

THE KENNESAW STATE UNIVERSITY STUDENT CODES OF CONDUCT

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The Kennesaw State University Code of Student Conduct is adapted from The NCHERM Group Model Developmental Code of Student Conduct and is used here with permission.

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PREFACE

Core Values of Student Conduct at Kennesaw State University

- **Integrity:** Kennesaw State University students exemplify honesty, honor and a respect for the truth in all of their dealings.
- **Community:** Kennesaw State University students build and enhance their community.
- **Social Justice:** Kennesaw State University students are just and equitable in their treatment of all members of the community and act to discourage and/or intervene to prevent unjust and inequitable behaviors.
- **Respect:** Kennesaw State University students show positive regard for each other, for property and for the community.
- **Responsibility:** Kennesaw State University students are given and accept a high level of responsibility to self, to others and to the community.

All students are responsible for knowing the information, policies and procedures outlined in this document. Kennesaw State University reserves the right to make changes to this code as necessary and once those changes are posted online, they are in effect. Students are encouraged to check online <http://scai.kennesaw.edu/codes.php> for the updated versions of all policies.

SECTION 1: PHILOSOPHY STATEMENT

The Kennesaw State University community is committed to fostering a university environment that is conducive to academic inquiry, a productive university life and thoughtful study and discourse. A unit of the Dean of Students Office, the Department of Student Conduct and Academic Integrity (SCAI) is committed to an educational and developmental conduct process that balances the interests of individual students with the interests of the University community.

A community exists on the basis of shared values and principles. At Kennesaw State University, student members of the community are expected to uphold and abide by certain standards of conduct that form the basis of the Codes of Student Conduct. These standards are embodied within a set of core values that include integrity, social justice, respect, community, and responsibility.

Each member of the University community bears responsibility for his or her own conduct and to

SECTION 2: JURISDICTION

The Codes of Student Conduct and associated process and procedures apply to the conduct of individual students and all University-affiliated student organizations. Student includes, but is not limited to, those enrolled in undergraduate and graduate courses, education abroad experiences, and other programs and classes hosted or sponsored by KSU. For the purposes of student conduct, the University considers an individual to be a student when an offer of admission has been extended and thereafter as long as the student has a continuing educational interest in the University, or an individual lives in any housing community on any KSU campus regardless of whether s/he is accepted as or is enrolled in Kennesaw State University class(es). In addition, any Georgia Highlands College (GHC) student attending GHC classes at any KSU campus (regardless of whether s/he lives on campus or not) is bound by the KSU

The University retains conduct jurisdiction over students who choose to take a leave of absence, withdraw or have graduated for any misconduct that occurred prior to, and during (see substantial university interest above), the leave, withdrawal or graduation. If sanctioned, a hold may be placed on the student's ability to re-enroll, and all sanctions must be satisfied prior to re-enrollment eligibility. In the event of serious misconduct, committed while still enrolled but reported after

SECTION 4: STUDENT CONDUCT AND ACADEMIC INTEGRITY (SCAI) AUTHORITY

A. Authority

The Dean of Students is vested with the authority over student conduct by the President of the University and Vice President of Student Affairs. The Dean of Students appoints a Director of Student Conduct and Academic Integrity (SCAI) to oversee and implement the student conduct process. The Dean of Students (as designee for the Vice President of Student Affairs) also serves as the appeals officer when applicable.

The Director of Student Conduct (or designee) is responsible

SECTION 5: THE CODES OF CONDUCT (THE RULES)

A. Student Code of

- 11) Unauthorized Entry. Misuse of access privileges to University premises or unauthorized entry to or use of buildings, including trespassing, propping or unauthorized use of alarmed doors for entry into or exit from a University building;
- 12) Trademark. Unauthorized use (including misuse) of University or organizational names and images;
- 13) Damage and Destruction. Intentional, reckless and/or unauthorized damage to or destruction of University property or the personal property of another;
- 14) IT and Acceptable Use. Violating the University Information Technology Acceptable Use and Computing Policies. Further information associated with these university policies can be found at <https://policy.kennesaw.edu/>
- 15) Gambling. Gambling as prohibited by the laws of the State of Georgia.
- 16) Weapons. Possession, use, or distribution of weapons not specifically allowed by state law. For the purpose of the KSU Codes of Conduct weapons are defined as: explosives (including fireworks and ammunition), any pistol, revolver, or any weapon designed or intended to propel a missile of any kind (including air, BB, paintball, facsimile weapons and pellet guns), or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles,

20) Animals. Animals within University buildings, with the exception of those whose presence the University is required by law to allow.

21)

Respect: University students show positive regard for each other and for the community. Behavior that violates this value includes, but is not limited to:

26) Harm to Persons. Intentionally or recklessly causing physical harm or endangering the health or safety of any person.

27) Threatening Behaviors:

a)

B. Residential Code of Conduct

As a resident at KSU, you assume an obligation to conduct yourself in a manner compatible with the university's function as an educational institution. This residential code of conduct defines the institution's expectations of all

Emotional Support Animals on Campus” policy or any unauthorized animal in their apartment/suite/room

- b. Failure to participate in required residential activities (i.e., mandatory meetings, student conduct hearings, learning communities, rules, payment of rent/fees/fines, making residential unit available for repairs, etc.).
- c. Failure to comply with terms/agreements/arrangements made with roommates during a staff-facilitated roommate agreement (or roommate agreement addendum) meeting.
- d. Failure to comply with all rules and regulations established by KSU Housing and Residence Life not included within this code of conduct but distributed through other printed and electronic means (housing contract, newsletters, etc.).
- e. Conduct that violates any KSU policy including, without limitation, the Non-Discrimination Policy.
- f. Acting as an accessory to any violation of university policy.
- g. Failure to remove oneself from a situation where a violation of university policy is occurring.

7. General Safety and Well-Being

Residents are expected to take responsibility for the overall general safety and wellbeing of themselves individually and the residential community as a collective. Engaging in any behavior that endangers or impedes the general safety or well-being of oneself/others is prohibited.

The following is prohibited:

- a. Engaging in any behavior that endangers or impedes the general safety or well-being of oneself/others or causes physical or psychological harm to oneself/others.
- b. Creating an unsafe environment by leaving doors open/unsecured, particularly common use doors.
- c. Providing entrance (to one's apartment or building) to an unknown person and/or someone who is not one's own guest.
- d. Failure to notify the appropriate authorities when in possession of knowledge of a situation that may impede the general safety and/or well-being of individuals and/or the community.
- e. Failure to maintain your living environment and your own person in accordance with reasonable health, cleanliness, and safety expectations (e.g., having an unreasonably messy living space, blocking egress (blocking a path of exit from a room), and/or not properly disposing of or storing food items).

8. Fire Safety

The following is prohibited:

- a. Tampering with (i.e., covering), vandalizing, or misusing fire safety equipment.

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The following is prohibited:

- a. Producing any sound or other noise reaching beyond the limits of an individual room during Quiet Hours.
- b. Producing any elevated sound in the areas surrounding the residential communities (including outdoors, in lobbies, or in hallways) during Quiet Hours.
- c. Failure to comply with a reasonable request of another student to be less noisy.
- d. Failure to show reasonable consideration for other residents during courtesy hours.

10. Guests and Visitation

Guests are defined as any person not assigned to live in that specific space (even if the person is a resident of another on campus space). Residents may only allow guests (regardless of gender) to visit their apartment/suite/room with the consent of all assigned roommates in their apartment/suite/room. If guests create a disturbance (e.g., playing games, watching tv, playing music, speaking excessively loudly or yelling, etc.), other roommates, residence life staff, or other university officials may request the violators to leave immediately.

Each resident is limited to a total of twelve nights per semester in which they may have guests stay overnight. Overnight guests are defined as anyone who is in the room after 3AM. A person may not move into or live in a university housing unit to which they are not assigned, even if invited. Indicators of unauthorized occupancy include, but are not limited to:

- < Accessing the residence while the assigned occupants are not present
- < Regularly dressing, showering, or storing personal belongings in the residence
- < Sleeping overnight in the residence on a regular or continual basis

Residents are considered “hosts” of their guests and are responsible for the conduct of their visitors and for ensuring that they comply with all University policies. This means that residents must escort their guests *at all times* within the residential community. Residents are responsible for the cost of repairing any damage their visitors may cause to university property. Additionally, guests may be removed or asked to leave at any time for violating campus policies, disruption, or for creating a health or safety hazard, and may be subject to additional legal penalties, including citations for criminal trespassing.

The following is prohibited:

- a. Having guests without consent from all assigned roommates in apartment/suite/room.
- b. Use of the bedroom or bathroom of another resident without his or her prior consent.
- c. Hosting overnight guests (including other KSU students) in a resident's apartment/suite/room more than three consecutive nights and/or more than three nights in the span of 7 days.
- d. Hosting overnight guests more than their maximum allowable number of nights. (12 nights/semester).
- e. Failure to escort one's guests at all times within the residential community.
- f. Providing access to a guest by lending/copying a key, Talon Card, or other access card.
- g. Hosting minors (not enrolled KSU students), who are not escorted by a parent/guardian in addition to the host, at all times, or minors visiting overnight without advance permission from the Executive Director of Houn-7 pernd Residence ife or1 designe.

Residents are responsible for the condition of their rooms and any shared spaces. Trash must be placed inside the appropriate trash receptacle, not outside the receptacle or in the surrounding area, including hallways, balconies, or similar locations. Personal room trash such as pizza boxes, shoe boxes, trash bags, and other large items are not to be disposed of in common area trash cans (i.e., in lobbies or trash cans located on the sidewalks).

