

2025-2026 Dean College Code of Student Conduct

Maintained by the Office of Community Standards

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Introduction and Mission

The Office of Community Standards works to support the College's educational mission and individual students, as they explore newly acquired freedoms within a college community that promotes mutual respect, civility, and personal responsibility. An integral part of this work includes education on, and reinforcement of, the institution's *Code of Student Conduct*. This document governs student behavior and outlines the accountability process that has been established to address allegations of student misconduct. Students who may be *in violation* of the College's *Code of Student Conduct* receive individualized follow-up, care, and attention in the interest of retention and overall student success, although serious or repeated violations may result in a student's separation from the College. Thoughtful intervention is intended to help students reflect on their decision-making processes and modify behaviors that might otherwise jeopardize one's ability to reach personal, professional, and academic goals. It is our hope that the information contained in this document will serve as a roadmap for students to become educated global citizens.

In choosing to enroll at Dean College, students agree to abide by all College policies, procedures, rules, and requirements including, but not limited to, those outlined in this document, as well as all local, state, and federal laws. The College retains the right, in its sole discretion, to revise, in whole or any part, the provisions of this document, to change or delete any existing rule, policy or procedure or add any new rules, policies or procedures at any time and without notice. Any changes implemented by the College are effective when made, unless specified otherwise. This document is not a complete statement of rules, regulations, policies, or procedures, nor does it contain a complete list of programs, services, or policies. Students are expected to familiarize themselves with this document throughout their time at the institution.

Authority and Jurisdiction

Please note that any behavior or activity which may constitute a violation of the College's [Sexual Misconduct Policy and Procedures](#) shall be addressed according to [that published document](#).

The Director of Community Standards (also referred to as the "Director"), in consultation with the Associate Vice President of Student Life and Dean of Students (also referred to as the "DOS"), is vested with authority over student conduct matters and manages the Community Standards process. References to the "Director" or "DOS" in this document also includes any designee or authorized representative acting on their behalf. The Director determines if a complaint or a report of alleged misconduct will be investigated and/or adjudicated. The Director may also appoint other community members or outside third parties to serve as investigative, hearing and/or appellate officers.

The *Code of Student Conduct* governs student behavior that occurs on college property and/or during any College-sponsored programs, events, or activities, on or off campus or in remote format (e.g., study abroad activities). It also governs student behavior that occurs in any manner or media (e.g. online, email, social media, other electronic means) as well as behavior that occurs off campus when such conduct may have, or has had, an adverse impact on the College, the larger Franklin community, any current or future individual community member, and/or the College's reputation. The terms and conditions outlined herein also apply to any/all Registered Student Club/Organization.

Rules of evidence ordinarily found in legal proceedings are not applied, nor shall deviations from prescribed procedures necessarily invalidate a decision, unless significant prejudice to a student or the College may result. When appropriate, the College may also refer matters to law enforcement authorities for investigation and/or prosecution. A student may be subject to college conduct proceedings, facilitated concurrently with a criminal investigation or prosecution. The College's conduct process is independent of, and not bound by, any criminal proceeding(s) and/or outcome(s).

Accommodations for Students with Disabilities

Students seeking an accommodation must contact the [Office of Accessibility Services](#). It is the student's sole responsibility to provide written notice to the Director of Community Standards as soon as possible, should they intend to consult with the Office of Accessibility Services regarding their participation in the Community Standards process. Failing to provide such notice does not prevent the Community Standards process from proceeding in accordance with established procedures/timelines.

Advisors

A respondent and/or complainant may have a single advisor with them at an Administrative Hearing. In all matters, other than those involving allegations of sexual misconduct, an advisor must be a Dean College student or employee that plays no other role in the matter (e.g., incident witness). The role of an advisor is limited. In matters other than those involving allegations of sexual misconduct, an advisor is not permitted to address a decision-making body or otherwise communicate in any manner on behalf of a student. Rather, an advisor may support a student and offer discrete consultation. Violations of these guidelines may result in an advisor being removed from the Community Standards proceeding. Regarding the role of advisors in matters involving allegations of sexual misconduct, please see the College's [Sexual Misconduct Policy and Procedures](#).

Definitions

The following definitions aim to promote a more thorough understanding of the College's *Code of Student Conduct*. This is not an exhaustive list of all terms referenced or defined in this document that might require interpretation or clarification.

