



Student Code of Conduct

Northwest College of Construction ("College") is committed to providing a safe, respectful, professional, and effective learning environment. Students and program participants are expected to conduct themselves in a manner consistent with these expectations and College policies.

The College may take reasonable and appropriate action to protect students, employees, visitors, College property, and the educational environment.

Scope

The Student Code of Conduct applies to conduct occurring on College property; during classes, labs, training, or College-sponsored activities; at College-related worksites or activities; through College technology or communication systems; and to off-campus conduct when there is a direct and substantial connection to the College or the conduct materially affects the safety, operations, programs, or educational environment of the College.

Prohibited Conduct

The following conduct is prohibited:

1. **Violence:** Using or threatening physical violence.
2. **Threatening, Abusive, or Harassing Conduct:** Verbal abuse, threats, intimidation, harassment, coercion, or other conduct that threatens or endangers another person's health, safety, or physical or emotional well-being, or materially interferes with College studies, programs, or activities.
3. **Discrimination:** Engaging in discrimination prohibited by applicable federal or Oregon law, including discrimination based on a legally protected status.
4. **Cyberbullying and Misuse of Technology:** Using social media, email, messaging platforms, electronic communications, or other technology to threaten, harass, intimidate, bully, discriminate against, or harm another person or otherwise violate this Code.
5. **Sexual Assault:** Engaging in sexual assault or other prohibited sexual violence as defined by applicable law or College policy.
6. **Sexual Harassment:** Engaging in sexual harassment or other prohibited sexual misconduct as defined by applicable law or College policy.
7. **Invasion of Privacy:** Recording, photographing, or distributing images, audio, or video in violation of law or College policy, including where an individual has a reasonable expectation of privacy.

8. **Retaliation:** Retaliating against a person for making a good-faith report, participating in an investigation or disciplinary process, or exercising rights under College policy or applicable law.
9. **Lewd, Disorderly, or Indecent Conduct:** Engaging in conduct that materially disrupts or interferes with the College's educational environment, programs, or activities.
10. **Interference with College Activities:** Intentionally or recklessly interfering with College operations, instruction, programs, activities, or another person's ability to participate in them.
11. **Safety and Emergency Equipment:** Endangering people or property by tampering with safety or fire equipment, improperly possessing or using hazardous or flammable substances, or improperly using emergency equipment.
12. **Unauthorized Technology Access or Tampering:** Accessing or attempting to access College systems, accounts, devices, portals, or records without authorization, or interfering with the operation, integrity, or security of College technology.
13. **Weapons:** Using or possessing weapons, firearms, fireworks, or projectile-impelling devices on College property or during College-sponsored activities, except as expressly authorized by applicable law and College policy.
14. **Theft:** Stealing or knowingly possessing stolen property.
15. **Property Damage:** Intentionally or recklessly damaging, destroying, or defacing College property or the property of another person.
16. **False Information:** Intentionally providing materially false or misleading information to the College or its employees regarding College programs, records, investigations, or administrative processes.
17. **Unauthorized Access or Use:** Entering, remaining in, or using College premises, facilities, property, or equipment without authorization.
18. **Failure to Follow Directions:** Failing to comply with reasonable and lawful directions of a College official or employee acting within the scope of their responsibilities.
19. **Drug or Alcohol Testing:** Failing or refusing to comply with a drug or alcohol testing requirement when testing is authorized under applicable College policy or program requirements.
20. **Attendance Requirements:** Failing to meet mandatory attendance or participation requirements established by the applicable program or College policy. Routine attendance matters may be addressed under the College's attendance or academic policies.
21. **Academic Misconduct:** Cheating, plagiarism, unauthorized assistance, falsification, or other forms of academic dishonesty involving coursework, testing, training, or other academic requirements.
22. **Drugs and Alcohol:** Unlawfully possessing, using, distributing, or manufacturing illegal drugs or controlled substances; misusing prescription medication; or possessing, consuming, or being impaired by alcohol where prohibited by College policy. Alcohol may be permitted at College-sponsored events when specifically authorized by the College.

23. **Prohibited Electronic Devices:** Possessing devices that can compromise employee and student privacy, confidential and proprietary information, and security of college operations. Students may not wear or use smart glasses (Including Ray-Ban Meta glasses) or other smart glasses or wearable devices with substantially similar integrated audio-recording, video-recording, photography, livestreaming, or data-capture capabilities while on campus. Students must store prohibited devices in their personal vehicle while on campus.

Review of Conduct Concerns

When the College receives information concerning a possible violation of this Code, the College will review the circumstances and determine the appropriate response.

Students will ordinarily be informed of the alleged conduct and provided a reasonable opportunity to respond and provide relevant information before a final disciplinary decision is made.

The College will determine whether it is **more likely than not** that a violation occurred based on the information reasonably available.

When immediate action is reasonably necessary to protect health, safety, property, or the educational environment, the College may implement temporary restrictions or other interim measures while a matter is being reviewed. An interim measure is not, by itself, a determination that a violation occurred.

Corrective and Disciplinary Action

Violations may result in corrective or disciplinary action appropriate to the circumstances. Actions may include a warning, educational or corrective intervention, restitution, behavioral agreement, restriction or loss of privileges, disciplinary probation, removal from a class or activity, suspension, dismissal from a College program, restriction from College property, or other appropriate action.

The College may consider the nature and severity of the conduct, safety risks, actual or potential harm, whether the conduct was intentional or repeated, prior conduct, mitigating or aggravating circumstances, and other relevant factors.

Progressive discipline is not required. Serious misconduct may result in suspension or dismissal for a first violation. The original draft already contemplates probation, suspension, permanent termination of eligibility, and exclusion from College property.

Appeal

A student may submit a written appeal of a disciplinary decision within **five (5) business days** after receiving written notice of the decision, consistent with the timeframe in the College's current Code.

An appeal must be based on one or more of the following:

- A material procedural error that could reasonably have affected the outcome;
- New material information that was not reasonably available when the original decision was made;
- The determination is not reasonably supported by the information available; or

- The disciplinary action is substantially disproportionate to the nature or severity of the violation.

The College's designated appeal authority may affirm, modify, or reverse the decision or return the matter for additional review. The student will receive notice of the final determination.

A student will not receive increased discipline solely because the student exercised the right to appeal.

Non-Retaliation

The College prohibits retaliation against any person for making a good-faith report, providing information, participating in a conduct review or investigation, filing an appeal, or otherwise exercising rights under College policy.

Related College Policies

Certain conduct may also be addressed under other College policies, including policies concerning nondiscrimination and harassment, sexual misconduct, academic integrity, attendance, disability accommodations, drugs and alcohol, technology use, and safety. When another College policy establishes procedures specifically applicable to the conduct, those procedures may be used instead of or in coordination with this Code.