

Polk State College Procedure

| Subject | Reference | Date | Number |
|---|----------------|---------------|--------|
| Student Code of Conduct Violation Procedure: Student Groups and Organizations | DBOT Rule 4.01 | April 5, 2022 | 5029 |

I. Purpose

The purpose of this procedure is to outline the process the College follows regarding complaints against student groups and organizations that are charged with violating the *Polk State College Student Code of Conduct* (as outlined in District Board of Trustees Rule 4.01). The administration of student discipline must be flexible and consistent with the philosophy and educational objectives of Polk State College. The District Associate Dean of Student Services (or his or her designee) has the responsibility for administration of student sanctions and may impose varying disciplinary actions.

Polk State College Procedure 5028: *Student Code of Conduct: Sanctions and Assignment of Penalties for Violations* provides a detailed explanation of the determination and assignment of sanctions for violations, investigation protocols, and the rights of students and student organizations in this process.

For limited-admission programs, procedures and sanctions related to violations of the *Polk State College Student Code of Conduct* are written in the specific program's manual or student handbook.

II. Process for Complaints against Student Groups and Organizations

- A. Any person may refer a student, student group, or organization suspected of unacceptable conduct to the District Associate Dean of Student Services. The person making the referral is requested to provide information pertinent to the case and is normally expected to appear in subsequent proceedings as the complainant. Charge(s) must be submitted as soon as possible, but no longer than three working days after the incident. The District Associate Dean of Student Services may extend this period at his or her professional discretion.
- B. A student group or organization and its officers may be held collectively or individually responsible when unacceptable conduct has received the tacit or overt consent or encouragement of the group or organization, its leaders, officers, or spokespersons.
- C. The District Associate Dean of Student Services may direct any officer, leader, or identifiable spokesperson for a student group or organization to take appropriate action designed to prevent or end unacceptable conduct by the group, organization, or any persons associated with the group or organization who can reasonably be said to be acting on behalf of the group or organization. Failure to make reasonable efforts to comply with the Associate Dean's directive is considered a violation of the *Polk State College Student Code of Conduct* by the officer, leader, or spokesperson—and by the group or organization itself.
- D. Sanctions for misconduct within a group or organization may include revocation or denial of recognition or registration with the College, as well as other appropriate sanctions for individual members.
- E. Any student who violates the *Polk State College Student Code of Conduct* is entitled to due process and an appeal as outlined in Procedure 5028: *Student Code of Conduct*:

Sanctions and Assignment of Penalties for Violations.

III. Sanctions and Assignment of Penalties

One or more sanctions or penalties may be assigned to a student as outlined in Polk State College Procedure 5028: *Student Code of Conduct: Sanctions and Assignment of Penalties for Violations.*

IV. Process of Appeal

The appeal process is outlined in Polk State College Procedure 5028: *Student Code of Conduct: Sanctions and Assignment of Penalties for Violations.*

History

Adopted: August 28, 2007

Revised: February 28, 2012; July 1, 2014; November 5, 2019; and April 5, 2022

| Executive Responsible for Procedure | Date | President's Staff Member's Approval | Date |
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| President's Approval | | | Date |