

DISRUPTIVE CONDUCT POLICY (DCP)

Muhlenberg College expects that its students will treat the community with care and respect and maintain positive relationships with our neighborhood and community partners. Students residing in the surrounding neighborhood both in landlord-owned and MILE properties are expected to be ethical representatives of the standards of Muhlenberg College, know and show respect for College policies, and hold themselves and others accountable for their behavior. Muhlenberg College reserves the right to hold students accountable for violations of the Student Code of Conduct both on and off campus.

Disruptive behavior in the surrounding neighborhood works against these efforts. Students who demonstrate disruptive conduct and are addressed by Campus Safety/Police and/or local police (in addition to Resident Advisors (RAs) for the MILE properties) will be subject to disciplinary proceedings. Whenever possible Campus Safety/Police will provide written notice of the DCP violation allegation to the student resident(s) of the property at the time of the incident. The purpose of this notification is to inform the student(s) of the DCP process and is not considered an admission of responsibility. A copy of the written notice will be attached to the Campus Safety/Police report and provided to the Dean of Students for further consideration. Students may also be held accountable for any fines or citations issued by the City.

Muhlenberg College will maintain a record all DCP violations and disruptive conduct history associated with individual students and specific properties by address until the involved student resident(s) graduate or otherwise separate from the college.

Disruptive Conduct is defined as follows:

"Disruptive Conduct means any form of conduct, action, incident or behavior perpetrated, caused or permitted by any occupant or visitor of a residential unit that is so loud, untimely (as to hour of the day), offensive, riotous, or that otherwise disturbs other persons of reasonable sensibility in their peaceful enjoyment of their premises, or causes damage to said premises such that a report is made to or by a RA, Campus Safety/Police Officer, Police Officer and/or a Public Officer complaining of such conduct, action, incident, or behavior."

Administration of the policy is as follows:

- The Office of Housing and Residence Life, as the office responsible for working with MILE and off campus students, will distribute orientation materials to students who are approved to live in MILE and off campus housing as it pertains to appropriate conduct. This information will be included in either MILE house leases or off campus approval letters. The Office of Housing and Residence Life will also work cooperatively with Campus Safety/Police to maintain a record and history of DCP reports and any resultant sanctions and/or fines to assist with determining how many offenses a property has received during an academic year.
- Students will receive written notification of the allegations and an outline of the College's disciplinary procedures under the Student Code of Conduct. Notices will be sent to the student official Muhlenberg College email address.

- The Dean of Students will hear any appeals requested by students once sanctions and/or fines have been issued. Incident reports will be reviewed for legitimacy and to ensure that procedure has been followed.
- Appeals need to be in writing to the Dean of Students within 7 academic days of the receipt of sanctions and/or fines. The Dean of Students has 7 academic days to review and respond to the appeal via email.

Sanctions and/or Fines:

1. Students who violate the DCP as a “first offense” will:
 - receive a Disciplinary Warning or Disciplinary Probation depending on the nature of the incident;
 - meet with the Director of Housing and Residence Life; and
 - receive 5 mandatory work service hours, per resident, assigned as neighborhood cleanup.
2. Students who violate the DCP as a “second offense” will:
 - receive Disciplinary Probation or extension of Disciplinary Probation;
 - receive a fine of \$100 per person residing at the residence;
 - receive 10 mandatory work service hours, per resident, assigned as neighborhood cleanup;
 - have a registered letter sent to their parent(s); and
 - meet with the Director of Housing and Residence Life and Vice President for Student Affairs to include a conference call with parent(s).
3. Students who violate the DCP as a “third offense” will:
 - receive extension of Disciplinary Probation through graduation;
 - receive a fine of \$300 per person; and
 - lose senior week privileges that will not be appealable.
4. Students who violate the DCP as a “fourth offense” will:
 - be referred to the College’s Hearing Board with the possible sanction of Suspension.

Contact: Director of Campus Safety/Police, 484-664-3112
Director of Housing and Residence Life, 484-664-3180