1. **"Appellate body"** means person or persons authorized by the DOS to conduct a review of a Community Standards decision, in accordance with the prescribed appellate process.
2. **"Business Day"** means any day the College is open, Monday – Friday between 8:30am-5pm.
3. **"Community Standards administrator"** is a college official (student or employee) trained and authorized to facilitate a Community Standards proceeding, impose sanctions, review an appeal, and/or affect other remedies as appropriate. This term is used interchangeably with "hearing officer."
4. **"Complainant"** means any person who may have been subject to another student's misconduct. If the complainant is a Dean College student, that student will have the same rights as the respondent. If there is no student complainant, the College may serve as the complainant.
5. **"Reporting Party"** is a person who reports an allegation of student misconduct.
6. **"Respondent"** is any student alleged to have violated the College's Community Standards.
7. **"Student"** is any individual enrolled in (or who submits an enrollment deposit for) any College course, up to, and including, the moment a degree is conferred.
8. **"Witness"** is any individual who has or may have relevant information relating to an incident. Character witnesses and character testimonies are not part of the Community Standards process.

Disciplinary Record Retention and Disclosure

Disciplinary records maintained by the Office of Community Standards are considered student education records and are governed by the Family Educational Rights and Privacy Act of 1974 (FERPA). These records are disclosed only as permitted or required by law. As a general practice, the College requires written permission from a current or former student to share any educational record with any third person or entity. However, such records may be shared without written permission in certain circumstances such as disclosure to other school officials who have a legitimate educational interest, disclosure to another institution where the student seeks/intends to enroll, and/or disclosure in response to a subpoena/court order. The College retains student disciplinary records for a period of seven years following a student's departure from the institution.

External third parties such as institutions of higher education and professional schools for which a current or former Dean College student is seeking admission often request Dean Certifications. Such certifications may also be referred to as common application college reports, certifications, transfer college reports, character reference forms, and background check forms. Typically, because the institution's disciplinary process is intended to be educational rather than punitive, it is the College's practice to comment on a student's disciplinary history only if there is a record of *College Suspension* or *College Dismissal*. Records of *College Probation* may be disclosed to internal Dean College campus partners with legitimate educational interests. For the purposes of Dean Certifications, the College ordinarily does not comment on questions related to student character or fitness. Student disciplinary records, including allegations of student misconduct and/or open/pending matters, may be disclosed without a student's consent to any college official with a legitimate educational interest. Such officials may include administrative, supervisory, academic or student support personnel.

Hearing Recordings

Selected proceedings (not private deliberations) may be recorded for sanctioning and/or appellate purposes. Recordings, notes, and all materials related to a case are, and remain, the sole property of the College. Participants are prohibited from making their own recordings and/or duplicating (or attempting to duplicate) any recording. An appellant may request to review an audio recording by contacting the Director in writing. The review must take place on college property and is available only to the appellant and their advisor during an appellate window.

Institutional Action While Criminal Charges Are Pending

When a student is arrested, or is otherwise subject to criminal charges, the student is required immediately to report this information to the Office of Community Standards. Students may be accountable both to civil authorities and to the College for acts that violate the law or the College's Community Standards or other College policy, rule, or regulation. Disciplinary action at the College may proceed while criminal proceedings are pending and is not subject to challenge on the ground that criminal charges involving the same incident have been dismissed or reduced. In addition, the College may place a student on an interim suspension in certain circumstances if the College chooses to defer disciplinary action pending the resolution of a criminal complaint.

Interim Restrictions

Certain incidents may warrant restricting a student from activities or privileges pending the formal resolution of a disciplinary matter. Students may be restricted from campus housing, or other college property, activities, athletic participation, or privileges. The DOS may communicate notification of interim restrictions verbally and via written correspondence. In addition to campus email, the college may also deliver notice by hand or certified mail to the address on record with the college. Failure, or refusal, to take receipt of notification does not negate or postpone the restriction(s). Appropriate College authorities are notified of the interim action and altered privileges shall remain in effect until a final decision has been made regarding pending complaints or until the DOS determines that the reason for imposing the restriction no longer exists. Non-compliance with an interim restriction may result in the immediate imposition of an interim suspension, dismissal, or other sanction.

Interim Suspensions

The DOS, the Director, or their designated representatives may suspend a student from the College and/or from College housing on an interim basis where the reported conduct or other circumstances may pose a threat to the health, safety or well-being of one or more members of the College community (including the respondent) or a student poses a substantial threat of disruption or interference with the operations of the College.

An interim suspension may be communicated to a student by the DOS verbally, before being provided in writing. Interim suspensions may be effective immediately. Written notification shall be provided by email, and either be hand-delivered or sent by certified mail to the address on record with the College. Failure or refusal to take receipt of notification does not negate or postpone the interim suspension. The appropriate College authorities shall be notified of the interim suspension. In the case of interim suspensions imposed because of criminal charges, the suspension may remain in effect until the matter is resolved through a criminal law process. The DOS or Director may review an interim suspension and adjust the restriction based upon other relevant facts and circumstances, as determined in their sole discretion.

