



SECURITY OPERATIONS
& SYSTEMS

Mid Michigan College
**Student Code of Conduct
Policy, 2023-24**

midmich.edu/safety-security

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Mid Michigan College

Code of Student Conduct

Mid Michigan College endeavors to provide educational and community leadership that enhances the learning experiences of its students, staff, and college community. To this end, the College is obligated to provide its students with a socially unhindered and secure environment. The student, in turn, is expected to adhere to standards and responsibilities toward other members of the Mid Michigan College population. The most important of these responsibilities is to refrain from interfering with the rights and accountabilities of others to teach, learn, and effectively manage the institution. Students are required to engage in responsible social and academic conduct that reflects positively upon the College and models good citizenship in the community. Students are expected to act in an accountable manner that promotes the learning environment of the College. Conduct violations that disrupt the College environment are not tolerated and are addressed assertively.

The three forms of misconduct subject to disciplinary action are:

1. Violations of civil/criminal law
2. Disruption of the educational process
3. Violation of College rules, regulations and policies

The Student Code of Conduct applies to all Mid locations including off campus sites, internships, online learning communities controlled by the College, studies abroad, club and athletic events, and at any College-sponsored activity or event. Off-campus behavior that may adversely affect the College and/or the pursuit of its objectives may also be considered violations of this Code.

Article I: Definitions

- The term **College** denotes Mid Michigan College.
- The term **student** includes all persons taking courses full or part-time at the College, whether for credit or non-credit. **Student** also includes persons who withdraw from College after allegedly violating the Student Code; those who are not officially enrolled for a particular term but who have a continuing relationship with the College; or those who have been notified of their acceptance for admission even though they are not currently enrolled in this institution.
- The term **faculty member** means any person hired by the College to conduct classroom or teaching activities or who is otherwise considered by the College to be a member of its faculty.
- The term **College official** includes any person employed by the College that is performing assigned administrative or professional responsibilities.
- The term **member of the College community** includes any person who is a student, College official, faculty member, visitor to the College, or any other person employed by the College.
- The term **College premises** includes all land, buildings, facilities, and other property in possession of or owned, used, or controlled by the College (including adjacent streets and sidewalks), and online learning communities controlled by the College.
- The term **organization** refers to any number of students/student groups who have complied with the formal requirements for College recognition/registration.
- The term **Director of Student Conduct** denotes a person or persons authorized by the Vice President of Student Services to determine whether a student has violated the Student Code of Conduct and to recommend sanctions that may be imposed when a violation has occurred.
- The Director of Student Conduct is responsible for the administration and oversight of the Student Code of Conduct.

- The Office of Student Conduct is:
 - Authorized to investigate violations of the Student Code of Conduct
 - To render final decisions and impose sanctions
- The Vice President of Student Services is responsible for selecting members to serve on the Investigation Committee and the Appellate Board.
- The term **Appellate Board** is any person or persons allocated by the Vice President of Student Services to consider the appeal of a decision made by a member of the Office of Student Conduct. The Appellate Board will be selected from the Mid Cares (Formerly Behavioral Intervention Team BIT) members pool of trained individuals utilized for their appeals process.
- **Disciplinary Records** is a term referring to documentation of any student's code violations, assessed sanctions, and the completion of any said sanctions. Disciplinary records are maintained separately from the student's academic record but are part of the student's educational record.
- The term **shall** is used in the imperative sense.
- The term **may** is used in the permissive sense.
- The term **policy** refers to the written regulations of the College as found in but not limited to: the Student Code of Conduct; the College's Campus Non-Discrimination, Harassment and Sexual Misconduct Policy; Title IX Sexual Harassment Policy; Alcohol and Other Drug Policy; Smoking and Weapons Policies; the College Webpage and Computer Use Policy; the College Catalog.
- The term **Academic Dishonesty** includes, but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) use of resources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) the acquisition, without permission, of tests or other academic material belonging to a member of the College faculty or staff (4) engaging in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion.
- The term **plagiarism** includes but is not limited to, the use of the published or unpublished work of another person, by paraphrase or direct quotation, without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.
- The term **Complainant** refers to any student, faculty, staff or college vendor that submits a charge, alleging a Student Code violation. When a student believes that they have been a victim of another student's misconduct, said student will have the same rights under this Student Code of Conduct as are provided to the Complainant even if the charge was submitted by another College community member.
- The term **Alleged** or **Respondent** denotes any student accused of violating this Student Code of Conduct.

