



Huron University College Code of Student Conduct (“the Code”)

1. The Purpose and Scope of the Code

By registering at Huron University College, you become part of a university community. Being part of a university community, like being part of any community, requires that you interact with others in ways that support the safe, equitable, respectful, and harmonious continuation of the community. The Code sets standards of behaviour and treatment of others that ensure that Huron University College continues to function safely, effectively, and productively as a community. You are responsible for knowing the Code and making informed decisions in light of this information as part of your development at Huron as a self-disciplined and accountable individual.

Huron does not stand *in loco parentis*, which is to say that it has no general or universal responsibility for the moral and social behaviour of its students as if they were its children. You have the right to organize your own personal life, behaviour, and associations. At the same time, Huron has a responsibility to ensure that the rights of all members of the community to peaceful and safe and supportive enjoyment of the programs and facilities of the institution are protected.

The Code is intended to set standards of behaviour for Huron students and their guests inside and outside the classroom on the Huron premises, and on the premises of Western University, King's University College, and Brescia University College, and also in the community at large whenever a student is participating in a Huron-sponsored program or activity or is identifiably representing the institution.

In the event that the standards of behaviour outlined in the Code are not maintained, the Code includes detailed descriptions of the steps to be taken to enforce the standards and protect the community. The process for dealing with complaints under the Code is intended to protect the rights and entitlements of all parties. It models the kind of fair-minded and evidence-based approaches that govern successful communities, and it provides for careful consideration, and, where warranted, reconsideration, of every case on its own merits.

The Code exists in a broader context of codes and policies that relate to student conduct, including:

- the Criminal Code of Canada;

- the Huron Residence Handbook;
- Huron's Harassment, Sexual Harassment and Discrimination policy;
- Huron's Workplace Violence/Safe workplace Policy;
- Huron's Sexual Violence Policy and Response Protocol;
- Western University's Code of Student Conduct;
- the Senate Policy on Discipline for Undergraduate Students;
- the Senate Policy on Discipline for Graduate Students, and;
- the Undergraduate Student Academic Appeals Policy of Senate.

A student found responsible for misconduct under the Code may also be subject to proceedings under other policies, codes or statutes. Similarly, a decision by civil authorities not to act under the Criminal Code of Canada or other law does not mean that an offence is not therefore subject to the Code. Normally the Code acts independently of other policies and procedures that Huron has in place that applies to students. In certain cases a student may be subject to sanctions under more than one of the foregoing.

2.) Standards of Conduct

As a member of the Huron community, you are expected to respect the dignity and well-being of all members of the community, as well as their right to safe enjoyment of the programming and facilities of Huron, and to respect the property of others and of Huron. The Code is designed specifically to protect activities, persons, and property in the Huron community and, as a result, it defines instances of misconduct under the Code and subsequent penalties or actions that may be applied by Huron for said misconduct. In each instance, aiding or encouraging others in the commission of one of the listed acts, and / or any attempt to commit one of the listed acts, whether or not the attempt is successful, are also considered offences under the Code.

- a) Disruption of instructional activities, meetings, or any other authorized Huron activities through:
- action;
 - threat;
 - written materials.

This is not to be seen as interfering with rights to peaceable assemblies and demonstrations, lawful picketing, or the exercise of free speech.

- b) Misconduct against persons through:
- assault, harassment, intimidation, threat, coercion;
 - threatening or endangering the health or safety of others;
 - knowingly (which includes when one should reasonably have known) creating a condition that endangers the health, safety, or well-being of any person;
 - coercing, enticing, or inciting a person to commit an act that is humiliating or demeaning to that person or others.

This includes any such conduct through electronic / social media where the message or image is capable of broadcast dissemination.

- c) Misconduct involving property through:
- entry and/or presence on any premises of Huron, Western, King's, or Brescia contrary to regulations or without express or implied authority, or contrary to an express instruction or direction from an authorized official;
 - misappropriation, damage, unauthorized possession, defacement and/or destruction of premises or property of Huron or of the property of others;
 - use of Huron facilities, equipment, or services contrary to express instruction or without proper authority;
 - misuse of Huron supplies and documents, including equipment, library and computer resources, keys, records, transcripts, and permits;
 - tampering with emergency telephones, fire protection equipment including bells, extinguishers, sprinklers and hoses, smoke and heat alarms;
 - setting a false fire alarm; setting a fire;
 - blocking or wedging open fire and smoke doors on corridors and stairways.
- d) Fraudulent representation through:
- providing false information to any person or office acting on behalf of Huron or Western University;
 - forging, altering, or misusing any document, record, card, or instrument of identification.
- e) Misuse of alcohol and / or drugs through:
- illegal possession or distribution of a controlled or restricted substance including the use and possession of alcohol or cannabis under the age of 19;
 - contravention of laws or policies regarding the possession, distribution and consumption of alcoholic beverages or controlled or restricted substance on campus;
 - inappropriate use of over-the-counter or prescription drugs that results in behaviour related to any of the offences listed in the Code.
- f) Misuse of dangerous objects and substances through:
- storage, possession, or use of firearms, explosives or other weapons;
 - storage, possession, or use of flammable solvents, biohazardous, volatile or poisonous materials.
- g) Violation of published Huron policies, rules or directives and published policies of Western University.
- h) Contravention of any provision of the Criminal Code or any other federal or provincial statute or municipal by-law.
- i) Failure to comply with any penalty imposed by Huron for misconduct under this code.
- j) Any other action, in the opinion of Huron that threatens or harms any member of the Huron community or could bring the reputation of Huron into disrepute.