Interpretation

The purpose of publishing the *Code of Student Conduct* is to give students general notice of prohibited behavior. They are not written with the specificity of a criminal statute. Any question of interpretation regarding these disciplinary procedures shall be referred to the Director of Community Standards for consideration.

Modification of Community Standards Procedures

The College retains the right to determine, in its sole discretion, if it will address a report of misconduct outside of these procedures when the safety of the College community is at risk, if the material facts are undisputed, if there are extenuating circumstances involving any party, or if the DOS or Director, in consultation with appropriate administrators, determines it is otherwise in the best interest of the College and/or the community to do so. The Director, or their designee, may modify the procedures after taking into consideration the support and privacy needs of the parties and/or other potential hearing participants. This may include, but is not limited to, alteration of the hearing room, use of multiple rooms, video-conferencing equipment, or other electronic means. The timely resolution of allegations that surface at specific points in the academic year (e.g., summer and winter intercessions, shortly before the end of classes and/or commencement exercises) may also require modification of otherwise normal practices.

No-Contact Directive

A No-Contact Directive may be imposed where it is determined that a student poses a potential threat to another, to maintain general order on campus, and/or to prevent escalation of an existing conflict. It does not, on its own, indicate that a violation of college policy has occurred and does not constitute an admission of responsibility. These directives are generally reciprocal, specific to persons and/or locations, and prohibit students from having any direct or indirect contact with one another and/or with any number of individuals under any circumstances (e.g., e-mail, mail, telephone, instant message, in-person, in writing or via any contact through a third party, etc.). A No-Contact Directive may be imposed regardless of whether a Community Standards matter is pending. Failure to comply with the terms of a No-Contact Directive constitutes may result in an interim removal from campus property and/or *College Suspension* or *College Dismissal*.

Parents/Guardians and Attorneys

Ordinarily, only procedural questions are discussed with a parent and/or legal guardian while a Community Standards matter is pending. All questions or concerns (written or verbal) from one or more individuals acting in the capacity of an attorney are referred to the College's Legal Counsel. All substantive questions, concerns, or comments concerning student discipline, as well as any written correspondence, including the filing of an appeal, must come directly from the student(s) involved. Except in cases involving allegations of sexual misconduct, attorneys may not attend any student meeting that concerns the Office of Community Standards. Parent(s) and/or legal guardian(s) may not attend any student meeting while a Community Standards matter is pending, during the timeframe

where an appeal may be submitted, or while an appeal is pending. At the discretion of the DOS, the Director, or designated Community Standards administrator, disciplinary findings and sanctions may be shared with the student's parent(s) or guardian, and/or other appropriate College officials in compliance with FERPA.

Privacy

No participating individual should discuss incident details or case documentation outside of an authorized Community Standards proceeding or related meeting. Actions that are deemed to be inconsistent with this expectation may constitute a subsequent violation and/or be treated as grounds for removal from a proceeding.

Standard of Proof

The standard, or basis, for findings refers to the standard of proof that is used to assess if a student is *"in violation"* or *"not in violation"* of the College's *Code of Student Conduct*. The basis for findings used during Community Standards proceedings is a preponderance of the evidence or "more likely than not" standard. This standard requires determination of whether it is more likely than not that a fact exists or a violation occurred. Please note that the preponderance of the evidence standard is not the standard used for criminal culpability in most jurisdictions ("beyond a reasonable doubt") and is different from "clear and convincing" evidence.

Withdrawal of Complaints

A complainant may request in writing to the Director that a complaint be withdrawn. The request shall be measured against the interests of the larger College community. If it is appropriate that the matter proceed, the College reserves the right to assume the role of the complainant.

Withdrawal and Readmission

Information regarding student leaves and withdrawals is detailed in the College catalog. In the event a student voluntarily withdraws from the College while a Community Standards matter is pending, the appropriate academic dean will be notified. The Academic Dean's Office will be informed that the student shall not be permitted to re-enroll until the matter has been resolved. In such circumstances, requests for readmission are reviewed and handled at the sole discretion of the DOS. In cases when a student has withdrawn from the College with administrative charges pending, the Dean's Clearance form will indicate: *Withdrawn with disciplinary charges pending*.

REFERRALS AND RESOLUTION OPTIONS

Any individual may make a complaint and/or submit a referral alleging student misconduct. Individuals may utilize an [online referral form](#) and/or may contact the Office of Community Standards directly to make a referral via phone or in-person. A referral should, at a minimum, include the following information:

- The name(s) of the involved student(s), including any witnesses.
- A detailed statement explaining the nature and circumstances of the incident.
- The name and contact information of the individual(s) submitting the referral.

