

# MANCHESTER COMMUNITY COLLEGE

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## STUDENT CODE OF CONDUCT

The colleges' jurisdiction and discipline shall be limited to conduct which adversely affects the college community and/or the pursuit of its objectives, whether on or off the college premises or inside or outside of the classroom. Any student found to have violated this Student Code of Conduct, including but not limited to the following examples of misconduct, is subject to the disciplinary sanctions outlined in this document:

### A. Examples of Misconduct: Rules and Regulations:

1. Violation of published college policies, rules, or regulations;
2. Acts of dishonesty including but not limited to the following:
  - a. **Cheating**, which includes, but is not limited to: (1) use of any unauthorized assistance from other persons or technologies in taking quizzes, tests, or examinations or in the preparation and completion of class assignments; (2) dependence upon the aid of resources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) the acquisition, without permission, of tests or other academic material belonging to a member of the colleges faculty, staff, or students; or (4) knowingly providing unauthorized assistance of any kind to another for the purpose of providing unfair advantage to the recipient in the completion of course assessments/assignments (*sometimes known as facilitation*);
  - b. **Plagiarism**, which includes, but is not limited to, the use (*intentional or unintentional*), by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in providing term papers or other academic materials via direct sale, barter, or other means;
  - c. Furnishing false information to any college official, faculty/staff member;
  - d. Forgery, alteration, or misuse of any college document, record, or instrument of identification;
  - e. Tampering with the election process or financial management of any college recognized student organization;
3. Disruption or obstruction of any authorized college activity or of any authorized non-college activity; or unauthorized occupancy of any college facility;
4. Physical abuse that threatens or endangers the health, well-being, or safety of any member or guest of the CCSNH community;
5. Verbal abuse directed at any member or guest of the CCSNH community;
6. Threats of harm or injury, either stated or implied, addressed directly to any member or guest of the CCSNH community or posted in an electronic medium so as to leave no doubt as to the intended target;
7. Acts of intimidation or coercion, whether stated or implied;

8. Acts of sexual assault or rape;
9. Acts of harassment or stalking directed toward any member or guest of the CCSNH community;
10. Attempted or actual theft of and/or damage to property of the college or property of a member of the college community or other personal or public property;
11. Hazing, defined in NH RSA 631:7 as “any act directed toward a student, or any coercion or intimidation of a student to act or to participate in or submit to any act, when: (1) Such act is likely or would be perceived by a reasonable person as likely to cause physical or psychological injury to any person; and (2) Such act is a condition of initiation into, admission into, continued membership in or association with any organization;” and for the purposes of this document includes acts that endanger the mental or physical health or safety of a student, or that destroy or remove public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization;
12. Failure to comply with directions of college officials, campus security personnel, or public law enforcement officers acting in performance of their duties, including failure to identify oneself to these persons when requested to do so;
13. Unauthorized possession, duplication, or use of keys to any college premises or unauthorized entry to or use of college premises;
14. Violation of federal, state, or local law on college premises or at college sponsored or supervised activities;
15. Use, possession, sale, or distribution of narcotic or other controlled substances or purported controlled substances except as expressly permitted by law;
16. Public intoxication or the use, possession, sale, or distribution of alcoholic beverages, except as expressly permitted by the law and college regulations;
17. Possession of firearms, explosives, other weapons, or dangerous chemicals on college premises (*including in vehicles*) except as authorized by the college for instructional, maintenance, or law enforcement purposes;
18. Participation in a campus demonstration that disrupts the normal operations of the institution and infringes on the rights of other members of the college community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area;
19. Obstruction of the free flow of pedestrian or vehicular traffic on college premises or at college-sponsored or supervised functions;
20. Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on college premises or at functions sponsored by or participated in by the colleges.

21. Theft or other abuse of technological resources, including but not limited to:
  - a. Unauthorized entry into electronic files, to use, read, or change the contents, or for any other purpose;
  - b. Unauthorized transfer of electronic files or copyrighted software programs;
  - c. Unauthorized use of another individual's identification and password;
  - d. Use of technological resources that interferes with the work of another student, faculty member, or college official;
  - e. Use of technological resources to send, publish, or display obscene, pornographic, threatening, or abusive messages;
  - f. Use of technological resources to receive, browse, store or view obscene or pornographic materials for other than college-approved research;
  - g. Use of technological resources for criminal activity;
  - h. Use of technological resources to interfere with normal operation of the college computing system.
  
22. Abuse of the Judicial System, including but not limited to:
  - a. Failure to obey the summons of a judicial body or college official;
  - b. Falsification, distortion, or misrepresentation of information before a judicial body;
  - c. Disruption or interference with the orderly conduct of a judicial proceeding;
  - d. Attempting to discourage an individual's proper participation in or use of the judicial system;
  - e. Attempting to influence the impartiality of a member of a judicial body through threat, intimidation, or bribery prior to and/or during the course of the judicial proceeding;
  - f. Harassment (verbal or physical) and/or intimidation of a member of a judicial body prior to, during, and/or after a judicial proceeding;
  - g. Failure to comply with the sanction(s) imposed under the Student Code of Conduct;
  - h. Influencing or attempting to influence another person to commit an abuse of the judicial system.
  
23. Reckless or dangerous operation of a motor vehicle on campus premises or failure to observe posted traffic signs on campus; failure to comply with directions of campus officer or designee in the performance of those duties related to vehicular traffic.
  
24. Aiding or abetting in the violation of the Student Code of Conduct.

## **B. Violation of Civil/Criminal Law and Colleges' Code of Conduct**

1. If a student is charged with a violation of the Student Code that also constitutes a violation of a felony statute, that violation shall be reported to the Civil authorities.
2. If a student is charged with a violation of the Student Code that also constitutes a violation of a misdemeanor or lesser offense statute, that violation may be reported to the Civil authorities.
3. Disciplinary proceedings may be instituted against a student charged with violation of a felony, misdemeanor, or lesser offense statute that is also a violation of this Student Code of Conduct. For example, if both violations result from the same factual situation, without regard to the

pendency of civil litigation in court or criminal arrest and prosecution, proceedings under this Student Code of Conduct may be carried out prior to, simultaneously with, or following civil or criminal proceedings off-campus.

4. When a student is charged by federal, state, or local authorities with a violation of law, the college will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense is also the subject of a proceeding before a judicial body under the Student Code of Conduct, however, the college may advise off-campus authorities of the existence of the Student Code of Conduct and of the internal handling of such matters within the college community. The college and members of the college community will cooperate fully with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators.