



Student Discipline Policy and Procedures

Miami University has a clearly defined Code of student Conduct. A copy of the Code of Student Conduct can be obtained from the Office of Student Affairs or on line at http://www.units.muohio.edu/saf/hja/judicialaffairs/documents/Code_of_Conduct_web.pdf.

Using good judgment should be the rule of thumb in handling issues of student misconduct, especially those of a threatening or potentially dangerous, highly disruptive nature. Only you can determine your level of involvement and/or intervention. What follows now is the Campus set of procedures that should be used by all faculty, staff and student employees.

Procedures

1. All student-related infractions should be reported to Campus Security (73333) and/ or the Middletown Police (911 or 425-7700). The severity of the infraction should deter who is called initially. The reports, depending upon the urgency and/or severity can be verbal or in writing. Those giving verbal reports will also be asked to file a written report within 24 hours. The Office of Student Affairs, located at 135 Johnston Hall (73233) will maintain a file of all records.
2. Faculty or staff made to feel uncomfortable with student behavior in class or during student conferences, should consult with their coordinator, supervisor, or chair for assistance with future encounters with the student, or, if immediate action is warranted, (a) ask the student to leave class or their office or, (b) contact the appropriate security authorities immediately, if the situation is severe or if the student refuses to leave. Faculty may ask a student to leave class if they are being disruptive but unless a grievance procedure is instituted, may not exclude them from returning to subsequent class meetings. If disruptive behavior recurs, the faculty or staff member should institute disciplinary actions by consulting with the Associate Dean for Student Affairs.
3. The Associate Dean for Student Affairs will contact all parties involved and/or named in the report. When necessary, Campus Security will be asked by the Associate Dean for Student Affairs to contact a student when he/she is on campus.
4. After a review of the reports and conversations, with all parties involved, a decision will be made by the Associate Dean for Student Affairs. When necessary, the Associate Dean for Student Affairs will prepare a written complaint with the appropriate documentation and forward it to the Office of Judicial Affairs in Oxford.