Article II: Student Code of Conduct Authority

The Director of Student Conduct, under the direction of the Vice President of Student Services, shall develop policies for the oversight of the student conduct system and procedural rules that shall be followed during an investigation and through the final determination and sanction phase. These sanctions are consistent with provisions of the Student Code of Conduct. These policies work in concert with the policies of the Board of Trustees.

Decisions made by the Director of Student Conduct and/or Vice President of Student Services shall be final, pending the appeal process as described in this Student Code of Conduct.

Article III: Proscribed Conduct

Jurisdiction of the College Student Code

The College Student Code of Conduct shall apply to any conduct that occurs on College premises or at College sponsored activities, and also addresses off-campus conduct that could adversely affect the College Community and/or the pursuit of its objectives. Each student is responsible for their conduct from the time of acceptance to the College through their academic life, even though the conduct may have commenced before classes began or after classes ended. In the event that a student withdraws from classes, the Student Code of Conduct shall continue if a disciplinary matter is pending. The Director of Student Conduct, in alliance with the Vice President of Student Services, shall decide on a case-by-case basis whether the Student Code of Conduct shall be enforced when the conduct occurs off campus.

Conduct—Rules and Regulations

Any student found to have committed or to have attempted to commit the following misconduct is subject to the disciplinary sanctions outlined in Article IV:

- Acts of dishonesty, including but not limited to the following:
 - Cheating, plagiarism, or other forms of academic dishonesty
 - Furnishing false information to any College official, faculty member, or Office
 - Forgery, alteration, or misuse of any College document, record, or instrument of identification
- Disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other College activities including public service functions on or off campus; other authorized non-College activities when the conduct occurs on College-owned property.
- Physical abuse, verbal abuse, bullying, intimidation, stalking, threats and/or other conduct which threatens or endangers the health or safety of any person.
- Any acts of bullying when such acts repeatedly and intentionally cause hurt or harm to another person or group of people who feel helpless to respond.
- Any acts of discrimination, harassment, sexual misconduct, dating violence, domestic violence, stalking, coercion, or any other acts that violate the College's [Campus Non-Discrimination, Harassment, and Sexual Misconduct policy](#), or the [Title IX Sexual Harassment Policy](#). The contact information for the College's Title IX/Civil Rights Coordinator is listed within each of these policies and is also available on the College's [Title IX/Civil Rights webpage](#).
- Attempted or actual theft of and/or damage to property of the College or the property of a member of the College community; other personal or public property, on or off campus.
- Hazing, defined as an act which endangers the mental or physical health or safety of a student; act which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or condition for, continued membership in a group or organization. The express or implied consent of the victim will not be a defense. Apathy or acquiescence in the presence of hazing are not neutral acts; they are violations of this ruling.
- Failure to comply with directions of College officials or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
- Unauthorized possession, duplication or use of keys to any College premises; unauthorized entry to, or use of, College premises. Violation of any College policy, rule, or regulation published in hard copy or available electronically on the College website.
- Violation of the Mid Smoking and Tobacco Use Policy, which states: To promote the health and

well-being of its students, faculty and staff and to reduce involuntary exposure to secondhand smoke, smoking and/or the use of any tobacco products, vapor or e-cigarettes is prohibited within or outside of all facilities, and on grounds that are owned, leased or operated by Mid Michigan College. Smoking is allowed *inside* of personal vehicles.

