



Title:	Student Rights and Responsibilities Policy
Effective Date:	Reviewed December 9, 2019
Approved By:	President's Council
Responsible Party:	Provost; Dean of Student Affairs
History:	Student Code of Conduct 2010; 9/10/16
Related Documents:	Student Judicial Policy; Student Grievance Policy

### **I. Purpose:**

The basic purposes of this Student Rights and Responsibilities Policy are to (1) identify fundamental students' rights to pursue their education at the institution, (2) identify fundamental student responsibilities while pursuing their education at the institution and (3) identify the process for resolving alleged violations of this policy under the University's Student Grievance Policy (rights violations) and Student Judicial Policy (responsibilities violations).

### **II. Definitions:**

When used with regard to this policy:

- a. The term "*cheating*" means intentionally using or attempting to use unauthorized materials, information or study aids in any academic exercise.
- b. The term "*distribution*" means sale or exchange for personal profit.
- c. The term "*fabrication*" means intentional and unauthorized falsification or invention of any information or citation in an academic exercise.
- d. The terms "*institution*" and "*University*" mean Salus University, as well as institutions or practitioners with which students perform University-related educational activity.
- e. The term "*organization*" means a number of persons who are associated with each other and have complied with University requirements for registration.

- f. The term "*plagiarize*" means intentionally representing the words or ideas of another as one's own in any academic exercise.
- g. The term "*reckless*" means conduct which one should reasonably be expected to know would create a substantial risk of harm to persons or property or which would otherwise be likely to result in interference with the University's operations.
- h. The term "*student*" means a person taking or auditing courses at the institution, either on a full or part time basis.
- i. The term "*University premises*" means buildings or grounds owned, leased, operated or used by the University or its students for University-related educational activity.
- j. The term "University property" means any items owned, rented or operated or the institution.
- k. The term "*University sponsored activity*" means any activity on or off University premises, which is initiated, aided, authorized or supervised by the University.
- l. The term "*weapon*" means any object or substance used or intended to be used to inflict a wound, cause injury, or incapacitate, including, but not limited to, all firearms, pellet guns, switchblade knives, knives with blades five or more inches in length, and chemicals such as "Mace" or tear-gas.
- m. The terms "*will*" or "*shall*" are used in the imperative sense.

**III. Policy:** The following clarifies the rights and responsibilities of all students.

#### **A. Student Rights**

1. Right to a Professional Learning Environment: University premises are the essential learning environments of the University. As such, the freedom to learn in these environments should be promoted and encouraged by instructors. Students shall have the right to:
  - a. Have access to faculty, academic technology, classrooms, the Learning Resource Center; presentations, and other resources necessary for the learning process.
  - b. Have access to academic advising and clear expectations for degree and graduation requirements.

- c. Have decisions related to the pursuit of their education made in a clear manner.
- d. Learn in an environment that supports the freedom of self-expression and association.
- e. Be free of conduct that impedes either the faculty member's ability to teach or the student's ability to learn.
- f. Receive a syllabus in a timely manner.
- g. Expect to interact with faculty who act professionally; provide clear expectations for class performance and evaluation; hold classes as scheduled; are accessible for office hours, appointments or consultation; and maintain a clear connection between course description and content.
- h. Expect a faculty member to be sensitive to the student's religious beliefs and observances, including an expectation that faculty members will make reasonable arrangements upon notice that the student must miss an exam or other academic exercise resulting from the observance of a religious holiday.
- i. Have the freedom to raise relevant issues pertaining to classroom discussion (including personal beliefs), offer reasonable doubts about data presented, and express alternative opinions without concern for any academic penalty. Students have the right to expect that their work will be evaluated by academic standards alone.
- j. Study, work, and interact in an environment of professionalism and of mutual trust and respect that is free of amorous or sexual advances by a faculty member. All amorous or sexual relationships between faculty members and students are unacceptable when the faculty member has any professional responsibility for the student, even when both parties have consented or appear to have consented to the relationship. Such professional responsibility encompasses both instructional and non-instructional contexts. A faculty member shall not have an amorous or sexual relationship, consensual or otherwise, with a student who is enrolled in a course being taught by the faculty member or whose performance is being supervised or evaluated by the faculty member. A faculty member should be careful to distance himself or herself from any decisions that may reward or penalize a student with whom he or she has or has had an amorous or sexual relationship, even outside the instructional context, especially when the faculty member and student are in the same academic unit or in units that are allied academically.

