



Student Code of Conduct

- (1) Students attending Dixie Technical College (Dixie Tech) shall conduct themselves in a manner consistent with customary standards of employment. Faculty and staff of Dixie Tech are committed to providing all students a positive learning environment where employment skills can be learned in a safe atmosphere. Consistent with this philosophy, it is the general expectation that fellow students, faculty, and staff are to be treated in a polite, respectful manner.
- (2) The following are unacceptable:
 - (a) **Academic Misconduct:** Academic conduct deemed by administration as inappropriate including, but not limited to, cheating, plagiarism, forgery, misrepresentation of identity or attendance, accessing answers to assignments, labs, or tests with the intention of a retake, providing or receiving the content of an exam or test prior to its administration, or presenting others' work as your own or knowingly allowing another student to submit your work as theirs.
 - (b) **Attendance and Performance Violations:** Violating the Grading and Performance Policy and failing to meet College or program attendance, progress or performance expectations. Attendance issues include, but are not limited to, absences, tardies, clocking in and then leaving, being present but unproductive, and/or clocking in fraudulently. Also see Withdrawal Policy.
 - (c) **Animals:** Animals are not allowed in college facilities unless they are service animals.
 - (d) **Assault:** Knowingly or recklessly causing or attempting to cause serious harm to another. This includes any threat or act of violence intended to harass, frighten, cause harm, or emotional duress.
 - (e) **Bullying:** Conduct of any sort that is directed at another person which cause substantial, emotional distress to a reasonable person in the victim's position and undermine his or her ability to work, study or participate in his or her regular life activities. That is, it is sufficiently serious that it interferes with or limits a person's ability to participate in or benefit from the services, activities, or opportunities offered by the College.
(<https://www.stopbullying.gov/resources/laws/federal>)
 - (f) **Disruptive Assembly, Protesting or Speaking; Distributing Literature; Carrying Signs; or Circulating Petitions:** See the college's Student Free Expression Rule and Campus Access Rule found in Student Policies at dixietech.edu.

- (g) **Destruction of Property:** Intentionally or recklessly damaging, destroying, defacing, or tampering with the property of Dixie Tech or the property of another person or entity.
- (h) **Dishonesty and Misrepresentation:** Knowingly or recklessly furnishing false information to College officials, faculty and/or staff. This includes forgery or alteration of College documents, records, or identification.
- (i) **Dressing and Grooming Inappropriately:** Students should dress appropriately for the occupational environment for which they are training and start acquiring wardrobes suitable for employment. Clothing should be appropriate for safety and effective performance of tasks in the area of training in which they are enrolled. College students and employees are expected to be neatly groomed and to be free of body odor. They should be considerate of others who may be sensitive to strong fragrance. Students should look professional in appearance at all times and should be free from distracting attire/jewelry. The lead instructors of each program may further define what attire is appropriate.
- (j) **Drugs, Alcohol, and Tobacco (See the Drug, Alcohol and Tobacco Free Campus Policy):** Dixie Tech is committed to upholding all local, state, and federal laws regarding drug, alcohol, and tobacco use. Students will be required to abide by these laws as well as the Dixie Tech Drug, Alcohol, and Tobacco Free Campus Policy which states that students may not manufacture, dispense, possess, sell, distribute, use or be under the influence of any controlled substance or alcohol on Dixie Tech property, while on an externship, or while participating in any Dixie Tech affiliated event on or off-campus. If a student is tested upon reasonable suspicion and tests positive for alcohol or any controlled substance, the student shall be considered to be under the influence, regardless of any prescriptions the student may have.
- (k) **Harassment and Discrimination:** It is the policy of the College to provide a educational environment for students and student applicants that is free from discrimination and harassment based on race, religion, national origin, color, sex, age, disability, pregnancy, sexual orientation, gender identity or other protected activity or class in accordance with and as required by state or federal law.
 - (i) All discriminatory or harassing acts, behavior, and conduct are prohibited, including, but not limited to, comments, jokes, gestures, unwelcome physical contact, drawings, cartoons, videos, emails, texts, name-calling, slurs, or use of derogatory terms. Such conduct is prohibited whether it occurs in person; via email, text or instant messaging; or on social networking sites. These activities are illustrations only; conduct not listed may be considered discriminatory or harassing if it otherwise meets the definition above.
 - (ii) Harassment includes the following subtypes:
 - (A) unwelcome conduct based upon the student's legally protected status that is so severe or pervasive that it alters the terms and