- Violation of any federal, state or local law.
- Use possession, manufacturing, or distribution of Cannabis, heroin, narcotics, or other controlled substances except as expressly permitted by law. Cannabis, although legal in Michigan, is not allowed on the College premises.
- Public intoxication or use, possession, manufacturing, or distribution of alcoholic beverages (except as expressly permitted by College regulations). Alcoholic beverages may not, in any circumstance, be possessed, consumed by, or distributed to any person under twenty-one (21) years of age. Behavior must also comply with provisions of the [Alcohol and Other Drug Policy and Prevention Program](#) .
- Possession of firearms, explosives, other weapons, or dangerous chemicals on College premises or the use of any such item, even if legally possessed, in a manner that harms, threatens or causes fear to others.
- Participating in an on or off-campus demonstration, riot or activity that disrupts the normal operations of the College and/or infringes on the rights of other members of the College community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.
- Obstruction of the free flow of pedestrian or vehicular traffic on College premises or at College sponsored or supervised functions.
- Conduct that is disorderly, lewd, or indecent; breach of peace; aiding, abetting, or procuring another person to breach the peace on College premises or at functions, sponsored by or participated in, by the College or members of the academic community.
- Disorderly Conduct includes but is not limited to any unauthorized use of electronic or other devices to make an audio or video recording of another person while on College premises (without his/her prior knowledge or without his/her effective consent) when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom.
- Theft or other abuse of computer facilities and resources, including but not limited to:
 - Unauthorized entry into a file to use, read, change the contents, or any other purpose
 - Unauthorized transfer of a file
 - Use of another individual's identification and/or password
 - Use of computing facilities and resources to interfere with the work of another student, faculty member or College Official
 - Use of computing facilities and resources to send obscene or abusive messages
 - Use of computing facilities and resources to interfere with normal operation of the College computing system
 - Use of computing facilities and resources in violation of copyright laws
 - Any violation of the College Computer Use Policy
- Abuse of the Student Conduct System, including but not limited to:
 - Failure to obey a notice from the Director of Student Conduct or College official to appear for a meeting or participate in the College's Conduct process as it relates to the Student Conduct System
 - Falsification, distortion, or misrepresentation of information to the Office of Student Conduct
 - Disruption or interference with the orderly conduct of the Office of Student Conduct's

investigation and/or proceeding

- Initiating a proceeding of the student conduct code in bad faith
- Attempting to discourage an individual's proper participating in, or use of, the Student Conduct System
- Attempting to influence the impartiality of a member of the Director of Student Conduct prior to, and/or during the course of an investigation or proceeding
- Harassment (verbal or physical) and/or intimidation of a member of the Office of Student Conduct prior to, during, and/or after a Student Code of Conduct proceeding
- Failure to comply with the sanction(s) imposed under the Student Code of Conduct
- Influencing or attempting to influence another person to commit an abuse of the Student Conduct System

Children on Campus Policy

- The college environment is not well-suited for the presence of young children. Generally, bringing children to Campus is discouraged. However, should circumstances arise that necessitate a child being brought to Campus, the following expectations will be enforced:
 - Children must be with a responsible adult (parent/guardian), which means at the adult's side
 - Children are not permitted in classrooms, laboratories, testing centers or other areas of instruction
 - Children must remain quiet, controlled, and non-disruptive
 - Failure to comply with the above restrictions may result in a directive for the adult and the child to leave campus; continued incidents may result in further disciplinary action against the adult student.

Violation of Law and College Discipline

College disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both criminal law and the Student Code of Conduct (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. At the discretion of the Vice President of Student Services, proceedings may be carried out prior to, simultaneously with, or following a civil or criminal proceeding off-campus. Determinations made or sanctions imposed under the Student Code of Conduct shall not be subject to change because criminal charges arising out of the same facts were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

When a student is charged by federal, state, or local authorities with a violation of law, the College will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense is also being processed under the Student Code of Conduct, the College may notify off-campus authorities of the existence of our violation and how such matters are typically handled within the College community. The College will attempt to cooperate with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators (provided that the conditions do not conflict with campus rules or sanctions). Individual students and other members of the College community, acting in their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

Article IV: Student Conduct Code Procedures

Charges and Office of Student Conduct Investigation/Proceeding Process

Prior to reporting a concern, complaint, or grievance, the College encourages communication between the parties, when feasible. Certainly, the College understands that in some instances, communication may be uncomfortable or inappropriate (examples such as bullying, acts of sexual misconduct, harassment, etc.) or could diminish altogether and require intervention.