The Director retains sole discretion to determine the appropriate resolution venue unless otherwise indicated. The DOS retains discretionary responsibility for handling cases outside the usual procedures where such action is appropriate to maintain the orderly processes of the College.

Students are strongly encouraged to participate in the Community Standards process. If a student chooses not to participate, the designated Community Standards administrator and/or resolution body may proceed and determine findings and/or sanctions without the student's input.

Investigative Meeting

Investigative meetings allow for additional fact-finding and/or points of clarification from one or more individuals believed to have direct knowledge of one or more incidents under review. Notice of an investigative meeting does not constitute formal notice of administrative charges. It is not necessarily an indication that the interviewee is alleged to have violated the College's *Code of Student Conduct*.

Notification of Administrative Charges, Findings and Sanctions

Students alleged to have violated the College's *Code of Student Conduct* will receive written notification (primary delivery is via email) of the following:

- Incident date, location (if known) and brief incident description.
- Alleged Community Standards violation(s)
- Resolution venue, date, time, and location

Resolution Venues and Outcomes

1. Administrative Hearing: One or more Community Standards administrators determine administrative findings, unless a respondent chooses to waive their right to a hearing by acknowledging that their conduct constituted one or more specific violations.

2. Alternate Dispute Resolution: In certain instances, the Director may permit disputing parties to resolve a pending matter via informal means (e.g., mediation or restorative justice conference). All parties must be amenable to such a process. Resolution is achieved when all parties involved are in mutual agreement that the matter has been satisfactorily addressed. Appropriate documentation supporting the resolution may include a letter from the Director to involved parties outlining the agreed-upon terms. Formal proceedings may be initiated at any time, at the Director's discretion.

Possible outcomes, regardless of resolution venue, include the following:

- A case is held for further review or for the designation of a different resolution venue.
- One or more administrative charges are withdrawn, and a case may be closed.
- A determination is made as to whether a student is "in violation," or "not in violation," as it relates to each administrative charge outlined. If one or more violations occur, a separate determination is made as to what the appropriate administrative sanction(s), if any, will be.

Community Standards Hearing Procedures

A respondent or complainant may meet with the Director prior to a hearing, to review any procedural questions or information serving as the basis of the allegation(s). As a general practice, case materials may be made available for inspection to respondents, complainants, and hearing officers, upon written request to the Director. If any of these three parties believes that a hearing officer or other decision-maker has a potential conflict of interest or bias for/against any party, they must immediately notify the Director in writing. Hearing officers have final authority on all procedural matters during the hearing, determine the relevance of information or questions submitted during the hearing, decide whether witnesses are permitted into the hearing and may remove disruptive parties. Hearing officers exercise control over the proceedings, to avoid needless consumption of time and to achieve orderly completion of the hearing. Hearing officers may pause the hearing at any time and may consult with the Director regarding procedural matters at any time.

Determination of Sanctions

The sanction determination process involves a review of factors such as the nature of the violation(s), any mitigating and/or aggravating factors, precedent regarding institutional response to such violations, and any existing respondent disciplinary history. Final written notification of all findings/sanctions is provided once the sanctioning determination process is complete.

ADMINISTRATIVE SANCTIONS

If there is one or more finding of *in violation*, students can expect the assignment of a status sanction, which may include one or more of the following:

1. **College Warning:** Formal notice that one or more behavior constitutes a violation and that any additional violations may result in further institutional action.
2. **Residence Hall Probation:** Marks a specific timeframe (typically a semester's length of time, measured in sixteen calendar weeks) during which a residential student must demonstrate their willingness and ability to comply with the College's Community Standards. Any violations during this period may result in the student's removal and ban from all College housing for a specified timeframe.
3. **Deferred College Probation:** Any further violations may result in financial assessments, a loss of specific privileges and *College Probation*.
4. **College Probation:** A period in which a student is expected to modify problematic behavior and demonstrate a positive contribution to the college community. Depending on the stipulations specified in their decision letter, the student may apply for a review of their probationary status. A comprehensive review of the request will determine if the probationary status is lifted or if it shall continue. This decision is final and not subject to appeal. Future violations, regardless of their nature and/or severity, may result in *College Suspension* or *College Dismissal*.
5. **College Suspension:** Prohibits a student from being present on college property or at any College-sponsored program, activity, or event (whether in person or remote in any manner or media) for a specified period. Students who are suspended forfeit the credits of the semester within which the suspension is effective and must complete all assigned sanctions prior to petitioning for re-enrollment.
6. **College Dismissal:** Permanent separation from the College.

The following sanctions, among others, may also be assigned.

Alcohol and/or Drug Education: Students may be required to complete an educational assignment related to alcohol and/or other drug use. This may include an online course, in-person workshops or off-campus counseling.

