

DISCIPLINE AND PENALTIES

FM  
(LOCAL)

STUDENT  
DISCIPLINARY  
PROCESS

Authorized disciplinary penalties for a violation(s) of the *Student Code of Conduct*, Board policies, laws, Collin College regulations, procedures or administrative rules and/or municipal, local, state or federal laws/regulations may be imposed by an authorized Collin College official, which is generally a representative from the Dean of Student Development Office. The severity of the penalty shall be in relation to the nature and gravity of the violation(s). Subject to additional considerations in rendering a disciplinary decision, Collin College shall administer penalties consistently. A student's record of previous violation(s), the severity of the violation(s), the nature and facts surrounding the violation(s) and other circumstances may factor into the determination of the penalty or penalties.

Procedures and guidelines related to the student discipline process are found in the *Student Code of Conduct*, Chapter 3.

~~INITIATION OF  
DISCIPLINARY  
PROCEEDINGS~~

~~To initiate disciplinary proceedings, alleged violations of the Student Code of Conduct shall be submitted in writing or via e-mail to the office of the dean of students within 20 academic calendar days (not including weekends) of the alleged incident.~~

~~Upon an alleged violation of rules, regulations, College District procedures, local, state, or federal laws or regulations, the designated dean/director/designee may investigate the matter and may:~~

- ~~1. Dismiss the allegation as being unfounded; or~~
- ~~2. Summon the student for a conference concerning the allegation, and after conferring with the student either dismiss the allegation; or~~
  - ~~a. Proceed administratively through the discipline hearing procedures FMA(LOCAL).~~
  - ~~b. Resolve the allegation through other appropriate avenues available at the College District.~~

~~An authorized College District official may take immediate interim disciplinary action by suspending the student from classes or from campus, or otherwise altering the status of a student, when such action is in the best interests of the College District.~~

~~LEGAL  
REPRESENTATION~~

~~Students have the right to representation before the discipline appeals task force. The purpose of the hearing, however, is for the discipline appeals task force to hear the student.~~

~~AUDIO RECORDINGS~~

~~Students have the right to make an audiotape recording of disciplinary proceedings. The student shall inform the parties to the disci-~~

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SUSPENDED  
STUDENTS

~~plinary proceedings in advance. The student and the College District may each request a copy of any such recording from the other.~~

~~Suspension is a penalty. A suspended student shall not:~~

- ~~1. Be initiated into a College District honorary or service organization;~~
- ~~2. Enter a College District campus except in response to an official summons;~~
- ~~3. Register for credit or noncredit classes or seminars, or~~
- ~~4. Earn academic credit in any form from the College District for a designated period of time.~~

~~No former student who has been suspended for disciplinary reasons from the College District shall be permitted on the campus or other facilities of the College District during the period of suspension without the prior written approval of the College President or a designated representative.~~

~~A student may be summoned to appear in connection with an alleged violation by any of the following methods:~~

- ~~1. A sealed letter sent through campus mail in care of one of the student's professors for delivery in class. The professor shall be informed to return the letter immediately after the class if the student is not in attendance.~~
- ~~2. A certified letter mailed to the student's address as listed with the admissions and records office. The student shall be responsible for keeping the admissions and records office apprised of his or her current home address.~~
- ~~3. A communication between the student and the dean/director issuing the summons, as documented by the dean of students or designee.~~

~~The letter, message, or communication shall direct the student to schedule an appointment with the dean of students' office not less than three calendar days after the date of the communications. The communication shall also describe the alleged violation and/or provide information regarding the purpose for the summons.~~

~~The authorized college official (ACO) may place a student on disciplinary probation or determine an appropriate penalty if the student fails, without good cause, to comply with a letter or summons.~~

~~In addition, the ACO may also proceed against the student through the discipline hearing procedures FMA(LOCAL).~~

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~~ADMINISTRATIVE  
DISPOSITION OF A  
VIOLATION  
(EXCERPTS FROM  
STUDENT  
HANDBOOK)~~

~~The designated dean/director may administratively dispose of any violation by:~~

- ~~1.— Taking no formal disciplinary action;~~
- ~~2.— Handling the case in an informal manner;~~
- ~~3.— Initiating disciplinary action; or~~
- ~~4.— Referring the matter to the discipline appeals task force (DATF).~~

