



STUDENT CODE OF RESPONSIBILITY

I. GENERAL PRINCIPLES

A. Purpose

Presbyterian College is proud of its strong community of students, faculty, staff, administration, alumni, and friends of the College. As vital members of Presbyterian College's community, students are expected to balance their autonomy with regard for other members of the community, and responsibility and respect for the policies and procedures of the College. These policies and procedures are intended to preserve community and foster civility and an environment conducive to the educational mission of the College.

As responsible members of this community, students must familiarize themselves with and abide by the tenets of the Honor Code, the Code of Responsibility, the Sexdoity(r)1.2 (o)-7.1 (c)-6.1 (e)-825.5 (y w)-33.2 (i)111c-7.1 (a)-12.3 (e)-12.2 (s)-46..1 (t)2)-31 77 (n)-20.1 (i)13.6 (t)-46.2 3b (o)-7(f)8.4 (o)4.flj (r/47.2 (, t)-22.1 (h)2.7 (e S)-16.7 (e)-223R6 (t)-46.2 (ys a)-20.6 (n)3

A. Alcohol

1. Consuming or possessing alcoholic beverages in any public area on the College premises except at functions, registered in advance, and approved by the Dean of Students, and in accordance with College rules and applicable law.
2. Violating any law concerning the consumption, manufacture, possession, distribution, or dispensing of alcoholic beverages.
3. Purchasing or procuring alcoholic beverages for, or selling or providing alcoholic beverages to, a person under the legal age limit (currently 21 years of age).
4. Possessing, selling, purchasing, or consuming hard liquors (that is, a distilled beverage, or one with alcohol content of 20% or more) on College premises. Members of National Interfraternity Council (NIC) chapters may not possess or use alcohol with an alcohol content of 15% or higher.
5. Being publicly intoxicated.
6. Possessing alcohol in or consuming alcohol from common containers on College premises: including but not limited to kegs, pony kegs, party balls, coolers, or other containers meant to serve multiple people.
7. Consuming in competition or using alcoholic beverages as a prize or penalty in a contest, drawing, or lottery.
8. Possessing or consuming alcohol in any residential room where no student assigned to the room is of legal age to possess alcohol.

For additional information regarding the use of alcohol on campus, please see the College's Alcohol Policy listed in the Additional College Policies section of the Garnet Book.

B. Residence Life Policies

Violating any element of Presbyterian College's Residence Life Policies in any of the following sections: 1.3 (s) t(

5. Attempting to discourage initiation of or participation in a student conduct or honor code proceeding, including but not limited to by means of threats, harassment, or retaliation.
6. Failing to comply with sanctions imposed by a conduct officer or in a student conduct or honor code proceeding.
7. Initiating a student conduct or honor code proceeding in bad faith.

P. Retaliation

Taking any action intended to harm, humiliate, ostracize, or otherwise retaliate against any person for his or her role in reporting, serving as a witness concerning, or adjudicating any alleged violation of this Code, the Honor Code, any law, or any other College rule or regulation.

Q. Sexual Misconduct

Sexual Misconduct is addressed in the College's Sexual Misconduct Policy, which can be found from the "About" menu on the PC website by clicking on JEDI, then scrolling to the JEDI Resources section. Sexual Misconduct means any unwelcome conduct of a sexual nature, including any conduct or act of a sexual nature perpetrated against an individual without consent. Sexual Misconduct includes but is not limited to (i) Sexual Harassment, (ii) Sexual Exploitation, and (iii) Sexual Intimidation, as those terms are defined in the Sexual Harassment Policy.

Sexual Harassment means conduct on the basis of sex which satisfies one or more of the following: (1) an employee of the College conditioning the provision of an aid, benefit, or service of the College on an individual's participation in unwelcome sexual conduct; (2) Unwelcome conduct which would be deemed by a Reasonable Person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the College's education program or activity (including conduct which constitutes Sexual Exploitation or Sexual Intimidation if such conduct reaches this level); or (3) Sexual Assault, Dating Violence, Domestic Violence, or Stalking, as those terms are defined in the Sexual Misconduct Policy.