Loss of Privilege(s): The restriction of privileges such as hosting guests, residence hall visitation, co-curricular involvement, ability to access campus or other College resources, etc. This may also include restricting participation in events such as Senior Days and Commencement-related activities.

Fines and/or Restitution: Compensation for disruption, loss, damage, or injury. This may take the form of appropriate service, monetary, or material replacement.

Educational Project: Research and/or reflective exercise designed to help the student reflect on the incident and its impact.

Administrative Relocation: Required relocation from one on-campus residence hall room and/or building to another.

Residence Hall Removal and/or Cancellation of Housing Agreement: Partial (e.g., weekends) or complete revocation of all residence hall privileges (residency and/or visitation).

APPEALS

A Community Standards appeal shall be submitted in writing within five business days of the date noted on a student's decision letter. Except as required to explain the basis of new information, an appeal shall be limited to a review of the existing case file. Any available audio recording shall be made available to the appellate body for review as necessary. The review shall be for one or more of the following purposes:

- a. To determine whether the Community Standards process was facilitated in conformity with prescribed procedures, giving the complainant a reasonable opportunity to prepare and to present information that the College's Community Standards were violated, and giving the respondent a reasonable opportunity to prepare and to present a response to those allegations. An appeal under this ground must set forth that the lack of conformity materially prejudiced the Party requesting the appeal.
- b. To determine whether the sanction(s) imposed were appropriate for the violation(s) of the College's Community Standards of which the student was determined to be "in violation."
- c. To consider newly discovered material information, sufficient to alter a finding or sanction, or other relevant facts not brought out in the original conference and/or hearing, because such information and/or facts were not known to the person appealing at the time of the original conference and/or hearing.

The appellate officer may grant an appeal and refer the matter to the original decision-making body for a re-opening of the proceedings and a reconsideration of the original determinations, or the appellate body may alter any finding and/or sanction directly. If an appeal is denied, the matter is considered final and binding upon all.

PROHIBITED BEHAVIOR

Students shall abide by all College policies, procedures, rules, and requirements including, but not limited to, those outlined in this document, as well as all federal, state, and local laws. The Director shall make the final determination on what constitutes a potential violation of the College's Community Standards and shall establish the specific violation(s) as appropriate. The following list of behaviors (attempted or actual, whether in person or committed in another manner or media) illustrate the types of acts that constitute violations. Although the list is extensive, it should not be regarded as all-inclusive.

1. Abuse of the Code of Student Conduct includes, but is not limited to:

- Disruption or interference with the orderly conduct of any Community Standards proceeding.
- Falsification, distortion, or misrepresentation of information during a Community Standards proceeding.
- Discouraging, intimidating, and/or retaliating against any individual because of their good-faith participation in, or use of, any Community Standards proceeding.
- Failure to comply with an interim measure and/or assigned sanction.

2. Alcohol and Other Drugs: Students are expected to comply with all federal, state, and local laws regarding the possession, use, and distribution of alcohol, controlled substances, and prescription medication. Local police may be contacted when evidence of illegal drugs is discovered. Violators may be subject to both criminal penalties and institutional action. Examples of violations include:

- Possession and/or use of alcohol and/or related paraphernalia (e.g. shot glasses and empty alcohol containers) by a person under the age of twenty-one.
- Providing, serving, or distributing alcohol to one or more persons under the age of twenty-one.
- Hosting an alcohol gathering at which one or more persons under the age of twenty-one are present and/or are consuming alcohol.
- Possession of an open container of alcohol by a person over the age of twenty-one, except in alcohol-approved residence rooms and at designated 21+ college-sponsored activities/events. *Open containers and/or consumption of alcohol in public areas (hallways, bathrooms, lounges, outside) by any student is prohibited.*
- Possession of any alcoholic beverage with 80% or higher alcohol by volume.
- Possession of common source alcohol containers (keg, punch bowl, etc.).
- Items used, or intended for use, in any drinking game or activity that promotes the rapid consumption of alcohol. This includes items such as beer funnels and “beer pong” tables. As it relates to the interpretation of this policy, “water pong” shall be considered a drinking game when alcohol is also present.
- Operating a motor vehicle and/or an electric transportation device (electric scooter/bike) under the influence of alcohol or other drugs.
- Possession, use, sales or distribution of all forms of cannabis¹, other controlled substances or related paraphernalia (e.g. cannabis vapes, carts, pens, bowls or bongs). This includes any prescription medication not prescribed to a student and/or used in a manner not prescribed.

3. Arson and/or Unauthorized Fires: The setting of, or participation in, unauthorized fires on or off campus. This includes, but is not limited to, creating or causing a bonfire, burning, or charring any items including, but not limited to, paper, trash, bulletin boards, posters, etc. It also includes creating any open flame in any College building at any time.