3.) Penalties

Penalties for misconduct under this code are to be proportional to the offence. They may include but are not limited to the following. Note that any additional instances of misconduct could merit a more severe penalty.

- a) Formal letter of reprimand, placed in the student file in the office of the Registrar.
- b) A No Contact Order that requires that a Student have no direct or indirect contact with a specific individual(s) or group(s).
- c) Prohibition from non-academic activities at Huron.
- d) Prohibition from association with people at Huron.
- e) Prohibition from specified buildings and/or all facilities at Huron, which may include Residence.
- f) Restriction or denial of services or privileges. The lost privileges may include, but are not limited to, parking privileges, unrestricted access to the library, access to athletic facilities at Western, and access to and participation in extra-curricular activities, including student leadership opportunities.
- g) Non-academic, disciplinary probation for a designated period of time during which the student is required to adhere to the terms of the probation which may include restrictions of student privileges and/or set behavioral expectations. A violation of probation or additional breaches of the standards of conduct outlined under the Code (related or not), while on probation may result in more severe penalties.
- h) Removal from academic programming at Huron and/or Western, Brescia, King's through:
 - i.) Removal from Course Registration;
 - ii.) Removal from Registration in Multiple Courses;
 - iii.) Suspension from the university for a specified period of time; this is recorded on the academic transcript;
 - iv.) Expulsion from the university; this is recorded on the academic transcript.
- i) Forfeiture of eligibility for Huron awards or financial assistance.
- j) Compensation to Huron in the form of community service, financial reimbursement and/or material replacement.
- k) Issuance of 'No Trespass' from Huron, Western, King's and/or Brescia.

4. Procedures

Wherever possible, and at the sole discretion of Huron University College, minor incidents of failure to meet the standards of behaviour outlined above may be addressed through informal means. However, this may not always be possible for minor incidents and is not appropriate for major incidents.

4.1 Making a complaint under the code

- a) Any person who alleges, with evidence, that a student of Huron has acted contrary to the Code may make a complaint to one of the following Officers of the University: The Dean, Faculty of Arts and Social Science; the Dean, Faculty of Theology; or the Vice Principal, Finance & Administration. Only one Officer will administer any single complaint. A complaint will be in written form and it will detail the allegations clearly, along with any evidence in support of them. If any accommodation is required to make a complaint under the Code the University Officer can assist you.
- b) Huron, at its sole discretion, reserves the right to initiate procedures outlined in the Code if Huron is made aware, has knowledge of and/or has reason to believe an alleged violation has occurred.
- c) Complaints will be dealt with expeditiously and sensitively.
- d) Please note that any complaint that is found to be frivolous or vexatious may be subject to discipline under the Code or under some other applicable policy.

4.2 Responding to a Complaint under the Code

- a) You will receive written notice from the University Officer who will be administering the complaint that there is an alleged violation of the Code against you. The notice of complaint will outline what the allegations and the evidence in support of them are. You will be provided with up to ten (10) business days to submit your response.
- b) Where the University Officer believes your conduct constitutes an immediate threat to the rights of members of the community to enjoyment of a safe and respectful environment, the University Officer may impose interim measures to remove you from interaction with other members of the community. If this is the case, you will be informed in writing of the interim measure(s), and the reason(s).
- c) You will be invited to respond to the allegations listed in the notice of complaint and to present evidence to the University Officer, in writing. You have the option of meeting personally with the University Officer to discuss the matter prior to making your written response. At any meeting, you and/or the University Officer have the

option to be accompanied by a support person. Each party must inform the other, prior to the meeting, of the name of that person and their relationship or role. Legal representation will not be considered at this stage (but is permitted at the appeal stage described below).