Notes on Sexual Misconduct:

The general prohibitions in the Code, including those prohibiting (and defining) discrimination, harassment, stalking, and harm to persons, apply to conduct of a sexual nature or which is motivated by sex or gender. However, because of the College's concern for sexual misconduct in all forms, and because of the application of federal law, specifically Title IX of the Education Amendments of 1972, the College has a separate express prohibition of such sexual misconduct, and separate procedures for the handling of any disciplinary proceeding which involves an allegation of sexual misconduct. Those procedures are set forth in the College's Sexual Misconduct Policy.

The College's prohibition on Sexual Misconduct extends beyond students to cover misconduct by all members of the College community, including faculty and staff. Anyone who believes they have been a victim of or a witness to Sexual Misconduct—including improper conduct by visitors to College premises or vendors—should report this to the Vice President for Justice, Equity, Diversity, and Inclusion (JEDI) and Title IX Coordinator may also be reported to the Dean of Students or the Senior Director of Residence Life. Any person who receives a report of Sexual Misconduct should relay this report to the Vice President for JEDI and Title IX Coordinator.

"Quid pro quo harassment" should also be reported to the Title IX Coordinator. An example of quid pro quo harassment would be a promise to a student of a good grade in exchange for sexual favors.

If the Title IX Coordinator determines an allegation of a violation of the Code of Responsibility involves alleged Sexual Misconduct, that allegation will be subject to the procedures set forth in the Sexual Misconduct Policy.

R. Skateboards, Bikes, Motorized Scooters, and Other Wheeled Transportation Devices

1. Using skateboards, bicycles, mopeds, rollerblades, scooters, or other wheeled or similar transportation inside any building, in other unauthorized areas, or in a reckless manner, or in a manner which threatens physical safety of pedestrians or traffic.
2. Using a motorized transportation device (such as a scooter) within five feet of any building or in a fashion which disrupts instruction or other functions of the College.
3. Failing to register a motorized transportation device through Campus Police.

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1. Engaging in repeated or persistent words or conduct, without consent and without a legitimate purpose, which constitute an unreasonable intrusion into the life, privacy, or affairs of a person on College premises, or who is a member of the College community, and are intended to or reasonably likely to cause mental or emotional distress or fear. Examples of conduct which may meet this definition if sufficiently persistent and/or severe include, without limitation, following, taping, photographing, surveillance, vandalism, and contact by mail, electronic device, or other means.
2. Engaging in conduct on College premises, or that is directed toward a member of the College community, which would constitute "harassment" or "stalking" under South Carolina law (currently at S.C. Code Ann. § 16-17-10).

1. The referred student will receive written notice of the hearing at least 48 hours prior to the hearing. The notice will include:
 - a. A statement of the alleged charges of policy violation(s);
 - b. A summary of the information upon which the alleged violations are based;
 - c. Time, date, and place for the hearing;
 - d. A copy of these procedures.
2. If a charge involves more than one referred student, the Senior Director of Residence Life may determine whether the proceedings as to each student shall be conducted separately or jointly.
3. Hearings will normally be recorded for use during Board deliberations and any appeal. Any recording is the property of the College. At the conclusion of a case (that is, after the resolution of the final appeal or the expiration of the time to appeal), recordings will be discarded.
4. Hearings and deliberations are confidential, and participants should not discuss these matters, except as is reasonably necessary or desirable as part of the student conduct process, including training.
5. Hearings are closed except to the members of the Board hearing the case, the referred student, the student's adviser from the College community, and the person presenting the College's case. In cases involving alleged violence, threat of harm, or stalking, the victim(s) and their/their adviser(s) from the College community will also be allowed to be present during the entire hearing.
6. The referred student may invite a faculty, staff, or student member of the College community to attend the hearing as an advisor. The advisor's role is limited to communicating directly with the referred student, and the advisor may not directly participate in the hearing or ask questions of the student, witnesses, or Board members.
7. The referred student will appear before the Student Conduct Board for the hearing. If the student elects not to appear (including by withdrawing from the College), the Board will proceed and make its decision in the absence of the accused student with the information available to it.

