

**Procedures: Alleged Violation of UAMS Student Code of Conduct**

**Number: 02.24.02**

**Implementation Date: 01/11/2024**

**Revision Dates: N/A**

**Section: Student Affairs**

**Area:**

**Subject: Code of Conduct**

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**BACKGROUND AND RATIONALE**

Students are expected and required to obey federal, state, and local laws; to comply with all policies and regulations of the University of Arkansas for Medical Sciences (UAMS), the College of Health Professions (CHP) and the department/program in which they are enrolled; and to adhere to the behavioral standards outlined in UAMS Policy 2.2.14 *Student Code of Conduct*. Students who do not follow these requirements may be subject to disciplinary action and commensurate penalties.

The following procedures apply to “non-academic rules” only. Violations of University policies involving classroom misbehavior and academic dishonesty are considered “academic” in nature and are, therefore, addressed within the College. Refer to individual programs’ policies and procedures, *CHP Policy 01.00.02 Scholastic Dishonesty* and *CHP Policy 02.00.02 Student Academic Professional Standards* for academic-related issues.

**PROCEDURE**

**1. Conduct Subject to Disciplinary Actions**

UAMS Policy 2.2.14 *Student Code of Conduct* outlines conduct prohibited by students enrolled in the University. Prohibited conduct includes the items listed below. Refer to the policy for a description of each item.

- Abuse of campus access
- Abuse of computer facilities
- Abuse of the student conduct system
- Alcohol use
- Deception
- Discrimination
- Discriminatory harassment
- Disorderly conduct
- Disruption of University operations
- Drug use
- Endangering health, safety or privacy
- Failure to comply
- False reports
- Fire safety violation
- Forgery

- Gambling
- Hazing
- Intimidation
- Obstruction
- Stalking
- Theft, vandalism and destruction
- Tobacco use
- True threats
- Weapons
- Violation of law
- Misconduct abroad
- Retaliation
- Incorporation of other rules

## 2. Disciplinary Process

When student conduct occurs that is subject to disciplinary action, the following steps shall be taken:

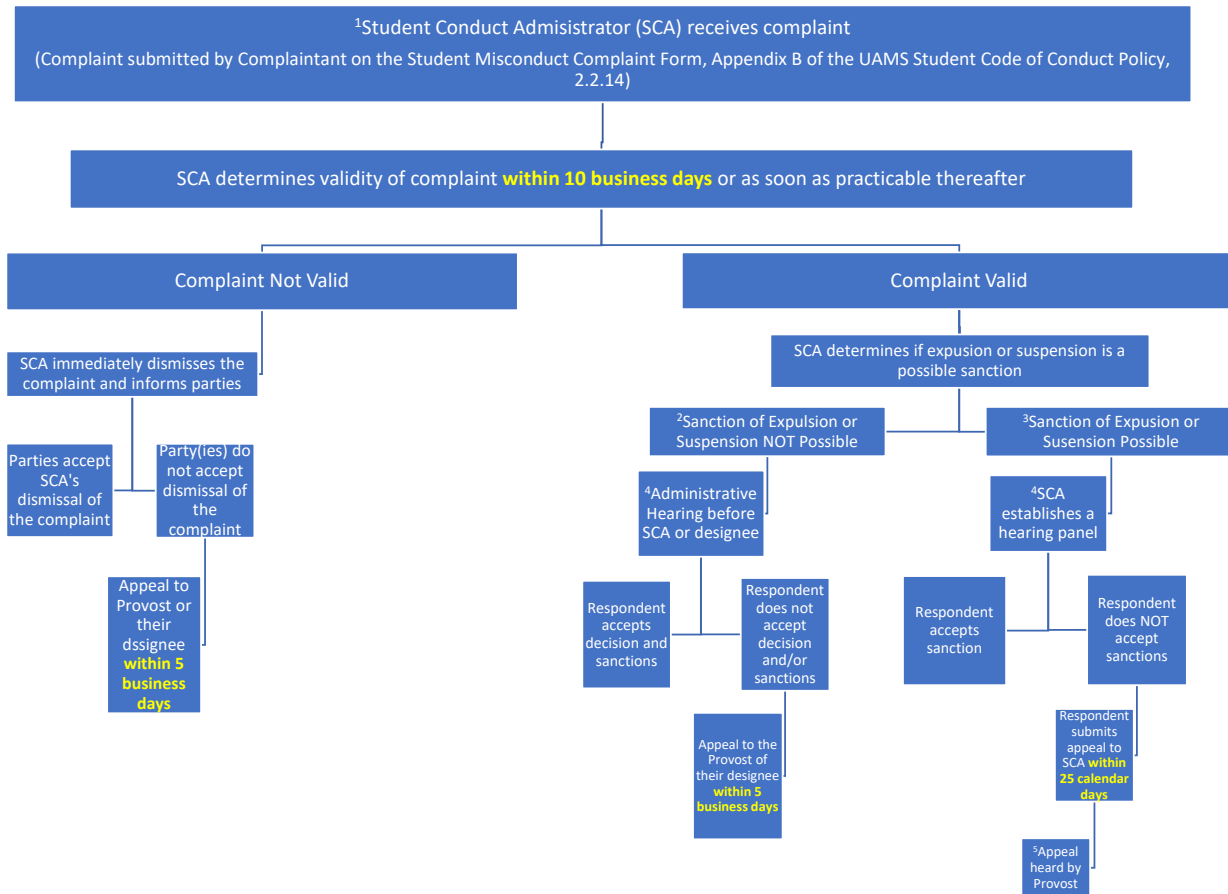
1. The faculty member should address the incident with the student at the time of the occurrence, when possible. In some instances, it may be appropriate for the faculty member to take immediate action. For example, if a student exhibits prohibited conduct in a class, laboratory or clinical setting, the faculty member may instruct the student to leave so that order can be restored. Additionally, a student may be removed from a program on an emergency basis if it is determined that an immediate threat or the safety of another student or individual could arise from the allegation of the accused student's misconduct. Refer to UAMS Policy 2.2.14 *Student Code of Conduct* for details on requesting the emergency removal of a student.
2. If the faculty member was not present at the time of the occurrence or if the faculty member determined it was not appropriate to address the issue at the time it occurred, the faculty member should meet with the student within one business day of the occurrence or as soon as practicable.
3. If the faculty member involved in the occurrence is not the chair/program director (PD), the faculty member shall notify the chair/PD of the occurrence prior to meeting with the student.
4. When the faculty member meets with the student to address the occurrence, the faculty member should describe to the student the alleged violation of the Code of Conduct and allow the student to respond to the allegations. The faculty member may choose to have another faculty or staff member present for this meeting.
5. If, after meeting with the student, the faculty member determines a violation of the Code of Conduct has occurred, the faculty member shall notify the CHP Associate Dean for Academic Affairs (ADAA) who serves as the College's Student Conduct Administrator (SCA). The notification shall be submitted on the *Student*

*Misconduct Complaint* form (found in Appendix B of UAMS Policy 2.2.14) via UAMS email within 3 business days after the occurrence or as soon as practicable. The student will be copied on the email to the SCA with the form attached.

6. The SCA will initiate the steps to investigate the alleged violation(s) of the UAMS Code of Conduct. Refer to UAMS Code of Conduct policy 2.2.14, outlined in the following flow chart.

## **APPROVAL**

This policy was approved by the College of Health Professions Executive Committee on 01/11/2024.



<sup>1</sup>SCA may offer an informal resolution process to the parties prior to determining whether a violation of the Code occurred. The SCA has discretion to determine if informal resolution is appropriate

<sup>2</sup>Attorney or non-attorney advisor may NOT participate in hearing proceedings

<sup>3</sup>Attorney or non-attorney advisor may fully participate in the hearing proceedings.

<sup>4</sup>The Respondent may admit in writing to violating the Code at any time. A hearing will then be held to determine an appropriate sanction, unless the Respondent waives such a hearing and accepts a punishment determined by the SCA.

<sup>5</sup>The Provost will make the decision in 5 business days or as soon as practicable thereafter