While the University and KSU Housing and Residence Life will strive to attribute shared space damage and vandalism charges to the individuals responsible, when it cannot do so, all members of an apartment, suite, room, or building may be charged equally for any damages. Collective liability damages are defined as damage caused to lounges, study rooms, recreation rooms, hallways, stairwells, bathrooms, signage, or any space not accepted or identified as belonging to a specific individual. Affected residents with knowledge of the individual(s) responsible for damage should provide information to Housing and Residence Life staff so the appropriate individual(s) are held accountable.

The following are prohibited:

- a. Damage and/or vandalism to university-owned property.
- b. Theft of University-owned property.
- c. Unauthorized use or misuse of facilities and/or furnishings in a manner other than that for which they were intended.
- d. Washing vehicles or performing mechanical work while on housing property (including in parking decks and lots) unless special areas are approved by the Executive Director of Housing and Residence Life or designee.
- e. Leaving trash and garbage anywhere other than designated trash receptacles located near the community (i.e., large dumpsters).
- f. The removal of any building signage (i.e., exit signs, interior or exterior room signs, directional signs, etc.).
- g. Affixing hammocks or other hanging chairs to the interior or exterior of buildings, such as in one's bedroom or on patios or balconies (freestanding hammocks are acceptable).

12. Information Technology (IT) and Acceptable Use.

Residents are not to interfere with the Residential Network (Wi-Fi) provided by Housing and Residence Life and must comply with KSU's Information Technology Acceptable Use Policy. Residents will only be able to connect to the internet through wireless means within the housing communities. Residents with desktop computers will need to purchase a wireless adapter to connect to the internet. All residents will need to create an account through Apogee and guests will need to log on through the guest option.

The following is prohibited:

- a. Connecting personal ethernet cords and/or routers to ethernet ports
- b. Tampering with or removing access points (community routers)
- c. Illegally downloading content

13. Solicitation, Posting, and Use of Residential Space

- ◁ In compliance with all fire and facility regulations listed in the Clery and Fire Safety section of the Housing and Residence Life website

The following is prohibited:

- a. Residents engaging in business activities on and/or in housing properties.
- b.

even if the assignments in question do not receive individual grades (like early drafts of papers) or are not required (such as work submitted for extra credit).

because academic misconduct directly opposes the central academic mission of Kennesaw State University, all such offenses are considered extremely serious. Sanctions for being found responsible for academic misconduct can include up to suspension, expulsion, and revocation of degree. If it is likely that a student will be suspended, expelled, or have a degree revoked from KSU if found responsible for academic misconduct, the student will be afforded the opportunity to choose to have the case adjudicated before a SCAI hearing panel or a SCAI hearing officer. SCAI staff will determine the likeliness of these sanctions. Potential sanctioning factors include, but are not limited to, prior findings of academic misconduct, the egregiousness of the alleged offense, and the intent to

As a member of the Kennesaw State University community of scholars, I understand that my actions are not only a reflection on myself, but also a reflection on the University and the larger body of scholars of which it is a part. Acting unethically, no matter how minor the offense, will be detrimental to my academic progress and self-image. It will also adversely affect all students, faculty, staff, the reputation of this University, and the value of the degrees it awards.

Whether on campus or online, I understand that it is not only my personal responsibility, but also a duty to the entire KSU community that I act in a manner consistent with the highest level of academic integrity. Therefore, I promise that as a member of the Kennesaw State University community, I will not participate in any form of academic misconduct.

Types of Academic Misconduct:

- 1) Cheating. Receiving, attempting to receive, knowingly giving or attempting to give unauthorized assistance in the preparation of any course work (including, but not limited to, examinations, laboratory reports, essays, themes, term papers) is considered cheating, as is engaging in any behavior that a professor prohibits as academic misconduct in the syllabus or class discussion. Unless specifically authorized, using and/or having access to electronic devices during an examination, quiz, test or other assessment is automatically considered cheating, regardless of the student's reason for using/accessing the device. Additionally, unat U ricdd saila rt lon

g) Restrictions: Temporary or permanent separation of a student from another person (e.g., change in classes, reassignment of residence, no contact orders, limiting geography)

SECTION 7: Interim Actions

Interim suspensions – that is, suspensions from the university while the investigation and adjudication process are proceeding – should only occur where necessary to maintain safety, and should be limited to those situations where the alleged offender poses a serious and immediate danger or threat to persons or property. In making such an assessment, the institution should consider the existence of a significant risk to the health or safety of the campus community, the nature, duration, and severity of the risk, the probability of potential injury, and whether reasonable modifications of policies, practices, or procedures will significantly mitigate the risk.

Before an interim suspension is issued, the institution must make all reasonable efforts to give the respondent the opportunity to be heard on whether his or her presence on campus poses a danger. If an interim suspension is issued, the terms of the suspension shall take effect immediately. When requested by the respondent, a hearing to determine whether the intermediate suspension should continue will be held within three (3) business days of the request.

Interim suspension measures may be employed against a student by the Vice President for Student Affairs, or his or her designated representative.

Possible Interim Actions by the University

Interim actions may include, but are not limited to, any or all of the following:

- 1) restriction from participation in any academic course, program, or activity