

# **Sul Ross State University**

## **Office of International Studies**

### **Study Abroad Conduct Code**

Study abroad programs provide students with the opportunity to travel, experience another culture, and earn academic credit. There are specific obligations associated with study abroad programs that students must be aware of:

1. Students participating in an approved study abroad program remain SRSU students while they are abroad. SRSU students abroad take on a dual status as an SRSU student and as a student of their host institution/country.
2. SRSU students abroad are representatives of the University and student misconduct can have a negative impact on SRSU's relationships with partner universities in the host country.
3. For the duration of any program, student conduct abroad is governed by the all of the following: SRSU Student Code of Conduct, this SRSU Study Abroad Conduct Code, the host institution's conduct code, and the host country's laws.
4. Students also have the following obligations:
  - a. to be respectful of the cultural norms and traditions of the host country and to dress, speak and behave according to the local standards of courtesy.
  - b. to notify and seek permission from the SRSU Faculty-Leader (for SRSU Faculty led programs) or Program Director of any extended personal travel plans (away from the group), including travel destinations, expected time of return, and contact information.

Faculty-Leaders or Program Directors may establish additional rules and requirements; students are expected to adhere to all policies of the specific program in which they participate.

Students may be removed from a program for the following:

- Academic dishonesty, including cheating and plagiarism
- Unauthorized absence from classes and/or required program activities
- Use of, or threats of, physical violence
- Self-endangerment, including involvement in activities that could result in personal harm
- Sexual Misconduct (sex-based discrimination, harassment, or gender violence)
- Damage to property, including hotels, residence halls, and facilities of the host institution
- Violating the laws of the host country

- Violating the rules and regulations of the host institution
- Violating the specific rules of the Study Abroad program.
- Disruptive behavior that is incompatible with the harmony of the program.

Title IX is a federal law that prohibits discrimination, harassment and violence on the basis of sex (including gender identity) in any federally funded education program or activity. Sul Ross State University East is committed to complying with Title IX by maintaining a safe and healthy educational and work environment in which no member of the university community is, on the basis of sex, excluded from participation in, denied the benefits of, or subjected to discrimination in any university program or activity. To that end, the University is committed to fostering a community that promotes prompt reporting of all types of sex-based discrimination as well as timely and fair resolution of any allegations of sex-based discrimination.

Prompt reporting is critical in instances where sexual harassment, sexual violence or other forms of sexual misconduct are suspected/alleged. To make a complaint contact the Faculty Leader, On-Site Program Coordinator, Coordinator of International Programs, SRSU Title IX Coordinator, Director of Human Resources Management or any SRSU Faculty or staff member.

The University will take action to address acts of sex-based discrimination, harassment, and violence by members of the SRSU community, identifying clear reporting requirements, investigating all alleged violations of policy, and as appropriate, disciplining members of the community found in violation in the SRSU Student Handbook:

<https://www.sulross.edu/registrar/catalog-and-policies/#1599667336414-3d252adb-af6b>

### **Disciplinary Procedure**

The Faculty-Leader or Program Director is responsible for carrying out the initial investigation of alleged violations of the Study Abroad Conduct Code and SRSU Code of Conduct. The person who witnessed, observed or is aware of the alleged student misconduct should contact the Faculty-Leader or Program Director and report the misconduct.

The Faculty-Leader or Program Director should meet with the person who reported the alleged misconduct and any witnesses. The person accused of the alleged misconduct will have the opportunity to explain what happened at a meeting with the Faculty-Leader or Program Director.

The person accused of the alleged violation must be informed of the nature of the allegations, the policy allegedly violated, and the procedures to be followed.

### **Warning**

A Faculty-Leader or Program Director is authorized to issue a written warning if they determine or witness that a student's behavior is in violation of the Study Abroad Conduct Code. A written warning is an official written notice to the student of the Study Abroad Conduct Code violations and that repeated or additional violations may result in dismissal from the program.

If possible, written warnings should be sent (faxed or e-mailed) to the Office of International Studies. The OIS may distribute this information to other offices on campus, as appropriate.

### **Dismissal**

This sanction removes the student from the study abroad program. The Faculty-Leader or Program Director is authorized to dismiss a student from the program for a serious violation or failure to comply with warnings. The Faculty-Leader or Program Director should issue a written Dismissal Notice to the student, and whenever possible, request his/her/their signature. Completed Dismissal Notices should be sent (faxed or e-mailed) to the Office of International Studies. The OIS may distribute this information to other offices on campus, as appropriate.

### **Appeal**

Necessarily, a student dismissed from an SRSU study abroad program cannot utilize the on-campus disciplinary process but is never the less entitled to due process. A student may appeal the misconduct decision by submitting a written appeal within 48 hours from the time the misconduct decision was communicated. Appeals will be decided by the Vice President for Student Affairs, or his/her designee, in non-academic cases and the Provost/Vice President of Academic Affairs, or his/her designee, for Academic Integrity cases. In situations where the student is appealing a Faculty Leader or Program Director's decision to dismiss the student from the study abroad program, the Faculty Leader or Program Director may ban the student from participating in the program while the appeal is being reviewed.

All appeals must be sent directly to the Office of International Studies; personnel from this office will deliver the request to the respective Vice President for review and a decision will be made within two business days. The Vice President or Provost may request more information from the Faculty Leader or Program Director, the accused student, or any witnesses. The Vice President or Provost may, at his or her discretion, require more than two business days to render a decision.

If the Faculty-Leader or Program Director bans the student from the premises while the appeal is being reviewed, the student will be expected to cover all expenses for accommodations away from the program. The decision by the Vice President or Provost will be sent, in writing, to the Faculty Leader or Program Director, the accused student, and the Office of International Studies. The decision of the Vice President or Provost will be final.

If a student's appeal is approved, he/she/they will be able to resume participation in the program. The student will not be reimbursed for any expenses incurred off-campus while the appeal was under review. If the decision is not overturned, the student will be required to return to the United States at his/her/they own expense.

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_