- conditions of the harassed student's education, and which results in a hostile educational environment;
- (B) conduct based upon the student's legally protected status that results in a tangible educational action against the harassed student.
- (iii) Any student may be subject to discipline for violating College policies, even if:
- (A) the conduct occurs outside of scheduled class time or off campus; or
- (B) the conduct is not sufficiently severe to constitute a violation of law.
- (iv) No educational decisions are permitted to be based upon a legally protected status.
- (v) No person may retaliate against any person who opposes a practice forbidden under this provision, or has filed a charge, testified, assisted or participated in any manner in an investigation, proceeding or hearing, or is otherwise engaged in protected activity.
- (l) **Illegal Behavior:** Behavior that violates federal, state or local law.
- (m) **Information Technology Abuse:** Misuse of, theft, unauthorized access or abuse of Dixie Tech information technology including the violation of College Network Resources Acceptable Use Policy.
- (n) **Insubordination:** Willful or intentional failure to obey a lawful and reasonable request of an instructor or administrator, or an action which constitutes lack of respect or harassment directed toward an instructor or supervisor.
- (o) **Non-Academic Misconduct:** Conduct that allegedly violates federal, state, or local law or that threatens the safety or well-being of the campus community, or any act that constitutes violent behavior, and any other behavior that adversely affects the College or its educational programs or mission.
- (p) **Offensive Language:** See the college's Student Free Expression Rule at dixietech.edu.
- (q) **Parking:** Parking on Dixie Tech grounds is a privilege. Students must comply with all parking and driving regulations on campus. Failure to comply may result in loss of parking privileges, towing or parking fines.
- (r) **Misuse of Prescribed Medications.**
- i. Prescription and over-the-counter drugs are acceptable when taken in standard dosage and/or according to a physician's prescription. The prescribed drug must be legal under both federal and state law.
 - ii. Any student taking prescribed or over-the-counter medications will be responsible for consulting the prescribing physician and/or pharmacist to ascertain whether the medication may interfere with safe performance of his/her educational activities. If the use of a medication could compromise the safety of the employee, student, or other persons, it is the student's responsibility to use appropriate personnel procedures (e.g., call in sick, use leave, request change of duty, notify supervisor, notify company doctor, notify instructor) to avoid unsafe workplace practices.

- iii. The illegal or unauthorized use of prescription drugs is prohibited. It is a violation of the College's Drug, Alcohol, and Tobacco Free Campus Policy to intentionally misuse and/or abuse prescription medications. Appropriate disciplinary action will be taken if job performance deterioration and/or other accidents occur.
- iv. Students whose inability or impaired ability to perform their essential functions could impose a direct threat to public safety may be required to report their prescription drug usage and they may be prohibited from functions which endanger themselves or others.
- v. If a student is tested upon reasonable suspicion and tests positive for alcohol or any controlled substance, the student shall be considered to be under the influence, and subject to student discipline, regardless of any prescriptions the student may have.
- vi. For more information, see the College's Drug, Alcohol and Tobacco Free Campus Policy.
- (s) **Safety Equipment:** Misuse of, unauthorized use, or alteration of fire fighting equipment, safety devices, fire alarms, fire extinguishers, or other emergency devices.
- (t) **Sexual Misconduct:** Engaging in sexual activities on school premises or during school activities, on or off the College campus.
- (u) **Sexual Discrimination and Harassment:** Discrimination on the basis of sex, including sexual harassment, is governed by the College's Title IX Policy. Complaints made under Title IX should be made to the Title IX Coordinator:

Sam Draper
610 S Tech Ridge Dr
St George, UT 84770
(435) 674-8636
sdraper@dixietech.edu

- (v) **Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Hate Crimes.** See the [Annual Security Report](#) for definitions.
- (w) **Theft:** Theft of the property or services of the College or any person or entity.
- (x) **Trespass or Forcible Entry:** Trespass, or forcible entry into any College building, structure, or facility, or onto College property.
- (y) **Unauthorized Visitors:** The presence, in classrooms, labs or assessment areas, of visitors, including children, without proper authorization. Children must be attended at all times.
- (z) **Unsafe Practices:** Physical harm to others or self, threat of physical harm to others or self, and dangerous or abusive usage of tools and materials. This also includes unsafe operation of private vehicles on school property and any other unsafe practice.
- (aa) **Use of College Facilities for Profit:** Any use of College facilities, resources or equipment which, in the judgment of the Administration, is primarily for profit or personal gain.

