

SHSON CODE OF CONDUCT POLICY

The School of Nursing is committed to promoting the maintenance of public order and to provide a program for the enforcement thereof.

Regulations and policies governing activities and conduct on the school's campus, clinical sites, and at school-sponsored activities exist to maintain an environment that supports academic and personal growth for all students in the school.

The school requires students, visitors, and guests to adhere to the standards of conduct set forth in the catalog and this *Student Handbook*. Violation is grounds for sanction.

- I. This policy shall govern the conduct of students, faculty and other staff as well as visitors and other licensees and guests on such campus property.
- II. Professional conduct is exhibited in behaviors which reflect personal accountability, values, integrity, responsibility and ethical practices. Professional behaviors include:
 1. Adhering to the ethical and legal tenets of nursing and educational practices.
 2. Maintaining confidentiality and adhering to the tenets of HIPAA and FERPA.
 3. Maintaining boundaries in the nurse/patient relationship or maintaining boundaries in the faculty/student relationship or staff/student relationship.
 4. Complying with school and organization policies.
 5. Using appropriate language.
 6. Adhering to established dress code.
 7. Refraining from behaviors which are counterproductive or injurious to others such as gossip, stereotyping, and bullying.
 8. Wearing a face mask when unable to socially distance.
 9. Adhering to the COVID-19 Prevention Protocol
- III. The following acts are unacceptable and prohibited on the property of the schools:

A violation of School policy occurs when there is evidence of a student having committed actual misconduct, attempting to commit misconduct but not completing the violation (for example, offering to sell illegal substances to an individual who does not buy them or trying to steal an item but stopping or being stopped before removing the item from its location), assisting or convincing another person to commit misconduct, and misconduct or attempted misconduct by a student's guest. Any student found to have committed misconduct including, but not limited to, the following, is subject to the disciplinary sanctions set forth in this document.

1. Acts of dishonesty, including, but not limited to, the following:
 - a. Cheating, plagiarism, or other forms of academic dishonesty.
 - b. Furnishing false information to any School official, faculty member or office.
 - c. Forgery, alteration, or misuse of any School recognized student organization's name, emblem, symbols, facilities, or property.

- d. Tampering with the election of any School recognized student organization.
 - e. Computer theft, unauthorized use of computers or accounts, or allowing others access to an account.
 - f. Illegal or improper use of the School's phone system.
 - g. Forgery, alteration, or misuse of any School document.
2. Disruption or obstruction of teaching, learning, research, administration, disciplinary proceedings, or other SHSON activities, including its public-service functions on or off campus, or other authorized non-school activities, when the act occurs on SHSON premises.
 3. Committing a Sexual Offense, as defined above, and in SHSON's Sexual Offense Policies & Procedures for Students and Employees, available at [SHSON Student Handbook Part B Manual of Sexual Offense Policies & Procedures for Students and Employees.docx](#)
 4. Verbal abuse of any person.
 5. Harassment, whether verbal, written, or otherwise, including, but not limited to, sexual and other harassment.
 6. Actual or threatened conduct that directly or indirectly threatens, endangers, or interferes with the health or safety of any person, or which adversely affects the SHSON community and/or the pursuit of its objectives.
 7. Attempted or actual theft of and/or damage to property or services of SHSON or any other person or entity.
 8. Actual or threatened physical violence, intimidation, or coercion, and other forms of physical abuse.
 9. Hazing, defined as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a person or persons, or involves the forced consumption of liquor, drugs, or other substances, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a 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 is also considered misconduct.
 10. Failure to comply with directions of any SHSON officials, St. Peter's Health Partner's (SPHP) Safety Officers, or law enforcement officers acting in the performance of their duties and/or failure to identify oneself to these persons when requested to do so.
 11. Unauthorized possession, duplication, or use of keys or electronic access cards to any of SHSON premises or unauthorized entry to, or use of, SHSON premises or any other entity.

