hall and parking lots. Otherwise, the use of tobacco is prohibited by students, staff, faculty, or visitors in all campus buildings at all campus locations, in any college-owned vehicles, or in other posted locations. For purposes of this policy, tobacco is defined as any type of tobacco product including, but not limited to, cigarettes, cigars, cigarillos, pipes, smokeless or spit tobacco, snuff, and “vaping” with e-cigarettes.
- **Lewd and Indecent Behavior** – Students shall not engage in lewd or indecent behavior, including public physical or verbal action or distribution of obscene material based on reasonable community standards. The conduct must be objectively severe or pervasive enough that a reasonable person would agree that the conduct constitutes lewd and/or indecent behavior.
- **Assault** – Students shall not assault or threaten to assault another person for any reason whatsoever. Assault includes a demonstration of force, unlawful physical touching or striking.
- **Sexual Harassment and Sexual Violence.** Students shall not engage in sexual harassment and/or sexual violence.
- **Unlawful Discrimination.** Students shall not engage in unlawful discrimination.
- **Communicating Threats** – Students shall not verbally, in writing, through a third party or by any other means threaten to physically injure another person or that person’s child, sibling, spouse or dependent, or willfully threaten to damage the property of another.

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- **Bullying** – Students shall not intimidate or threaten with harm any other individual. Bullying is defined as any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication that takes place on the College premises or at any College sponsored function that: (a) places a person in actual and reasonable fear of harm to his or her property; or (b) creates, or is certain to create, a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits or a College's employee's ability to perform the essential functions of his/her job.
 - **Disorderly Conduct and Disruption** – Students shall not obstruct or disrupt any teaching, research, administration or disciplinary proceedings, or other College activities, including public service functions, and other duly authorized activities on or off College premises. Students shall not occupy or seize, in any manner, College property, a College facility or any portion thereof for a use inconsistent with prescribed, customary, or authorized use. Students shall not participate in or conduct an assembly, demonstration or gathering in a manner which threatens or causes injury to person or property; which interferes with free access to, ingress or egress of College facilities; which is harmful, obstructive or disruptive to the educational process or institutional functions of the College; hold rallies, demonstrations, or any other forms of public gathering without prior approval of the College based on reasonable time, place and manner restrictions; remain at the scene of such an assembly after being asked to leave by a representative of the College staff.
 - **Possession of Weapons** – Students may not have a weapon of any kind, including but not limited to, a knife, stun gun or any firearm in their possession on campus or at any College-affiliated activities or events except handguns as allowed by N.C.G.S. § 14-269.4. Handguns are permitted under these circumstances: the person must have a lawfully issued concealed handgun permit; the handgun must be kept in a closed compartment or container within the person's locked vehicle; the vehicle may only be unlocked temporarily for the person to enter or exit, provided that the handgun remains in the closed compartment at all times; and the vehicle must remain locked at all times except for entry or exit.
 - **Tampering with Fire Alarms** - Setting off a fire alarm or using or tampering with any fire safety equipment, except with reasonable belief in the need for such alarm or equipment.
 - **Gambling** – Students may not gamble on campus or at any College-affiliated activities or events.
 - **Traffic Violations** - All vehicles must be properly registered, display appropriate stickers, and abide by posted and announced parking and traffic regulations. Violators of traffic and parking regulations are subject to fines, wheel locks, towing, or possible revocation of campus parking privileges.
 - **Wheeled Vehicles** – For student and public safety, wheeled vehicles, to include but not limited to mopeds, bicycles, roller skate/blades, skateboards, hoverboards, etc., are prohibited for use on sidewalks, pedestrian walkways, and parking lots. Failure to comply may result in disciplinary action. This section does not apply to wheelchairs

or other mobility devices when such device is used by a person due to a disability or medical condition.

- **Providing False Information** – Students shall not present to the College or its employees false information as part of an investigation, inquiry, hearing or in other matters related to College activities; neither may a student knowingly withhold information which may have an effect on their enrollment or their status with the College.
- **Disobedience / Insubordination** - Failure to comply with instructions of College officials acting in performance of their duties and failure to adhere to the terms of any discipline action.
- **Financial Impropriety** – Financial impropriety such as failure to pay College-levied fines, failure to repay College-funded loans, misuse or failure to properly account for club or student organization funds, or the passing of worthless checks, drafts or orders to College officials.
- **Public Laws** – Violations of any federal, state or local laws occurring while on campus may lead to legal actions as well as College discipline. Violations of federal, state or local laws occurring off campus may result in disciplinary action if the student's continued presence on campus constitutes a threat to the safety and order of the campus.
- **Unauthorized Access to College Records** – Students may not access, view, copy or change official College records without expressed authority to do so.
- **Children on Campus** – Students are not to bring children to campus except under exceptional circumstances and with prior approval of a college official.
- **Animals on Campus** – Students may not have an animal of any kind on campus. This includes animals left within a vehicle. Service animals are permitted and any student with a service animal is encouraged to report the use of a service animal to the College's Disability Services Coordinator. For more information regarding service animals, see Policy 5.4.5 – Service Animals and Other Animals on Campus.
- **Improper Use of the College Network/Technology** – Students are prohibited from engaging in any activities prohibited under the Internet and Network Acceptable Use Policy.
- **Violation of Policies and Procedures** – Students are expected to be familiar with the College's policies and procedures. Students may be disciplined for failure to follow the College's policies and procedures.
- **Violations of Normal Classroom Behavior** – Not complying with reasonable rules issued by an instructor, causing disruption in the classroom or being disrespectful to classmates or the instructor. The conduct must be objectively severe or pervasive enough that a reasonable person would agree that the conduct is disruptive or disrespectful not based on content or viewpoint discrimination.

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- **College Sponsored Trips** – Students will abide by all requirements defined in the College Field Trip protocols participation forms.
 - **Campus and Program Attire Standards** – Part of Sandhills Community College's responsibility is to prepare students for the world of work, where they will be expected to dress appropriately. College officials have the authority to set dress standards for specific programs, work areas, and the campus environment. After appropriate counseling, students who fail to meet these standards may be removed.
 - **Hazing:** Students may not participate in any intentional, knowing, or reckless act, occurring on or off campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are, or include, students at an institution of higher education. This includes but is not limited to physical brutality or abuse; forced or coerced consumption of any food, liquid, drug, or other substance; forced or coerced physical activity; sleep deprivation; exclusion from social contact; conduct that could result in extreme embarrassment or humiliation; any activity that would unreasonably interfere with academic pursuits.
 - **Other Offenses** – The College reserves the right to discipline students for other conduct, not listed in this policy, if the conduct disrupts or threatens to disrupt the College, its employees or students.