As a general rule, dispute resolutions will be available in two formats: the informal/mediation resolution and the formal/administrative investigation. The preponderance of the evidence standard is used for determination. The brief description below is only intended to provide an overview. For a full description and understanding of the process, individuals should refer to whichever Policy is being referenced.

Any member of the College community may file a complaint against a student for violations of the Student Code of Conduct. A complaint should be submitted through the online reporting system (Maxient) or prepared in writing and directed to the Office of Student Conduct. Any complaint should be submitted as soon as possible after the event occurs. Reports can be submitted using the online report forms located on the [Mid Cares webpage](#). Reports submitted through the online system are monitored by the Security Operations and Systems Coordinator and routed to the proper College Official. These Officials are as follows:

Conduct related issues

Ryan Harkrader

Director of Student Conduct/Athletic Director

Mt. Pleasant Campus: 2600 S. Summerton Rd., Mt. Pleasant, MI 48858

Harrison Campus: 1375 S. Clare Ave., Harrison, MI 48625

(989) 773-6622 x548 | rharkrader@midmich.edu

Wellness Concerns

Amy Campbell

Director of Counseling and Wellness Services

Mt. Pleasant Campus: 2600 S. Summerton Rd., Mt. Pleasant, MI 48858

Harrison Campus: 1375 S. Clare Ave., Harrison, MI 48625

(989) 386-6622 x256 | aacampbell@midmich.edu

Title IX, Civil Rights, Discrimination, Harassment and Sexual Misconduct Issues

Martricia (Tricia) Farrell

Director of College Compliance & Ethics, Title IX/Civil Rights Coordinator

1375 S. Clare Ave, Harrison, MI 48625 | Office: Business Services & Payroll, Room 205

2600 S. Summerton Rd., Mt. Pleasant, MI 48858 | Office: Center for Liberal Arts & Business, Room 168C

(located inside Library and Learning Services)

(989) 386-6622 x394 | mfarrell@midmich.edu

Informal/Mediation Resolution

An informal/mediation resolution is available under most circumstances, except for certain allegations of sexual violence (please refer to the College's Title IX Sexual Harassment and Campus Non-Discrimination, Harassment and Sexual Misconduct Policies). An informal process is available when it is deemed appropriate and suggested by the individual/investigator and the involved parties agree. The individual/investigator assigned to the Case will work with the parties to reach a resolution that will end the misconduct, prevent reoccurrence, and remedy its effects for the victim and/or the College. Minor sanctions may be imposed.

Formal/Administrative Resolution

A formal/administration resolution encompasses opening an investigation where the Parties involved are interviewed and afforded the opportunity to share their account of the events. The Parties are asked to provide any supporting documentation and note any witnesses that should be interviewed. All exculpatory (evidence that tends to justify or show a person's lack of involvement in an act) and inculpatory (evidence that tends to show a person's involvement in an act) evidence will be considered and using the preponderance of the evidence standard (more likely than not), a determination and finding will be rendered.

The Investigator will promptly meet with the Complainant to obtain all of the necessary and relevant information, including a detailed description of the incident(s) and the identity of any witnesses. Any person(s) against whom a complaint is made will be notified of the complaint and will have the opportunity to respond to the allegations and present any/all relevant information including witness statements or other evidence.

An investigation through the Office of Student Conduct shall be conducted and will follow the general procedure below:

- Alleged violation received
- The alleged violation will be routed to and evaluated by the Director of Student Conduct. If the violation is assessed to be in violation of the Title IX Sexual Harassment Policy, the matter will be forwarded to the Title IX Coordinator in the Office of Compliance and Ethics
- If the violation is a matter of conduct, an investigator will be assigned (who may be the Director of Student Conduct); a preliminary investigation may be necessary and interim measures may be implemented
- Initial intake by the Investigator will include a brief meeting with the reporting party and/or the Complainant
- The Investigator will notify the Alleged, in writing (e-mail is an acceptable method of delivery), of the Complaint/Report and will outline the charge(s) and provide a link to the College Code of Conduct containing information on the items below:
 - ✓ Respondent/Alleged Rights
 - ✓ Information regarding possible sanctions that could be issued, should the Alleged be found responsible using the preponderance of evidence (or more likely than not standard)
 - ✓ An outline of the Administrative Model/Conduct Process, as well as next steps
- The Investigator will meet with the Complainant, Alleged and any witnesses. This policy and the administrative model will be reviewed with the individuals involved. All Parties will be afforded the opportunity to share their version of events and request other witnesses.
- The Investigator will prepare the preliminary Case Summary and will send a copy to the Alleged and possibly the Complainant, for review; e-mail is an acceptable method of delivery.

- The Alleged will have five (5) days to prepare a written rebuttal to the information in the preliminary Case Summary and/or address any additional information, facts or witnesses that were unavailable during the investigation but could have a potential effect on the outcome of the case.
- The Investigator will consider any additional information and will conduct any additional interviews and/or investigations, as necessary. A committee may be convened, if the violation warrants it, to review the facts of the allegation and to render a decision.
- In an informal investigation, the Director of Student Conduct would serve as the Investigator and will prepare a Final Case Resolution which will include their findings, rationale, and proposed sanctions.
- In a formal investigation, where a committee was not convened, the Director of Student Conduct will serve as the Investigator and the Vice President of Student Services would serve as the Decision-Maker to render a case decision. Once a decision is rendered, the Director of Student Conduct would issue sanctions and provide any follow-up as a result of said sanctions.
- A final determination letter with the Case Resolution will be sent to the Alleged (depending on the circumstances, a copy may be provided to the Complainant as well) along with Appeal information; e-mail is an acceptable method of delivery.
This Determination will endeavor to end the misconduct, prevent reoccurrence, and remedy its effects for the victim and/or the College. Sanctions may be imposed.

Appropriate documentation of the complaint and the investigation will be maintained by the Investigator and will be disclosed to others on a need-to-know basis consistent with state and federal law.

Sanctions

Upon a determination of responsibility, the following sanctions may be imposed upon any student found to have violated the Student Code of Conduct:

- Warning—A written notice to the student that the student is violating or has violated institutional regulations
- No Contact – A notice that a student or students are not to approach or speak to each other or have contact using phone, email, text, social media, or third-party individuals; violation of the No Contact Order can result in further sanctions
- No Trespass- A notice that a student is prohibited from entering certain areas of college property; students are prohibited from any of Mid's locations that deliver educational course content or host Mid sponsored activities or events; this includes all college buildings, grounds, parking lots, roads and walkways. Violation of a No Trespass may constitute criminal trespass under Michigan Law and the College would have the authority to contact law enforcement
- Probation—a written reprimand for violation of specified regulations; Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student violates any institutional regulation(s) during the probationary period
- Loss of Privileges—Denial of specified privileges for a designated period of time
- Fines—previously established and published fines may be imposed
- Restitution—Compensation for loss, damage, or injury; this may take the form of appropriate service and/or monetary or material replacement
- Referral/Assessment – Students may be required to arrange external assessment, counseling or treatment programs and release any results to the College; continued enrollment may be dependent on the results of such referrals
- Contract – A student may be required to refrain from (or to perform) specific activities; continued enrollment may be dependent on reports of success in meeting the stated criteria