- b. An appeal must contain, in writing, detailed specification of all bases on which the student is appealing.
- c. In order for an appeal to be reviewed by the Student Conduct Appellate Panel, the appeal must make some reasonable showing that at least one of the following criteria is present:
- A substantive procedural error occurred which significantly affected the outcome of the hearing;
 - There is new evidence, not available at the time of the hearing, which, if introduced, would significantly affect the outcome of the hearing;
 - The sanction is significantly inconsistent with institutional guidelines and/or past practices;
 - The totality of evidence presented at the hearing does not support the decision.
- d. If the Dean of Students determines the appeal does not meet one of those criteria, the Dean of Students may dismiss the appeal. Otherwise, the Dean of Students will convene the Appellate Panel for a hearing to consider the appeal.
- e. An appeal is not a rehearing, and the Appellate Panel will not, other than in exceptional circumstances as determined by the Panel, receive testimony. The Panel will base its decision on the record of the Student Conduct Board hearing.
- f. The Appellate Panel will take one of the following four actions:
- Uphold the finding of responsibility of the Student Conduct Board;
 - Uphold the finding of responsibility of the Student Conduct Board but make changes to the sanctions;
 - Overturn the decision of the Student Conduct Board and find no violation;
 - Remand the case to the Student Conduct Board for further appropriate proceedings (such as, for example, consideration of additional evidence).
- g. All decisions not resulting in suspension or expulsion made by the Appellate Panel are final.
2. **Appealing Student Conduct Appellate Panel Decisions.** If the Appellate Panel imposes or upholds a sanction including suspension or expulsion, the referred student may appeal to the College President.
- To initiate the appeals process, the student must submit a written request to the College President within 48 hours (not counting weekends or holidays) of the receipt of the decision of the Appellate Panel.
 - An appeal must contain, in writing, detailed specification of all bases on which the student is appealing. In order for an appeal to be reviewed by the President, the appeal must make some reasonable showing that at least one of the following criteria is present:
 - A substantive procedural error occurred which significantly affected the outcome of the hearing.
 - There is new evidence, not available at the time of the hearing, which, if introduced, would significantly affect the outcome of the hearing.

- The sanction is significantly inconsistent with institutional guidelines and/or past practices.
 - The totality of evidence presented at the hearing does not support the decision.
- c. If the President determines the appeal does not meet one of those criteria, the President may dismiss the appeal.
- d. Otherwise, the President will review the record of the case. The President will not normally receive testimony, but may elect to do so in their sole discretion.
- e. The President will take one of the following four actions:
- Uphold the finding of responsibility of the Appellate Panel;
 - Uphold the finding of responsibility of the Appellate Panel but make changes to the sanctions;
 - Overturn the decision of the Appellate Panel and find no violation;
 - Remand the case to the Student Conduct Board for further appropriate proceedings (such as, for example, consideration of additional evidence).
- f. All decisions of the College President are final.

IV. COLLEGE SANCTIONS

The following sanctions may be imposed upon any student found to have violated the Code of Responsibility through the Student Conduct Procedures described above. Sanctions for violations of the Code are intended to serve an educational purpose. Sanctions may be imposed alone or in combination. Sanctions will appear in students' conduct records.

A. Oral Reprimand

An oral reprimand is a verbal warning that the student's behavior fell below the expectations of a Presbyterian College student and violated the Code of Responsibility.

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D. Restitution

Restitution includes the following:

1. Financial reimbursement to replace items or repair damages.
2. Appropriate service to the College or community.

E. Restriction of Privileges

Restriction of privileges includes the following:

1. Relocation of the student within Residence Life facilities.
2. Loss of privilege to live in apartment-style housing – student will be moved to another facility.
3. Revocation of guest privileges.
4. Revocation of access to specific buildings or residence halls.
5. Restriction of activity on College premises or attendance at College premises events.
6. Loss of social, parking, driving, or other College privileges.