12. Violation of SHSON or St. Peter's Health Partner's (SPHP) policies, rules or regulations, published in hard copy or available electronically on SHSON's learning management portal (MESA) or on the SPHP intranet including, but not limited to, alcohol and drug policies, tobacco free policy, selling and soliciting policy, parking regulations, library regulations, technology acceptable use policy, and student life policies.
13. Conduct that could be construed to be a violation of federal, state or local law.
14. Use, possession, manufacture or distribution of marijuana, heroin, narcotics, illicit drugs or other controlled substances except as expressly permitted by law. This includes prescription drugs being used or possessed by an individual without a valid prescription for that drug.
15. Use, possession, manufacture, illegal purchase or distribution of drug paraphernalia (such as, but not limited to, pipes, bongs, hookahs and scales), including, but not limited to, all items used for the purpose of preparing, injecting, ingesting, inhaling or otherwise using illegal drugs, or in the illicit use of legal drugs.
16. Use, possession, manufacture, illegal purchase or distribution of alcoholic beverages except as expressly permitted by the law and SHSON or SPHP policies. Alcoholic beverages may not, in any circumstance, be used by, possessed by or distributed to any person under twenty-one (21) years of age. Being below 21 years of age and in the presence of alcohol is prohibited.
17. Conduct which demonstrates public intoxication or signs that indicate the use of alcohol, drugs or other harmful substances.
18. Possession of any firearm, pistol, revolver, rifle, shotgun, assault weapon, stun gun, explosive or incendiary device.
19. Possession of any dangerous instrument, toxic or poisonous substance or chemical other than for use in a supervised academic setting.
20. Any attempt to intentionally or recklessly start a fire or cause an explosion and/or contribute to an unauthorized fire.
21. Falsely reporting an emergency; such as falsely reporting a bomb, fire or other emergency in any building, structure or facility on School or Hospital premises or at any School or Hospital related function by activating a fire alarm or by any other means.
22. Participation in a campus demonstration that disrupts the normal operations of SHSON or the Hospital and infringes on the rights of other members of the School or Hospital community; leading or inciting others to disrupt scheduled and/or normal activities within any campus or Hospital building or area; intentional obstruction which unreasonably interferes with freedom of movement, either pedestrian or vehicular, on campus or the Hospital campus.

23. Obstruction of the free flow of pedestrian or vehicular traffic on SHSON or Hospital premises or at School or Hospital sponsored or supervised functions.
24. Conduct which is disorderly, lewd, indecent, or a breach of the peace (i.e. conduct which is disruptive, disturbing, or offensive to others); or aiding, assisting, or encouraging another person to breach the peace on SHSON or Hospital premises or at functions sponsored by, or participated in by, SHSON, members of the academic community or the Hospital.
25. Engaging in conduct which has the intent to harass, demean, annoy or alarm another person; including, but not limited to: initiating communication via mechanical or electronic means, social network communication, telephone, telegraph, mail, computer, electronic mail or other form of written or pictorial communication, texting, or by making a telephone call or calls whether or not a conversation ensues, with no purpose of legitimate conversation.
26. Unauthorized surveillance, including, but is not limited to, any unauthorized use of electronic or other devices to make an audio or video record of any person while on SHSON or Hospital 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 place where there is a reasonable expectation of privacy.
27. Theft or other abuse of SHSON or SPHP computer or telephone systems or time, including but not limited to:
 - a. Unauthorized file access, to use, read, or change the contents, or for any other purpose.
 - b. Unauthorized transfer of a file.
 - c. Unauthorized use of another individual's identification and password or allowing another person use and/or access to one's SHSON or Hospital account identification or password.
 - d. Use of computing or telephone facilities to interfere with the work of another student, faculty member or SHSON or SPHP employee or official.
 - e. Use of computing or telephone facilities to send obscene, threatening, harassing, or abusive messages.
 - f. Use of computing or telephone facilities to interfere with the normal operation of SHSON or SPHP computing system.
 - g. Use of computer or telephone facilities in any way which could be construed to be in violation of federal or state laws.