2. **Right to Freedom from Discrimination:** Students shall be treated on an equal basis in all areas and activities of the University regardless of race, color, sex, sexual orientation, gender identity or gender expression, genetic information, religion, age, national origin, disability, veteran status or any other legally protected status. Students have the right to study, work, and interact in an environment that is free from discrimination in violation of law or University policy by any member of the University community.
3. **Rights to Privacy:** A student's personal privacy rights, as provided by law, shall be protected by the University.
4. **Right to Information:** The University shall make available to all students information which denotes the applicable academic and behavioral standards.
5. **Right to Student Records:** Students' academic records shall be maintained, and students shall have access to their academic records, in a manner consistent with University policy and applicable state and federal laws.
6. **Right to Participate in Student Organizations:** The University recognizes the right of students to form organizations in accordance with law, regulation and University policy, including, but not limited to, those organized for intellectual, religious, social, economic, political, recreational, or cultural purposes.
7. **Right to Participate in Policy Development:** The University affords students the opportunity to share their views and participate in the initiation and development of University policy through *the Salus University Policy Development: Writing, Issuing and Maintaining University Policies* process.
8. **Right to Due Process:** A student subject to disciplinary action arising from violations of university policies shall be assured procedural due process. At the discipline hearings, an accused student shall be assumed innocent until found responsible, and in the initial hearing, the burden of proof shall rest with those bringing the charges.

## **B. Student Responsibilities**

1. Students shall facilitate a positive learning environment and process, including being prepared for class, attending class and completing assignments.

2. Students shall recognize that their individual actions reflect upon them both as individuals and as part of the University community. In this regard, while the Student Responsibilities normally apply to acts committed on University premises or at University sponsored activities, where the interests of the University are jeopardized, the Student Responsibilities may apply to acts committed off University premises or in settings other than University sponsored activities.
3. Students shall maintain and regularly monitor their University accounts, including e-mail and bursar accounts.
4. Students shall uphold and maintain academic and professional honesty and integrity.
5. Students shall not cheat, fabricate or facilitate academic dishonesty or plagiarize.
6. Students shall not furnish false information to the University (e.g., exaggerate a situation to deflect responsibility for academic deficiencies).
7. Students shall not forge, alter, or use, without authorization, any University document or instrument of identification.
8. Students shall not commit an act involving moral turpitude, dishonesty or corruption when the act directly or indirectly affects the health, welfare, or safety of citizens of the Commonwealth of Pennsylvania, patients of the institution.
9. Students shall not participate in any aspect of one's program of study while impaired by alcohol, drugs or untreated physical or mental disability.
10. Students shall not participate in any aspects of one's program of study in the absence of appropriate supervision.
11. Students shall be responsible for their behavior, and respect the rights, dignity and property of others both within and outside of the University community.
12. Students shall not intentionally or recklessly cause physical harm or offensive contact to any person on University premises or at University sponsored activities or intentionally or recklessly cause reasonable apprehension of such harm or contact.
13. Students shall use University property and premises in support of their education while being mindful of the rights of others to use the University property and premises.
14. Students shall not be present in or use University premises or property without authorization.
15. Students shall not intentionally or recklessly interfere with normal University operations or University sponsored activities.

16. Students shall comply with the directions of University officials, including campus security officers acting in performance of their duties.
17. Students shall not distribute, use or possess any controlled substance, or illegal drug on University premises or at University sponsored activities.
18. Students shall not use, possess or store any weapon or fireworks on University premises or at University sponsored activities.
19. Students shall not intentionally initiate or cause to initiate any false report, warning, or threat of fire, explosion or other emergency on University premises, or at University sponsored activities.
20. Students shall be fully acquainted with University policies and procedures and comply with them, as well as, applicable laws and regulations.
21. Students shall not knowingly violate the terms of any disciplinary sanction imposed in accordance with the University Student Judicial Policy.
22. In addition to the responsibilities set forth in this policy, Students shall uphold and follow the additional responsibilities set forth in the policies of their respective college, professional program and professional societies.

#### **IV. Procedures**

Alleged violations of Student Rights shall be administered in accordance with the University's Student Grievance Policy, which may refer the administration thereof to other University policies and or applicable law.

Alleged violations of Student Responsibilities shall be administered in accordance with the University's Student Judicial Policy.