- Discretionary Sanctions—Work assignments, essays, service to the College, or other related discretionary assignments; for academic matters such as plagiarism or academic dishonesty, sanctions may include, but are not limited to, failure of the course, failure of the assignment, or resubmission of work
- Suspension—Separation of the student from the College for a definite period of time after which the student is eligible to return; conditions for readmission may be specified
- Expulsion—Permanent separation of the student from the College
- Revocation of Admission and/or Degree—Admission to, or a degree awarded from, the College may be revoked for fraud, misrepresentation, or other violation of College standards in obtaining the degree or other serious violations committed by a student prior to graduation
- Withholding Degree or Transcript —The College may withhold awarding an otherwise earned degree or fulfilling a transcript request until the completion of the process stated in this Student Code of Conduct; this includes the completion of all sanctions imposed, if any

More than one of the sanctions listed above may be imposed for any single violation

Other than College expulsion, revocation or withholding a degree, disciplinary sanctions shall not be made part of the student's permanent academic record but shall become part of the student's disciplinary record. Upon application to and approval by the Vice President of Student Services, the student's disciplinary record may be expunged of disciplinary actions (other than suspension, expulsion, revocation or withholding of a degree).

In situations involving both an Alleged Student(s)/group or organization and a student(s) claiming to be the victim of another student's conduct, any sanction and process records shall be considered to be a part of the education records of both the Alleged Student(s) and the student(s) claiming to be the victim. The educational career and chances of success in the academic community of each may be impacted.

The following sanctions may be imposed upon groups or organizations:

- Any sanction listed above
- Loss of selected rights and privileges for a specified period of time
- Deactivation; loss of all privileges, including College recognition for a specified period of time; possibly permanent Interim Suspension

In certain circumstances, the Office of Student Conduct, in collaboration with the Vice President of Student Services, may impose a College suspension prior to the investigation and/or final outcome.

Interim suspension may be imposed:

- To ensure the safety and well-being of members of the College community or preservation of College property
- To ensure the student's own physical or emotional safety and/or wellbeing
- If the student poses an ongoing threat of disruption to, or interference with, the normal operations of the College

The student should be notified in writing of this action and the reasons for the suspension; the notice should include the time, date, and place of a subsequent Hearing at which time, the student may show cause why his or her continued presence on the campus does not constitute a threat. During the interim suspension, a student shall be denied access to the campus (including classes) and/or all other College activities or privileges for which the student might otherwise be eligible as determined appropriate by the Vice President of Student Services; the interim suspension does not replace the regular process which shall proceed on the normal schedule up to and through a Final Determination.

Appeals

If an individual is dissatisfied with the determination or finding, they may retain the right to an Appeal and should refer to the policy under which the action was submitted. The original findings and sanctions are acknowledged to be reasonable and appropriately determined. Therefore, the only grounds for appeal are:

- If a procedural (or substantive) error occurred that significantly impacted the outcome of the hearing (e.g., substantiated bias, material deviation from established procedures, etc.)
- To consider new evidence that was unavailable during the original hearing or investigation and could substantially impact the original finding or sanction; a summary of this new evidence and its potential bearing must be included
- The sanctions imposed are substantially disproportionate to the severity of the violation; post-investigation sanctions that are imposed can be appealed by either party

The Complainant or Alleged may file an appeal with the Appellate Board. The petition must be filed within five (5) business days of receiving the written Final Determination. Any party that files an appeal must do so, in writing (e-mail is an acceptable method of delivery) to the Director of Student Conduct. Other parties will be notified that an Appeal has been filed and forwarded to the Appellate Board for consideration. Within fifteen (15) business days, the Appellate Board will determine if the request is timely and has merit; an Appeal decision will be rendered by the Board within an additional fifteen (15) business days.

Confidentiality

To the extent possible, the College will make reasonable and appropriate efforts to ensure the privacy of individuals who submit a report, complaint or grievance. The College will endeavor to protect confidentiality when conducting an informal or formal investigation and resolving the matter except as otherwise required by law. In matters where there is a Complainant and Respondent, the Complainant's name will be disclosed to the Respondent. If a Complainant insists that their name not be disclosed to the Respondent, the College's ability to respond to the matter may be limited.

