



CLASSROOM DECORUM

POLICY

The college seeks to promote a teaching and learning environment that encourages appropriate classroom expression, discussion and respectful interactions free from substantial classroom disruptions. Faculty members have the authority and responsibility to effectively manage their classroom environments.

1. Instructors are expected to meet their classes at the scheduled class periods. Classes are to start promptly and continue until the stated time.
2. Instructors shall notify students that they are expected to be in their seats for roll at the scheduled time and that there will be no distracting or disruptive behavior in the classroom. Unprofessional behavior will not be tolerated. Faculty members have the right to dismiss any student who disrupts the learning environment or is disrespectful of the instructor, guest speakers or other students.
3. Eating may be permitted with instructor approval in lecture classrooms only. Food and / or drink is not permitted in laboratory classrooms including anatomy, computer, microbiology, technique and x-ray labs.
4. Instructors shall notify students that they are required to remain in the classroom until class is dismissed.
5. Students are required to sit in their seats, remove hats, and be appropriately dressed and groomed at all times.
6. Instructors may determine the time and manner of student questions and expressions of points of view in the classroom. Instructors should establish, communicate and enforce reasonable rules of classroom behavior and decorum via the class syllabus and class discussion at the outset of the course. Such rules may include and are not limited to:
 - a. Prohibitions on cell phone and e-device use
 - b. Talking during lectures
 - c. Sleeping
 - d. Eating
 - e. Newspaper and magazine reading
 - f. Entering the classroom late without authorization
 - g. Leaving the classroom early without authorization
7. Disruptive behavior is prohibited. Disruptive behavior means conduct that interferes with or obstructs the learning process in an educational setting. Disruptive behavior includes



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conduct that distracts or intimidates others in a manner that interferes with instructional activities, fails to adhere to the instructor's class rules, or interferes with normal college operations.

Students who engage in disruptive behavior may be directed to leave the class for the remainder of the class period. If the student refuses to leave, the instructor may call campus security.

The instructor should communicate with the student as soon as possible after the first incident of disruptive behavior to identify the behavior, review the classroom rules, review this policy and instruct the student on the behavior that is required in the future. The instructor is to document the interaction on the *Checklist for Oral or Written Student Warning*. In addition, the instructor should keep a record of classroom disruption events. Provide written warnings for continued disruptive behavior and forward copies of written warnings or his/her record of disruptive classroom behavior to the vice president for student affairs. Continued disruptive behavior following oral and written warning should be referred to the vice president for student affairs.

8. Students who repeatedly ignore these policies will be referred to the vice president for student affairs for recommended disciplinary action.

Also see:

Policy 8004 – Student Code of Conduct

Policy 8015 – Grievance and Appeal