4. Complicity: Being present during the planning or implementation of, or otherwise assisting with, a violation of policy, rule, or requirement. Students who anticipate, or observe, a violation are expected to remove themselves from association or participation and are encouraged to report the incident.

5. Disorderly or Disruptive Behavior: Participating in, or inciting others to participate in any conduct that has the purpose, or effect, of disrupting any College activity or program or any aspect of the learning, living, and working environment at the College.

¹ Although Massachusetts has decriminalized the possession and use of small amounts of marijuana in certain circumstances, the use, possession, and distribution of marijuana remains a violation of federal law and College policy.

6. Endangering Behavior: Conduct that knowingly or unknowingly threatens or endangers the health and safety of any person, including oneself, or otherwise jeopardizes the proper functioning of the College. This includes, but is not limited to, reckless operation of a motor vehicle, hosting a gathering that is overcrowded and/or without safe and/or reasonable means of access and egress, accessing roofs, balconies, or other areas deemed to be unsafe about the campus. This also includes the possession/use of any bike, scooter, rollerblade, or skateboard inside any College building.

7. Failure to Comply: Uncooperative behavior, and/or failure to comply with the directives of, College officials, government officials or law enforcement personnel acting in the performance of their duties. This includes knowingly providing incomplete information, failing to identify oneself and/or refusing to respond to a college official or failing to adhere to any College mandate or educational requirement.

8. False Information: The possession, and/or providing, of false information, which includes, but is not limited to, the forgery, misrepresentation, unauthorized alteration, and/or duplication of:

- Any college document, electronic record or other document/record.
- Any written, electronic, and/or oral statement provided to a college official.
- Any type of currency or form of identification.

9. Gambling: Placing a wager on the outcome of any Dean College-affiliated athletic event or other college-sponsored activity is prohibited. Students are also responsible for knowing, understanding, and abiding by the Massachusetts laws and regulations pertaining to mobile sports betting.

10. Harming and Harassing Behavior: Includes the true threat of, or actual, physical assault or abuse. This also includes harassing behavior. Harassing behavior is the severe or repeated use of a written, verbal, or electronic expression, or a physical act or gesture, directed at another individual or group of individuals that has the effect of: harming any individual or causing damage to the individual's property; placing any individual in reasonable fear of harm to the individual and/or the individual's property; or infringing on the rights of other College community members to fully participate in the programs, activities, and mission of the College. In determining whether an act constitutes harassing behavior, the College will consider the full context of the behavior(s) and the College's standards regarding speech/expression. Not every act that might be offensive to an individual or a group constitutes harassing behavior or a violation.

11. Hazing: All community members are expected to report incidents of hazing to the Office of Community Standards or Campus Police and Safety. In addition to college policy, Massachusetts law also prohibits hazing. There may be both institutional action and criminal charges in cases where hazing has occurred. Massachusetts General Law Chapter 269, Sections 17-19, states the following:

[Section 17: Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment. The term 'hazing' as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended

deprivation of sleep or rest or extended isolation. Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.

Section 18: Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Failing to report such crime shall be punished by a \$1000 fine.

Section 19: Each institution of secondary education and each public and private institution of post-secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated student groups, teams or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams or organizations. Each group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges, or applicants for membership. It shall be the duty of each such group, team or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgement stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen. Each institution of secondary education and each public or private institution of post-secondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full-time student a copy of this section and sections seventeen and eighteen. Each institution of secondary education and each public or private institution of post-secondary education shall file, at least annually, a report with the board of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The board of higher education and, in the case of secondary institutions, the board of education shall promulgate regulations governing the content and frequency of such reports and shall forthwith report to the attorney general any such institution which fails to make such report.]

12. Misuse of Fire Safety and/or Safety or Security Equipment: Unauthorized use, or misuse, of fire safety and/or other safety and/or security equipment such as cameras, keys, locks, fire extinguishers, fire sprinklers and/or smoke. Smoke detectors must never be covered, removed, blocked, or otherwise tampered with by any means. Intentionally or carelessly triggering, discharging, damaging, and/or tamping with a fire alarm and/or fire extinguisher are serious offenses and constitute a violation of applicable law. Students found in violation face institutional action including *College Suspension* or *College Dismissal*. Students who accidentally trigger a fire alarm or smoke detector (e.g., while cooking) or have knowledge of the cause of an alarm must immediately notify Campus Safety, Franklin Police or Franklin Fire.

13. On-Campus Living Responsibilities: Behavior or activity² constituting a violation of the College's [Housing Terms and Conditions](#).

14. Parking and Traffic: Behavior or activity constituting a violation of the College's [Parking and Traffic regulations](#).

