Policy: Disruptive Behavior Policy

Policy No: 3.10

Approved: Board of Trustees: March 2006

DISRUPTIVE BEHAVIOR POLICY

1. <u>In the Classroom</u>

a. If one person is being disruptive, the response is:

> i. The instructor asks the student to leave the room. Any student who is told by an instructor to leave the classroom must do so immediately. Failure to do so will result in additional sanctions under the Code of Student Conduct.

> ii. The student and instructor are to report to the Division Chair or Dean of Enrollment & Student Development Services for conflict resolution after class.

> iii. Call Security, if necessary.

b. If several people are being disruptive, the response is:

> i. Ask the non-disruptive students to leave for their own safety.

> ii. Call Security to handle the problem.

> iii. Call the police if necessary (in the case of a threat or actual occurrence of violence).

c. If disruptive person(s) enter the classroom, then follow item 1 or 2 above as appropriate.

> Prevention for an on-going problem:

> Keep classroom and laboratory doors locked to prevent intruder from entering.

d. The instructor should write up the incident noting the date, time, room number, and name(s) of the disrupter(s), the nature of the disruption(s), witnesses and the action taken. Copies of the incident report must be filed with the appropriate Division Chair and the Dean of Student Development Services as soon as possible.

2. <u>Outside of the Classroom</u>

a. Noise, Behavior

    i. Ask the disruptive student to be quiet.

b. Other disruptive behavior

    i. Do not attempt to handle the disruption yourself.

    ii. Call Security.

    iii. Write up the nature of the incident as in item 1d.

3. <u>Prevention of Disruptive Behavior</u>

a. Use Freshman Seminar and/or Orientation to heighten student awareness of appropriate behavior.

b. Security Officers must be present and highly visible during all shifts in all College buildings.

c. Administrators, faculty, staff and students trained in conflict resolution should be available to assist in resolving issues.

d. Enforce the Student Code of Conduct Rules.