

**POLICIES**

TITLE: Disruptive Student Behaviour in the Classroom and other Learning Environments	Number: SC 104 - 07
	Date of Implementation: Sept. 2007

**A. Introduction**

By enrolling at Centennial College, each student contractually agrees to be governed by the rules and regulations of the College, including this Policy. Students are expected to conduct themselves in a manner consistent with the educational objectives of the College in accordance with generally accepted standards of behaviour, and in accordance with published College policies. At the heart of accepted standards is respect for other members of the Centennial community. This Policy, in its entirety, provides the basis for behaviour which will nurture this environment of mutual respect. .

**B. Purpose**

The purpose of this Policy is to reinforce Centennial College’s commitment to diversity, equity, and inclusion, and to acknowledge the rights of all College members to be treated with dignity and respect in the learning environment. Disruptive behaviour is behaviour which negatively interferes with the activities of the College, and/or which inhibits the ability of other students to learn and of faculty members to teach.

This policy defines a process for initiating and dealing with complaints against students that arise in the learning environment, which includes classrooms, laboratories, field trips, clinical settings, resource learning centres, field placements, co-op and other job placements, and any other situation on or off college property where College learning activities are taking place. This is a companion document to the *Student Code of Conduct* which focuses on student conflict in non-academic settings.

**C. Other Policies**

This Policy is complementary to and does not alter a student’s rights or responsibilities under:

- The laws of Canada, Ontario, or municipal governments
- The Ontario Human Rights Code
- The College’s Student Code of Conduct
- The College Harassment and Discrimination Prevention Policy
- The College Violence Prevention Policy
- Statement of Diversity
- Policies or Regulations of Practicum Sites
- The College’s Acceptable Computer Use Policy
- The Academic Regulations of Centennial College and the Academic Appeal Processes
- Other College Policies

**D. Policy**

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Centennial College recognizes the student's need for an environment which is conducive to learning. The College and its employees are responsible for providing academic leadership. Students are obliged to contribute positively to the learning environment and to conduct themselves in a mature and responsible manner. The authority to determine what constitutes inappropriate and disruptive behaviour for a given learning environment rests, in the first instance, with the faculty member or staff present at the time. When student's behaviour becomes disruptive, offensive, abusive, intimidating, and/or unwelcome by other students and/or by a faculty or staff member, remedial or disciplinary action will be taken under this policy, the College Violence Prevention Policy, or the Student Code of Conduct.

### **Procedures**

For clarification, "faculty member" means the teacher in the learning environment at the relevant time. "Program Chair" is the Chair of the program in which the course is offered. "Dean" is the Dean of the School in which the program is offered.

It is expected that the procedures outlined below would be the appropriate route for dealing with many instances of disruptive student behaviour. However, where the faculty member considers that the disruptive behaviour constitutes a serious threat to him/herself and/or to the other students in the class, the faculty member will request the assistance of Safety and Security. In dealing with disruptive student behaviours, faculty members and Program Chairs should consider whether the behaviour might be more appropriately addressed under the Student Code of Conduct or the College Violence Prevention Policy.

1. The faculty member will identify the behaviour and indicate to the student(s) that the behaviour is disruptive and will ask the student(s) to cease such behaviour.
2. If the disruptive behaviour continues in that class or a later class, the faculty member will request that the student(s) leave the class. If the student(s) does not comply with the request, the faculty member will direct the student(s) to leave the class. If refusal continues, the faculty member will request the assistance of Safety and Security to remove the student(s) from the class.
3. Where a student(s) has been asked or directed to leave the class, the faculty member may meet with the student prior to the next class to resolve the matter, with the agreement of the student. The faculty member alternatively may decide to notify the Program Chair, who will then arrange a meeting with the faculty member and the student. Every attempt will be made to hold this meeting prior to the next class or as soon thereafter as possible.
4. In advance of the meeting called by the Program Chair, the Chair will request that the faculty member submit a written description of the incident and of any attempts made to resolve the situation. The faculty member should also include a proposed resolution.

Where a faculty member or Chair has reason to believe that a student's disruptive behaviour may be linked to physical, emotional, or health disorders, the Dean of Students should be contacted for consultation. The faculty member or Chair will notify the Dean of Students of the incident in writing (email is sufficient), as soon as possible, so that the Dean may be adequately informed. The Dean of Students will recommend the next steps in dealing with the student, which may involve providing additional supports through offices such as Counselling or the Centre for Students with Disabilities as part of the remedy.

5. At the meeting called by the Program Chair, the Chair will act as facilitator. If there is no agreed upon resolution at the meeting, the Program Chair will make a decision on the matter and may apply one or more of the following remedies:

- Reprimand
- Warning (verbal or written)
- Behavioural contract - permitting the student(s) to continue to attend classes on a contract that binds the student to conform to expected standards of behaviors. The Conflict Coach located in the Student Relations Office may be consulted in the development of the behavioural contract.
- Relocation to other practicum site or class
- Prohibiting the student(s) from attending further classes of the specific course, only if alternate arrangements are made for the student(s). This could mean moving the student to another section of the same course.
- Other sanctions reflective of the offence, as determined by the Program Chair

The Program Chair cannot impose, as a sanction, suspension from a course or from the Program. If the Program Chair feels that suspension from a course is the appropriate penalty, the Program Chair should note this recommendation in his/her written submission and refer the matter to the Academic Dean as a next step. The Academic Dean will then arrange a meeting with the student, faculty member and Program Chair. Suspensions and expulsions may only be imposed through a Hearing held by the College Hearing Committee, on the recommendation of the Dean.

6. The Program Chair will inform the student in writing of his/her decision, with copy to the faculty member. Upon notification of the Program Chair's decision, the student may appeal the decision and or sanctions to the Academic Dean. A student may appeal a decision and/or sanctions on ground of one of the following:
  - evidence of an error in procedures; or,
  - evidence that the breach was unsupported by the facts; or,
  - evidence that the penalty imposed was unduly harsh; or
  - new evidence that could not have reasonably been supplied earlier.
7. The Academic Dean will review the appeal and make a decision to dismiss, set aside, vary or uphold the decision or may impose other disciplinary sanctions. In reviewing the matter, the Academic Dean may consult with the faculty member, Program Chair and student independently, or may hold a meeting with all members present.

Where the Academic Dean recommends suspension (from the course or program) or expulsion, the matter shall be referred to the Office of the Vice President Student and Community Engagement to arrange for a hearing.

8. The Academic Dean will inform the student in writing of his/her decision, with copy to the faculty member and Program Chair. Where suspension or expulsion is recommended, a copy will also be forwarded to the Office of the Vice President Student and Community Engagement. Upon notification of the Academic Dean's decision, the student may appeal the decision and or sanctions to the College Appeal Board on one or more of the acceptable grounds.
9. Where disruptive behaviour is exhibited in several different classes the matter shall be referred to the Academic Dean of the student's home School, in consultation with the Dean of Students. The Academic Dean shall request submissions from all faculty members involved in the case and invite the student, faculty member(s) and the Program Chair(s) to a meeting. As above, the written decision will be provided to all parties.

1. **Cross References to other Existing Policies or Regulations**

2. **Procedures**

Reference to procedure number