- h. Use of computer or telephone facilities in any way which could be construed as copyright infringement.
 - i. Any violation of the SHSON or SPHP Acceptable Use Policy.
28. Abuse of the student conduct system, including but not limited to:
- a. Failure to appear before a Student Conduct Board or Appellate Board or School official if requested, or willful failure or refusal to cooperate as a witness, unless doing so would incriminate oneself; however, this provision does not apply to reporting individuals who choose not to participate in student conduct proceedings regarding Sexual Offenses that they report to SHSON.
 - b. Falsification, distortion, or misrepresentation of information before a Student Conduct Board or Appellate Board.
 - c. Disruption or interference with the orderly conduct of a Student Conduct Code proceeding.
 - d. Initiation of a Student Conduct Code proceeding knowingly without cause.
 - e. Attempting to coerce an individual from proper participation in, or use of, the student conduct system.
 - f. Attempting to influence the impartiality of a member of a Student Conduct Board or Appellate Board prior to, and/or during the course of, a Student Conduct Code proceeding.
 - g. Harassment (verbal or physical) and/or intimidation of a member of a Student Conduct Board or Appellate Board prior to, during, and/or after a Student Conduct Code Hearing.
 - h. Failure to comply with the sanction(s) imposed under the Student Conduct Code.
 - i. Influencing or attempting to influence another person to commit an abuse of the student conduct system.
 - j. Institution of a Student Conduct Code proceeding in bad faith.
29. All gambling or betting activities, with the exception of small, private card or other games, which do not involve monetary bets or involve monetary bets of very small amounts.
30. Failing to engage in responsible social conduct that reflects credit upon the SHSON and SPHP community and to model good citizenship in any community.
31. Acts of complicity: aiding, abetting, attempting, conspiring, hiring, willfully encouraging or being an accessory to any violation of SHSON Code of Conduct.

32. Smoking and the use of any tobacco product is strictly prohibited. SHSON is dedicated to providing a healthy, comfortable, and productive living and work environment for our faculty, staff, administrators, and students; and a healthy, comfortable, and safe environment for our visitors. The Tobacco Free Policy prohibits the use of any and all tobacco products at SHSON facilities or property. For the purpose of this policy, tobacco is defined as any type of tobacco product, including, but not limited to, cigarettes (commercial, handmade or electronic), cigars, cigarettos, pipes, hookas, oral tobacco (spit and spitless, smokeless, chew, snuff), or any other smoking material or device. Furthermore, the smoking is prohibited by law on SPHP Hospital property.
 33. Items and substances used to dispense and ingest alcohol at a rapid manner such as, but not limited to, beer bong, funnels, Jell-O shots, etc. are prohibited. Drinking games and contests such as quarters, beer pong, altered board games etc. are also prohibited even if alcohol is not present. Paraphernalia related to excessive drinking is prohibited including, but not limited to, beer pong tables. The collection and displaying of empty alcohol containers is also not permitted.
 34. Fire extinguishers, alarm systems and conduit, detectors, sprinkler heads, strobes, devices, and exit signs shall not be tampered with or tested by unauthorized persons, nor should anything cover, be attached to, or hung from any piece of fire safety equipment. Students tampering with fire safety equipment are financially responsible for any charges assessed as a result of the tampering.
- IV. Students are held responsible for their conduct at all times. Any student who becomes disorderly, is involved in a disturbance, interferes with the rights of others, damages property, brings the name of the school into disrepute, or is individually or as a member of a group involved in unacceptable social behavior on or off campus shall be subject to disciplinary action.
- V. Students have the right to be free from retaliation. Threats or other forms of intimidation or retribution against a student who files a complaint or grievance, reports a conduct violation, requests an administrative remedy, participates in an investigation, appears as a witness at an administrative conduct hearing, or opposes an unlawful act, discriminatory practice or policy, are prohibited and subject to School disciplinary procedures. Any student who feels that someone has subjected him or her to retaliation as a result of a report or participation in an investigation of a report should contact a Compliance Officer immediately.
- VI. The penalties for violation of rules and regulations shall be as follows, depending on the seriousness of the offense, the offender's record of prior offenses, and such other nondiscriminatory factors as the School of Nursing and the parent organization reasonably shall deem relevant.
- a. Ejection of a violator from such campus and property.
 - b. In the case of a student, faculty, or staff violator, suspension, expulsion, or other appropriate disciplinary action.
 - c. In the case of an organization which authorizes such conduct, rescission of

permission for that organization to operate on campus property.

- d. Such penalties shall be in addition to any penalty pursuant to the penal law or any other law to which a violator or organization may be subject.
- VII. This policy shall be given to all enrolled students during orientation to the program and is reflected in the policies within the Student Handbook.
- VIII. Nothing contained in this policy is intended nor shall it be construed to limit or restrict freedom of speech or peaceful assembly.