

## Did You Know . . .

### Unattended Children and Children on Campus

Unattended children are not allowed at any College location any time. Children are not permitted in classes. Students with business to be transacted at a College office should supervise their children at all times. College personnel are not allowed to supervise unattended children on campus.

### Disruptive Behavior

Disruption and violence have no place in education. It is imperative that the College provide an atmosphere conducive to learning, which enables the faculty to teach and permits students to engage in advancement of knowledge, free from external pressure, interferences, and disturbances. **Sleeping in class, belligerent attitude, ignoring instructor's directions, (e.g. not participating in class group activities), and talking at inappropriate times may be considered disruptive behavior and could result in the instructor requesting the student's removal from the class roll.**

### Academic Integrity

Violations of the academic integrity are purposefully divided into two distinct categories: (1) Basic violations (which result in academic sanctions) and (2) Capital violations (which result in academic sanctions and/or disciplinary action).

**"Basic" Violations of Academic Integrity** shall include, but are not limited to:

- Consultation of textbooks, library materials, or notes in examination where such materials are not to be used during the test;
- Use of "crib sheets" or other hidden notes in such an examination;
- Looking at another student's test paper to copy strategies or answers or allowing another to do so;
- Possessing a confederate supply of questions or answers for any assignment or examination;
- Having a person other than the one duly registered and taking the course stand in at an examination or any other graded activity;
- Deliberate falsification of any graded activity;
- Collaboration with others except where such collaboration is permitted or encouraged;
- Submission of previously-graded work for a new assignment (without instructor's consent);
- Use (either in part or whole) of documents obtained from internet sources designed to encourage dishonesty and which are not the immediate result of the student's own academic effort;
- Continuing work on an examination or assignment after the allocated time has elapsed; and/or
- Plagiarism (in any form) defined as taking of another person's intellectual work and using it as one's own
- Use of any unauthorized electronic device.

### **"Capital" Violations of Academic Integrity**

Violations of academic integrity which occur in the context of other violations (which may or may not be subject to disciplinary or criminal charges) are considered "capital" offenses against academic integrity. As such, these cases shall be considered on the totality of the evidence, and primarily as academic offenses. Examples of such violations include, but are not limited to, the following:

- Committing an act of academic dishonesty in collaboration with another;
- Attempting to gain unfair academic advantage for oneself or another by bribery or by any act of offering, giving, receiving, or soliciting anything of value to another for such purpose;
- Changing or altering grades or other official educational records;
- Obtaining or providing to another an unadministered test or answers to an unadministered test;
- Gaining unauthorized access into a building or office for the purpose of obtaining any course related information or examination; and/or
- Repeated acts of basic violations of academic integrity.

**(Student) Cell Phone and Pager Usage.** . . . *"based on the inevitable distraction they produce". . .*

**Policy:** Cell phone and pager usage must be conducted outside Temple College's classrooms, labs, testing, and library areas.

**Students are directed to turn off cell phones and beepers or set them on mute or use a motion alarm when in any of the instructional areas specified above.** Failure to comply with recommended usage policies may result in a recommendation for disciplinary action by the appropriate college official including, but not limited to the department chair, division director, vice president of educational services, disciplinary committee, or designee.

**Faculty:** **Faculty and Staff members retain the right to designate parameters of acceptable use,** to make such usage rules available to students, and to appropriately warn students who are at risk for violation of this policy and/or subject to referral for disciplinary action.

**URL for Student Handbook:** [http://www.templejc.edu/student\\_info/pdf/sthb09-10.pdf](http://www.templejc.edu/student_info/pdf/sthb09-10.pdf)

The handbook can also be accessed at the [Temple College home page \(www.templejc.edu\)](http://www.templejc.edu) by clicking on **Student Services**, scrolling down to **Publications**, and clicking on **Student Handbook**.