15. Misuse or Damage of Property: Misusing, recklessly or carelessly damaging, vandalizing, destroying, or tampering with college or public property, or the property of any person or business.

16. Retaliation: Behavior that may reasonably be perceived to adversely affect one's educational, living, or work environment, due to one's good faith participation in the reporting, investigation, and/or resolution of an alleged violation and/or discourage a reasonable person from making a report or participating in a college investigation or any other local, state, or federal complaint process. Examples of such conduct include words or actions that constitute harassment, intimidation, threats, violence, or coercion, to the degree that it pressures any individual to participate, not participate, or provide false, incomplete or misleading information to a college official. Retaliation may occur, regardless of whether any underlying violation or institutional action is a factor.

17. Smoking and Other Tobacco Use: Smoking and vaping activities and/or any use of tobacco and tobacco-related products (cigarettes, cigars, pipes, chewing tobacco, hookahs, vaping devices, e-cigarettes, etc.) is limited to designated areas which include:

- Picnic table areas at the corner of the Dean Hall parking lot, between Adams Hall, Horne Hall, and Mitchell House, and adjacent to Jones Hall
- Smokestack at the end of the ramp at Franklin Commons, and
- Designated seating area outside the Campus Center behind Woodward Hall

18. Theft: Attempted or actual theft or misappropriation of college, public and/or personal property or services. This also includes, but is not limited to, possession of stolen property, conspiracy to steal and identity theft.

19. Unauthorized Entry or Access; Unauthorized Use of Identification: The College prohibits:

- Attempted or actual unauthorized entry or presence in buildings, property, or electronic records or enabling or attempting to enable others to do so. This also includes propping doors or other points of ingress/egress.
- Possession/duplication of identification or keys that do not belong to a student.
- Allowing another person to use one's own ID, room key or other credentials for any purpose.
- Using fire safety exits outside of emergencies.

20. Unauthorized Use of Computers, Telecommunications Systems, and/or Electronic Files:

Unauthorized possession, use, access, or duplication of college property or other personal or public property, such as computers, computer systems, services, programs, data, records, files, communication networks and telecommunications systems. This includes posting threatening or harassing materials, recording, posting, or disseminating images, recordings, or photos of another

² In general, room occupants assume a heightened degree of accountability, relative to guests or other non-occupants, for occurrences in their residence hall room at which alcohol and/or other drugs are present. The College reserves the right to consider some, or all, occupants to be in possession of alcohol, other drugs and/or related paraphernalia if the substance/item is in their assigned space, regardless of whether the occupant purchased, obtained, or allowed it in the room.

(either authentic, artificial and/or manipulated, e.g., “deepfake” content) without that individual’s permission. In determining whether an act constitutes harassing behavior, the College will consider the full context of the behavior(s) as well as standards regarding speech/expression. Not every act that might be offensive to an individual or a group constitutes a violation.

21. Violation of Law or Legal Rights: Conduct that violates federal, state or local law or that violates the legal rights of others.

22. Weapons and Other Dangerous Items: Use, possession, manufacturing or distribution of firearms, ammunition, or facsimile of weapons. This includes, but is not limited to, bows, airsoft/BB/paintball guns, martial arts weapons, swords, tasers, pepper sprays with any delivery patterns (stream, fog, foam, gel), drones, slingshots, or other projectile or launching devices. Fireworks, gunpowder, explosives, incendiary devices, dangerous chemicals, knives³, as well as any other item/material deemed dangerous by college officials are also prohibited.

OTHER NOTABLE COLLEGE POLICIES

Academic Dishonesty: Specific acts of academic dishonesty include, but are not limited to, cheating, submitting another person’s work as your own, copying and pasting text without citation, knowingly providing work for another student to submit, and/or any unauthorized use of AI tools, such as ChatGPT. If a faculty member finds that a student has been academically dishonest, the faculty member does the following, ordinarily within five business days of discovery of the incident:

- Administers the appropriate course sanction, including, but not limited to, an official reprimand, a grade sanction on the assignment, and/or an opportunity to revise and resubmit the assignment. A letter documenting the incident, finding, and sanction is also sent to the student.

If a student has been found responsible for academic dishonesty previously, the case will also be referred to the Academic Standards Committee for adjudication and additional sanctions, which may include but are not limited to, failing the course in question, attending a hearing, and/or being suspended from Dean College. Additional campus-wide consequences for academic dishonesty may include, but are not limited to, loss of eligibility for academic honor societies, loss of eligibility for campus honors and awards, and loss of eligibility for student leadership opportunities.

Amnesty Policy: The College recognizes that there may be alcohol or other drug-related safety concerns, medical emergencies, and/or behavioral concerns in which the potential for disciplinary action could act as a deterrent for students who otherwise wish to seek help. The College’s Amnesty Policy allows students and their guests to seek such assistance from college officials including, but not limited to, Campus Safety and Police and/or Residence Life staff, without the consequence of institutional action for violation(s) of the Alcohol and Other Drug Policy.