Retaliation

All members of the College community have the right to file a good faith complaint or grievance and participate in an informal or formal procedure without the fear of retaliation. Retaliation includes, but is not limited to: intimidation, threats, harassment, or any other adverse action that is threatened or taken against the person that participates in a dispute resolution under this or any other policy. Any person found to have retaliated against another for participating in a dispute resolution will be in violation of College Policy and subject to disciplinary actions, up to and including, dismissal/termination.

Article V: Interpretation and Revision

Any question of interpretation or application of the Student Code of Conduct shall be directed to the Vice President of Student Services or his or her designee for final determination.

The Student Code of Conduct shall be reviewed each year under the administration of the Vice President of Student Services.

Article VI: Contact Information

Campus Security

Campus security is provided through contracted services. Coverage is generally provided from 7am to

10pm Monday through Thursday and from 7am to 5pm on Friday during the traditional academic terms. Summer hours may vary.

Reports of any suspicious acts (criminal or otherwise) which threaten a person, damage property or result in harmful implication should be reported to Campus Security. Campus Security contact information is as follows:

Harrison Campus Security
Safety and Security Office - 139
(989) 339-4204 | security@midmich.edu

Mt. Pleasant Campus Security
Room 146- Center for Student Services
(989) 339-7323 | security@midmich.edu

Security services include addressing reports of crime and or disruptive behavior, escort services, lost and found, campus surveillance and property patrol, parking enforcement, emergency assistance, and can provide general campus information/direction, and Mid policy enforcement.

Office of Student Wellness and Conduct

Matthew Miller
Vice President of Student Services
Mt. Pleasant Campus: 2600 S. Summerton Rd., Mt. Pleasant, MI 48858
Harrison Campus: 1375 S. Clare Ave., Harrison, MI 48625
(989) 386-6600 | mmiller@midmich.edu

Conduct related issues

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Harrison Campus: 1375 S. Clare Ave., Harrison, MI 48625
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Wellness Concerns

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Title IX, Civil Rights, Discrimination, Harassment and Sexual Misconduct Issues

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1375 S. Clare Ave, Harrison, MI 48625 | Office: Business Services & Payroll, Room 205
2600 S. Summerton Rd., Mt. Pleasant, MI 48858 | Office: Center for Liberal Arts & Business, Room 168C
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(989) 386-6622 x394 | mfarrell@midmich.edu

Article VII. Mid Policies, Resources and Reporting Procedures Referenced

Campus Safety

The College, through publication of its [Annual Security Report](#) (ASR), provides information on policies, procedures, and initiatives surrounding safety and security. The Report is designed to provide the campus community with timely, accurate and complete information about the safety of our campuses and any reported crime so that individuals can make informed decisions on how to keep themselves safe. The Report includes crime statistics for the previous three years in/on campus property, on public property within or immediately adjacent to college owned buildings, and on any properties that are frequented by students that are owned or otherwise controlled by the College but are not immediately adjacent to Campus property. The ASR contains information on current policies and measures that are implemented to create a safe and secure environment of learning for the Mid community. The Annual Security Report is published by October 1 of each year and is available for review on [Safety and Security webpage](#).

Smoke and Tobacco

To promote the health and well-being of our students, faculty, staff, and to reduce involuntary exposure to secondhand smoke, smoking and/or the use of any tobacco or cannabis products, vapor or e-cigarettes is prohibited within or outside of all facilities and grounds that are owned, leased or operated by the College. This includes the use of these products outside of any vehicle. No designated areas are provided by the College for smoking. Students, faculty, staff and visitors may smoke and/or use tobacco products, vapor or e-cigarettes **in** their personal vehicles when attending class, working, or visiting any Mid campus location.

Alcohol and Other Drug Policy and Prevention Programming

Mid prohibits the use, possession, consumption, sale, distribution, and unlawful manufacture of illegal drugs, narcotics or controlled substances on Mid's campuses, while conducting College business or as part of College sponsored activities or events. Alcohol is prohibited on campus except when a written Exception Request is submitted for consideration and is approved by Mid's Board of Trustees. It is the responsibility of each student and employee to be familiar with the provisions of this policy and also the State of Michigan laws as they pertain to drug and alcohol use and abuse. This Policy places responsibility for individual and group conduct on the individuals who use drugs and consume alcohol. Using drugs and drinking alcoholic beverages are not excuses for irresponsible behavior. Individuals and groups are held accountable for their behavior whether or not they have consumed drugs or alcohol.