~~During a conference with the student, the designated dean/director shall advise the student of his or her rights as detailed in this document.~~

~~If a student refuses administrative disposition by the designated dean/director, the student is entitled to a hearing.~~

~~If a student accepts the designated dean/director's administrative disposition, he or she sign a statement that he or she understands the violation charges, his or her rights and right to a hearing or to waive the same, the penalty imposed by the designated dean/director, and his or her waiver of the right to appeal. This statement must be signed no later than the third class day following the designated dean/director's administrative disposition.~~

~~If a student does not sign an administrative disposition statement or request in writing a hearing by the third academic calendar day following the dean/director's administrative disposition, the disposition stands and no further appeal be allowed.~~

~~IMMEDIATE  
SUSPENSION  
(EXCERPTS FROM  
STUDENT  
HANDBOOK)~~

~~The authorized college official (ACO) may temporarily suspend (e.g., verbally order) a student's immediate removal from the College District pending a formal administrative disposition and/or investigation.~~

~~The causes for immediate suspension include, but are not limited to, the following:~~

- ~~1.— Failure to comply with a summons for a hearing;~~
- ~~2.— An attempt to cause or actually causing bodily harm to anyone at the College District;~~
- ~~3.— An attempt to or actually possessing, manufacturing, delivering, distributing, selling, purchasing, using, or being under the influence of, alcoholic beverages, illegal controlled substances (as defined in the Texas Controlled Substances Act), steroids, substances referred to as "designer drugs," and inappropriately or illegally using over-the-counter medications, prescription medications, inhalants, herbal/"natural" euphori-~~

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~~ants, look-alike products (what is represented to be any of the above-listed substances), at the College District, on College District property, or while attending College District-sponsored activities on or off campus.~~

~~4. Destruction or theft of College District property or another person's property;~~

~~5. Possession of intoxicating beverages at the College District, on College District property or at College District-sponsored events and activities on or off campus;~~

~~6. Causing a major disruption or disturbance; and~~

~~7. An alleged violation of the Student Code of Conduct that the administrator considers to be a major violation or an immediate threat to the campus climate.~~

~~The student shall be summoned by the dean/director no later than five academic calendar days from the action of temporary suspension.~~

~~If the suspended student receives a favorable administrative disposition or favorable hearing, reasonable efforts shall be made to ensure that the student will be permitted to make up class work required for satisfactory completion of a course(s) he or she began prior to the onset of the disciplinary process.~~

~~If a student is disruptive in class (his or her behavior is disruptive or inappropriate in this setting and inhibits the teaching/learning process), a faculty member has the right to temporarily dismiss the student from class (not to exceed one class). If a faculty member finds it necessary to dismiss a student from a class, the appropriate instructional dean shall be notified as soon as possible.~~

~~A faculty member may not suspend a student from more than one class without notification to the academic dean and the initiation of disciplinary proceedings. If the student's behavior is so disruptive that it is believed that the student shall be suspended for more than one class, then the instructional dean and the faculty member shall collectively contact the office of the dean of students to initiate the student discipline processes. Suspension for more than one class requires formal disciplinary action.~~

SEARCHES

~~A law enforcement officer with probable cause shall be authorized to search a student's personal possessions for the purpose of enforcing this code or investigating allegations. Searches by law enforcement officers of student's possessions shall be only as authorized by law.~~

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~~Other administrative searches of a student's personal possessions for the purpose of enforcing this code or investigating allegations may be conducted based on an administrator's reasonable suspension with the student's consent, when practicable.~~

~~These restrictions shall not apply to searches of College District property or facilities. [See FLC(LOCAL)]~~

~~College District officials may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students have no claim to the right not to incriminate themselves.~~

~~All persons are responsible for the security of any vehicle, bag, or other item they own, possess, or bring onto College District property or to a College District event. No person shall own, possess, place, keep, or maintain any article or material that is prohibited by law or College District policy in items, vehicles, or on College District property or at a College District-sponsored event.~~

~~If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses to permit the vehicle to be searched, the College District may contact the college police department and/or local law enforcement officials and turn the matter over to them.~~