Only in situations where a good faith report is made to a college official will the Amnesty approach be considered. A student who is medically evaluated for alcohol or other drug use may still be required to have a follow-up meeting with a designated College official. When appropriate, the student’s parents and/or legal guardians may also be contacted. The student may also be:

³ A student may use/possess one, dull-edged, non-serrated table knife (i.e., a butter knife or a dinner knife) as a cooking utensil while in their in private or common-area residence hall kitchen. If the student resides in a residence hall room without a private kitchen, the utensil must be stored in their room and out of plain sight at all times when not in use. The item must be transported to/from the common-area kitchen out of plain sight (e.g. in a bag) at all times.

- Required to complete some type of alcohol and/or drug education.
- Referred to an outside program or counselor for substance abuse evaluation and/or appropriate treatment.

Disciplinary action may still occur when a student has a repeat incident requiring medical assistance and/or when other prohibited behaviors occur (e.g., disorderly behavior, failure to comply, property damage, sexual misconduct).

Campus Demonstrations: Demonstrations may be held on campus so long as they do not disrupt the normal/proper operation of the College or otherwise involve prohibited conduct. For example, demonstrations may not:

- Interfere with the rights of students, employees, trustees or guests of the College,
- Disrupt or obstruct educational and other activities of the College,
- Obstruct or restrict free movement of persons on any part of the College campus,
- Interfere with the proper use of offices or other facilities,
- Endanger the safety of any person at the College,
- Involve harassment, threats, or other prohibited conduct toward individuals or groups,
- Threaten or result in the destruction of property.

Groups or individuals who wish to participate in demonstrations must submit advanced notice to the Dean of Students Office (deanofstudents@dean.edu). The request must include the proposed date, time, and location of the event and the anticipated number of people at the event. The College will insist that all planned demonstrations be peaceful and orderly, conducted in accordance with these guidelines and in areas other than faculty and administrative offices, classrooms, libraries, and study rooms. Students who violate these guidelines may be subject to disciplinary action.

Copyright Infringement: Unauthorized use or distribution of copyrighted material, including unauthorized peer-to-peer digital file sharing/transferring over the internet. Such behaviors may subject students to civil and criminal liabilities including:

- Civil Penalties
 - Damages and Profits: Under Section 504 of the U.S. Copyright Act, the copyright owner may recover actual damages and any profits of the infringer or statutory damages ranging from \$750 to \$30,000 for each infringed work.
 - Willful Infringement: If proven that the infringement was willful, the court may increase statutory damages to \$150,000 per infringed work.
 - Attorney's Fees and Costs: If the work was registered prior to the infringement, Section 505 allows the court to award reasonable attorney's fees and court costs to the copyright holder.
 - Other Remedies: Sections 502 and 503 allow courts to issue orders barring further copies and to seize and destroy unauthorized copies.
- Criminal Penalties: Section 506 of the Copyright Act and Section 2319 of Title 18 of the U.S. Code authorize criminal liability for willfully infringing copyright under the following circumstances: For purposes of commercial advantage or private financial gain; Reproducing or distributing during any 180-day period one or more copies of copyrighted works valued over \$1,000; Distributing a work prepared for commercial distribution via a public computer network, if the infringer knew or should have known the work was intended for commercial distribution.
 - Criminal penalties can include fines and imprisonment for up to five years, with up to ten years for a second or subsequent offense.

Notices and Disclosures: In accordance with the Higher Education Opportunity Act of 2008 (HEOA), all institutions of higher education that receive federal student financial assistance are required to make student consumer information available to all enrolled and prospective students. Notices and Disclosures may be found on the Dean College website, www.dean.edu.

Student Identification Card and Unique Number

All students must maintain, protect, and always carry their college-issued Identification (ID) Card and number, on and off campus. Only the student to whom the card and unique number is issued may use or possess it. Lost or damaged cards should be reported to Campus Police and Safety immediately.

Video Monitoring and Recording: The College uses video cameras to monitor and/or record activity at various locations on and around college property. The College does so to enhance the safety and security of students, staff, and other members of the College community, as well as the safety and security of college property. The College also reserves the right to employ video monitoring and recording for any other lawful purpose.

Some video cameras that the College uses will be open and obvious, but others will not. The College reserves the right to employ covert video cameras or other equipment at such times and places as it deems appropriate under the circumstances. The College's video cameras are not actively monitored, and there is no expectation that officers may be viewing them in real-time to prevent incidents. Any questions concerning the College's use of video monitoring or recording should be directed to Campus Police and Safety.