F. No Contact Order

An order of “no contact” is a restriction of contact between parties, including direct and indirect contact through person and/or social media/technology.

G. Monetary Penalty

Fines not to exceed \$500 may be imposed for violations of the Code of Responsibility including, but not limited to, escalating fines for alcohol violations and vandalism.

Notes: A first alcohol violation carries a minimum \$100 fine plus other sanctions as appropriate.
A first vandalism violation carries a minimum \$100 fine plus other sanctions as appropriate.
A first pet violation carries a \$250 fine plus removal of the animal from the college.

H. Drug Screening

Drug screening is the requirement for a student to submit to random drug screening scheduled by the College at the student’s expense.

I. Disciplinary Probation

Disciplinary probation is a specific period, up to one (1) year, of review and adjustment during which the student, student group, or student organization is under an official warning that his/ her/its violation was serious. While on disciplinary probation, a student or organization may face specific restrictions on their/its behavior and/or College privileges. Students or organizations involved in similar or additional disciplinary incidents while on probation will be referred to the Student Conduct Board, and violations occurring during the probationary period will probably result in more severe sanctions than those occurring outside probation.

J. Probated Suspension and Probated Deactivation

Probated suspension is notice to the student that further violation of the code will result in a recommendation for immediate suspension. Probated suspension remains in place as long as the student is enrolled. Probated deactivation is notice to the student group that further violation of the code will result in a recommendation for immediate deactivation. Probated deactivation remains in place for three (3) years from the date the sanction is given.

K. Eviction

Eviction is the loss of the privilege of living in College housing for a specific period of time, or permanently. Conditions for returning to College housing may be specified.

L. Suspension

Suspension is denial of enrollment, attendance, and other privileges at the College for a specified period of time. While under suspension, the student may not be on College premises or at any College-sponsored or College-authorized event without permission from the Senior Director of Residence Life or the Dean of Students. Permission to apply for readmission upon the termination of the period may be granted with or without conditions/restrictions.

M. Expulsion/Dismissal

Expulsion is dismissal of a student from the College without the ability to apply for re-enrollment. A student who has been dismissed may not be on College premises or at any College-sponsored or College-authorized event without permission from the Senior Director of Residence Life or the Dean of Students. A student who has been dismissed is deemed “not eligible to return” to the College.

N. Revocation of Admission or Degree

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V. MEDICAL CARE AMNESTY POLICE FOR ALCOHOL AND CONTROLLED SUBSTANCES TREATMENT

A. Philosophy

Presbyterian College urges those who choose to consume alcohol to do so safely and responsibly, and within

actions, rather than at hurting or humiliating individuals. And while kindness and civility are virtues and aims of the College, not every unkind or uncivil remark or act is punishable. Social interactions sometimes result in hurt feelings. This is always unfortunate, but a social slight, criticism, or rebuke is not bullying unless it satisfies the definition above.

D. Reporting and Addressing Incidents

The College will address conduct of students, faculty, or staff who engage in bullying. All incidents of

aware they may be given short notice to relocate.

B. Building Safety

1. Do not open doors or windows for strangers
2. Report any suspicious persons to Campus Police (864.833.8911).
3. Students should keep their doors locked, whether they are inside or outside of their rooms.
4. Live trees are not allowed in any Residence Life facility.

C. Candles/Open Flames and Combustible Materials

Students are not permitted to use or store any open flames or combustible materials within a residential

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3. Each student is required to check in with a member of the Residence Life staff and must sign a Room Condition Report upon move in, acknowledging the condition of the room.
4. For move-out, students may take the opportunity to sign up for an in-person check out with a member of the Residence Life staff. If students do not sign up for an in-person check out, they waive the right to appeal any end of semester damages.
5. Students are held accountable for any items left behind or damages beyond normal wear and tear usage and additional fees may be charged to students.