- (bb) **Vaping.** Vaping on school grounds is prohibited.
 - (cc) **Violation of School Policies.** See www.dixietech.edu/HTML/pages/students/policies.html
 - (dd) **Violation of federal, state, or local civil or criminal laws.**
 - (ee) **Weapons:** Section 76-10-505(2) of the Utah Code provides that “A person may not possess any ... firearm ... at a place the person knows, or has reasonable cause to believe, is on or about school premises as defined in this section.” Possession or use of other dangerous weapons, or explosive devices of any description and/or anything used to threaten or harm including, but not limited to firecrackers, compressed air-guns, pellet guns, BB guns, paint guns, or water guns is prohibited, except as authorized by law or the College President.
- (3) Further, the following are unacceptable for any students attending Dixie Tech, while on College controlled property, while on an externship assignment, while representing the College in the community, or when the Student Services Officer determines the off-campus conduct affects a substantial Dixie Tech interest:
- (a) Any situation where it appears that the student’s conduct may present a danger or threat to the health or safety of themselves or others; and/or
 - (b) Any situation that significantly impinges upon the rights, property or achievements of self or others or significantly breaches the peace and/or causes social disorder; and/or
 - (c) Any situation that is detrimental to the educational mission and/or interests of Dixie Tech.
- (4) **Sanctions for Misconduct.** The following sanctions may be imposed upon any student found to have violated the Student Code of Conduct. The level of sanction imposed upon the student will commensurate with the severity of the violation. A student’s record of conduct may be considered when determining the appropriate sanction to be imposed. Minor infractions occurring within programs will normally be handled by the program instructor or Instructional Manager/Director. The Student Services Officer or that person’s designee is in charge of applying College-wide sanctions for student misconduct. More than one sanction may be imposed from the list for any single violation.
- (a) **Warning:** A warning is a verbal or written reprimand for violating a College regulation or policy. The warning advises a student that any further violations may result in more stringent disciplinary action.
 - (b) **Probation:** Probation involves the imposition of specified restrictions which deprive the student of various privileges for a stated period of time. The extent of the restrictions and the length of the period of time are to be determined by the magnitude of the offense. Probation is considered a serious matter and further infractions of College rules and regulations subject a student to possible suspension or expulsion.
 - (c) **Withdrawal:** A student may be withdrawn as set forth in the Withdrawal Policy.
 - (d) **Suspension:** A student who receives a suspension will be excluded from the student’s program for a stated period of time. To be considered for re-admission, the student must present an application for re-admission to the

Chief Student Services Officer and may be required to meet additional criteria for continued enrollment.

- (e) **Expulsion:** Any student who receives expulsion will be permanently excluded from their program and the Dixie Tech campus. Once a student has been expelled, the student is not eligible for re-admission.
 - (f) **Exclusion from Campus:** A student may be excluded from campus for a period of time.
 - (g) **Other Sanctions:** Other appropriate sanctions may be imposed.
- (5) **Interim Action.** In certain circumstances the Student Services Officer or that person's designee may impose an interim suspension or other sanctions or remedies pending conclusion of the Grievance process. These may include:
- (a) schedule changes;
 - (b) academic accommodations;
 - (c) leave of absence;
 - (d) withdraw from/retake a class without penalty;
 - (e) no contact agreement; and/or
 - (f) referrals for counseling and support for victims whether or not a victim chooses to make an official report.
- (6) **Removal from Classroom.** Instructors have the right and responsibility to remove, or request assistance in removing, a student from the classroom as quickly as possible if the student is being unnecessarily disruptive to the learning process; is violating classroom or College rules, local, state or federal law; or is found to be out of compliance with legal obligations or restrictions; or is a threat to themselves or others.
- (a) Students who are removed should be escorted to Security, and referred to the Student Services Officer or a College Vice President who will determine whether or not the student should be removed from the campus until such time as the investigation and subsequent review have been completed.
 - (b) Faculty and staff may, at their discretion, summon local law enforcement to respond to assist in the removal of a student.
- (7) **Alcohol and Drug Testing.** All Dixie Tech students consent to drug and alcohol testing upon admission, for externship opportunities, for post-accident investigations, and in reasonable suspicion situations. Testing shall be conducted by the College's Security personnel in accordance with law, or by outside testing facilities where deemed appropriate by the Student Services Officer or a College Vice President.
- (8) **Grievance Resolution.** Dixie Tech strives to maintain a positive and professional learning environment for its students. This standard of excellence is monitored on an ongoing basis. Open communication is essential in resolving issues of contention. Students are therefore strongly encouraged to discuss and to work out any difficulty or misunderstanding with the particular instructor or staff member with whom that situation exists. Should you have cause for concern in this area, you are encouraged to follow the procedure listed below in a timely manner:
- (a) An attempt should be made to resolve the disagreement at an informal level

among the parties involved.

(b) If you cannot resolve the issue at an informal level, you have the right to submit a grievance in accordance with the College's Student Grievance Rule.

(9) **Dixie Tech is accredited by:**

Council on Occupational Education
7840 Roswell Road, Building 300, Suite 325
Atlanta, GA 30350
(800) 971-2081 or (770) 396-3898
www.council.org