- d) After receiving your written response to the complaint the University Officer will decide whether you have acted contrary to the standards set by the Code.
- e) If you have not responded, or made an arrangement for a meeting as set out in the original notice of the allegations, the University Officer may proceed with the complaint investigation without your response or meeting.
- f) If the finding is that there is misconduct, the University Officer may impose an appropriate penalty or penalties. The decision of the University Officer, with reasons, will be communicated in writing to you through your Western e-mail account. A copy of the decision will be provided to any university offices that need to know about it, for their files; and a copy will be kept in the Registrar's office.

4.3 Responding to a Substantiated Complaint

- a) Where the evidence submitted to the University Officer is irrefutable and as such, absent an alternate reasonable explanation, or where the violation of the standards of conduct is witnessed directly by a University Officer, Huron reserves the right to immediately impose any penalty outlined under section 3. Huron may invite the student to respond, however this is not required.
- b) Please note, student's will have the ability to submit an appeal to the Campus Discipline Appeals Committee (CDAC) as outlined below.

4.4 Appeals Process

- a) If you wish to appeal the decision of the University Officer, you may appeal to the Campus Discipline Appeals Committee (CDAC), based on one or more of the following:
 - i.) You believe the University Officer made a significant procedural error, or;
 - ii.) if there is relevant, new evidence that was not available to the University Officer at the time of making the decision, or;
 - iii.) You believe the University Officer had no authority under the Code to make the decision or impose the sanction.
- b) You must make your written appeal within ten (10) business days of receiving the decision, and penalties of the University Officer. You must submit your appeal to

the Executive Assistant, Office of the Principal, who will provide one copy of it to the University Officer (as "respondent") and one copy to the Chair of the Campus Discipline Appeals Committee (CDAC)

- c) Your appeal must include the following information:
 - i.) a copy of the notice of complaint;
 - ii.) a copy of the decision from the University Officer;
 - iii.) a statement supporting the grounds for appeal;
 - iv.) the relief or resolution you seek;
 - v.) any documentation in support of your appeal;
 - vi.) any new evidence.
- d) The University Officer whose decision you are appealing will have five (5) business days from the receipt of your appeal from the Executive Assistant, Office of the Principal to make a detailed response to your appeal by writing to the Chair of the CDAC.
- e) Following the receipt of your appeal, and response from the University Officers response to your appeal, The Chair will convene a meeting of the CDAC to consider the appeal.
- f) CDAC reserves the right to consider the appeal as a written appeal or to hold a hearing. You have the right to make a case for a hearing, although CDAC may choose not to proceed to a hearing. If there is to be a hearing, you will be notified.
- g) After reviewing your written appeal or hearing, CDAC will take one of the following actions:
 - i.) dismiss your appeal as having insufficient grounds;
 - ii.) consider your appeal and nevertheless uphold the original findings and penalty;
 - iii.) consider your appeal and uphold the original findings but not the original penalty and may impose an alternative penalty;
 - iv.) consider your appeal and overturn both the original findings and the original penalty.
- h) The decision of the CDAC will be given to you within fifteen (15) business days of the filing of the appeal, and the decision will be filed with the Executive Assistant, Office of the Principal and copied to university offices with a need to know.
- i) You may appeal CDAC's decision to the Principal, stating the full grounds of the appeal, within five (5) business days of receiving CDAC's written decision, based on one or more of the following:
 - i.) if there is relevant new evidence that was not available to CDAC

- ii.) at the time of making the decision;
CDAC committed a significant procedural error that was prejudicial to your case.
- j) Your appeal to the Principal must include the following information:
 - i.) a statement supporting the grounds for appeal;
 - ii.) full appeal package submitted to CDAC as described in 4.4.c.;
 - iii.) a copy of the decision from CDAC;
 - iv.) any new evidence;
- k) Simply disagreeing with, or not liking the decision of CDAC, is not grounds for an appeal. The University Officer, who made the original decision, may also appeal the decision of CDAC based on the above-stated grounds.
- l) After reviewing your written appeal, the Principal will take one of the following actions:
 - i.) dismiss your appeal as having insufficient grounds;
 - ii.) consider your appeal and nevertheless uphold the original findings and penalty;
 - iii.) consider your appeal and uphold the original findings but not the original penalty and may impose an alternative penalty;
 - iv.) consider your appeal and overturn both the original findings and the original penalty.
- m) The decision of the Principal will be given to you within ten (10) business days of the filing of the appeal to Principal, and the decision will be filed with the Executive Assistant, Office of the Principal and copied to university offices with a need to know. The decision of the Principal is final.
- n) During the appeal process, all parties have a right to legal counsel, at the parties own respective expenses.
- o) While your appeal is being considered by the CDAC or the Principal, the penalty remains in effect, unless explicitly set aside by the CDAC or the Principal on receiving the appeal.

Review of Code

The Policy will be reviewed as required, with a full review occurring every four years.

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