R. Notification of Enrollment Status Change

1. Students are responsible for notifying Residence Life regarding any enrollment status change as soon as possible.
2. Students who withdraw or are suspended during the semester must properly check out of their assigned room within 24 hours of their withdrawal/ suspension notice.
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STUDENT ORGANIZATION POLICIES

I. GENERAL PRINCIPLES

A. Philosophy

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- b. An RSO can host only one (1) event where alcohol is present per day. An event where alcohol is present may last no longer than four (4) hours and must end no later than 2:00 am.
 - i. End of event is defined as: guests have departed, lights have been turned on in the event space, the band or DJ is departing, and the serving and consumption of beverages has concluded.
 - ii. Guests are not to linger in the event space or on the grounds after the conclusion of the event.
 - c. The RSO must maintain a guest list of event attendees. It is recommended that the RSO maintain no more than a 3:1 guest-to-member ratio for an event. Occupancy at any event shall not exceed fire code.
 - d. No alcoholic beverages may be purchased through RSO funds nor may the purchase of alcoholic beverages for members or guests be coordinated by any member in the name of or on behalf of the RSO. No RSO may co-sponsor, co-finance, attend, or participate in a function at which alcohol is collectively purchased by an RSO or its members.
 - e. No RSO may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) at which

prior to the start of each semester which designates a maximum of fourteen (14) nights fraternities may open or register to host events with alcohol in Fraternity Court facilities.

- ii) Nights in which Fraternity Court is designated for events, chapters may elect to host a registered event without alcohol. Events without alcohol must have a minimum of two (2) RRM's. RSO's are held responsible for those in and around the house. For events registered without alcohol, it is the responsibility of the RSO to monitor their guests to ensure no alcohol enters the premises of the organization, including the front and back porch area.
 - iii) Nights in which Fraternity Court is designated for events and the chapter is not hosting a registered event, or if a chapter ends their registered event prior to 2 a.m., no more than 10 people including residents are permitted to be in the facility. All Residence Life policies apply.
 - iv) Nights in which Fraternity Court is not designated for events, each individual facility is permitted to have a maximum of ten (10) people (including residents.) All Residence Life policies apply.
- c. RRM's should be stationed at the chapter house entrances and within the event gathering. RRM's are required to make sure guests have obtained the appropriate wristband. RRM's must not allow guests to enter the event without the appropriate wristband. Prior attendance to another on-campus event where wristbands have been distributed does not excuse a student or guest from checking in at Fraternity Court.
- d. Chapter members must clean all major trash from inside the house, the front, back, and side yards as well as the front porch, rear deck, and adjacent parking areas within thirty (30) minutes after the event.
- e. Interior and Exterior Chapter house decorations must be approved by the Fraternity Court. All decorations must be removed from the chapter house by 10:00 p.m. on the day of the event. All decorations must be removed from the chapter house by 10:00 p.m. on the day of the event. All decorations must be removed from the chapter house by 10:00 p.m. on the day of the event.

ADDITIONAL COLLEGE POLICIES

I. ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

Although Presbyterian College does not have a special program for students with disabilities, the College makes every reasonable effort to accommodate students with disabilities and to assist them in obtaining an education. All students must take the required courses for a B.A. or B.S. degree.

The Accessible Education Coordinator, housed in the Justice, Equity, Diversity, and Inclusion Division, oversees the accommodations review process for academic, housing, dietary, and temporary medical conditions or illnesses. Students interested in requesting accommodations of any type are expected to self-disclose by completing the Accommodations Intake Form and providing appropriate supporting documentation. Additional information can be obtained on the JEDI website or by contacting the Accessible Education Coordinator at 864-833-8322 or accommodations@presby.edu

II. CLASS ATTENDANCE POLICIES

Each academic department will set and administer its own absence policy; therefore, students should read carefully the absence policy as described in each professor's course syllabus. Students whose absences exceed the number allowed may be dropped from the class with a grade of "F." When an absence is unavoidable, students should notify their professors, in advance when possible, by telephone or email to make them aware of their absence and to coordinate any missed work. Students should be prepared to offer medical or other documentation to substantiate the need for their absence.

Students may contact the Counseling & Wellness Office, the Provost's Office, or the Student Affairs' Office to report an illness or other emergency requiring the student to miss class. Representatives from either department will, if requested, communicate this information to the student's professors, advisor, and other appropriate parties.