Michigan law prohibits the dispensing, selling or supplying of drugs or alcohol to any person under the age of 21. Students, employees and visitors to the College may not unlawfully manufacture, consume, possess, sell, distribute, transfer or be under the influence of alcohol, illicit drugs, or a controlled substance on College property, at College-related activities or events, while driving a College vehicle or while otherwise engaged in College business. College property includes all buildings and land owned, leased, or used by the College; motor vehicles operated by employees, including personal motor vehicles when used in connection with work performance on behalf of the College.

Any person taking prescription drugs or over-the-counter medication is individually responsible for ensuring that while taking the drug or medication, they are not a safety risk to themselves or others while on College property, at College-related activities or events, while driving a College or privately owned vehicle while engaged in College business. It is illegal to misuse prescribed drugs contrary to the prescription; give or sell the prescribed drug(s) to another person.

The most recent version of the College's [Alcohol and Other Drug Policy and Prevention Program](#) is available on the College's website.

Discrimination, Harassment and Sexual Misconduct

Mid strives to provide an environment where individual's rights are protected from all forms of discrimination, harassment and sexual misconduct, which includes acts of sexual violence, sexual assault, sexual harassment, dating violence, domestic violence, sexual exploitation, and stalking.

Members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. Mid prohibits any acts of discrimination, harassment, and sexual misconduct, including acts of dating violence, domestic violence, sexual assault and stalking. Mid's [Title IX Sexual Harassment Policy](#) and the [Campus Non-Discrimination, Harassment and Sexual Misconduct Policy](#) reiterates these principles and provides recourse for those individuals whose rights have been violated. The Policies define community expectations in the workplace, classroom, college facilities, and in other off-campus sponsored activities and events. The Policies establish a standard for determining when expectations have been breached and outline how the College will respond.

Confidential Resources and Support

The College encourages individuals who have experienced acts of criminal or sexual violence to report the conduct to the College's Title IX Coordinator, Campus Security, or local law enforcement. However, the College understands that there are many barriers to reporting, both individual and societal. Not every individual will choose to make a formal report but still may need someone to speak with in confidentiality who is not required to report the incident to the College's Title IX Coordinator. For such individuals, the College offers limited Counseling through the Office of Counseling and Wellness Services.

The Director of Counseling and Wellness Services is a professional counselor and is subject to legal confidentiality. This prohibits the release of information without an individual's express consent, except as required by law. If someone makes a report of criminal or sexual violence to the College's confidential resource, the individual will be provided with options and information on the steps of submitting a voluntary, confidential report to the Clery Compliance Officer. This Report permits the Clery Compliance Officer to determine if the incident should be reported among the crime statistics in the Annual Security Report. Personal information is NOT disclosed in the crime statistics.

Information on Mid's Counseling and Wellness Services may be obtained by contacting:

Amy Campbell

Director of Counseling and Wellness Services

Mt. Pleasant Campus: 2600 S. Summerton Rd., Mt. Pleasant, MI 48858

Harrison Campus: 1375 S. Clare Ave., Harrison, MI 48625

(989) 773-6622 x256 | aacampbell@midmich.edu

As counseling services are limited the College realizes the importance of having community references readily available. A list of external resources is housed on the website, entitled [Community Assistance Resources](#).

Additionally, the College has assembled [Commonly Asked Questions and Answers](#) for survivors of sexual misconduct which is available on the College's [Title IX and Civil Rights webpage](#).

Reporting Options

Mid encourages prompt reporting of any crime, conduct issues, wellness concern, acts of discrimination, harassment and sexual misconduct, or any other policy violation. Reports can be submitted using the online report forms located on the [Mid Cares webpage](#). Reports submitted through the online system are monitored by the Security Operations and Systems Coordinator and routed to the proper College Official.