While representatives from the Counseling & Wellness Office, the Provost's Office, or the Student Affairs' Office may communicate this information to professors, it is the student's responsibility to coordinate any make-up requirements with each professor. Further, students should be aware each academic department sets and administers its own absence policy; therefore, students should read carefully the absence policy as described in each professor's course syllabus. Absences due to illness or other emergencies usually will not result in a waiver of absence policies.

Questions about continuing in a course and/or documentation needed to verify illness or other emergencies should be directed to each professor.

III. FERPA, THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

A. Directory Information

The College has designated certain information contained in a student's educational record as directory information pursuant to the Family Educational Rights and Privacy Act (FERPA). Directory information at Presbyterian College consists of:

- Student's full name
- Addresses (campus, permanent, email) Telephone numbers
- Major field of study Photograph
- Participation in officially recognized activities/sports Weight and height (for members of athletic teams) Dates of attendance
- Classification
- Degree(s) and awards/honors received

This information may be disclosed by the College for any purpose deemed as legitimate without the consent of a student. However, a student has the right to refuse the disclosure of this information. For more

information or to request that information not be disclosed, a student must complete the required form in the Registrar's Office.

B. Student Records

Presbyterian College maintains different types of records: admissions, academic, financial, disciplinary, health, etc. The following records are maintained in the Provost's Office and the Registrar's Office and are considered confidential student records:

1. Active Academic Records: those academic records retained by the Registrar's Office and required by the Provost's Office to account for the enrolled student's academic performance and status, including records maintained by instructors.
2. Inactive Academic Records: those records retained by the Registrar's Office which pertain to the academic performance of persons no longer enrolled at Presbyterian College.
3. Records Related to Violations or Potential Violations of the Honor Code: those records retained by the Provost's Office which pertain to violations or potential violations of the Honor Code as it relates to academics.

C. In addition

In addition to education records as defined by FERPA, it is the College's policy to treat the following student records as confidential:

1. Admissions Records: those records assembled by the Admissions Office to provide for the screening and selection of students.
2. Financial Aid Records: those records maintained by the Financial Aid Office which relate to a student's eligibility for receipt of financial assistance, except information considered confidential to a parent. Career Programs Records: those records maintained by the Career Programs Office which have been compiled for the purpose of career planning and job placement.
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parent(s) or guardian(s).

Students are allowed access to their official records to ensure the information contained therein is not inaccurate, misleading, or otherwise in violation of their rights or privacy. A student who wishes to review their record will make a request directly to the Registrar for academic records or to the Provost or Accessible Education Coordinator for records pertaining to academic accommodations or to the Provost for Honor Code violations. Such requests should be made 24 hours in advance to the respective official.

Access to confidential student records is the responsibility of the officers of the College, or their designee, as specified below:

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| Academic Records (active/inactive) | Provost |
| Career Program Records | Provost |
| Admissions Records | VP for Enrollment Management |
| Financial Aid Records | VP for Enrollment Management |
| Academic Accommodations Records | VP for Justice, Equity, Diversity, and Inclusion |
| Health Records | VP for Justice, Equity, Diversity, and Inclusion |
| Disciplinary Records | DTJEM4Enrollm48 (u) T&E b11750 (r) 1.eiuor |

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5. PC cannot guarantee the Program (or any portion thereof) will occur as planned and reserves the right to cancel or modify any or all of the Program (including, but not limited to, the right to close any or all residence life, athletic, dining or other facilities, close the entire PC campus or portions thereof, and/or transition all or part of instruction to online/distance learning) if circumstances require.

X. STUDENT DEMONSTRATION POLICY

Purpose

This policy outlines the expectations for, and obligations of, any student planning or holding a protest or other public demonstration or expressive conduct, including but not limited to, any public meeting, gathering or activity to express views, disagreement, or support regarding a given subject such as a march, parade, protests, picketing, or sit-in (a "Demonstration") on property owned or controlled by the College ("College Property").

Policy

