



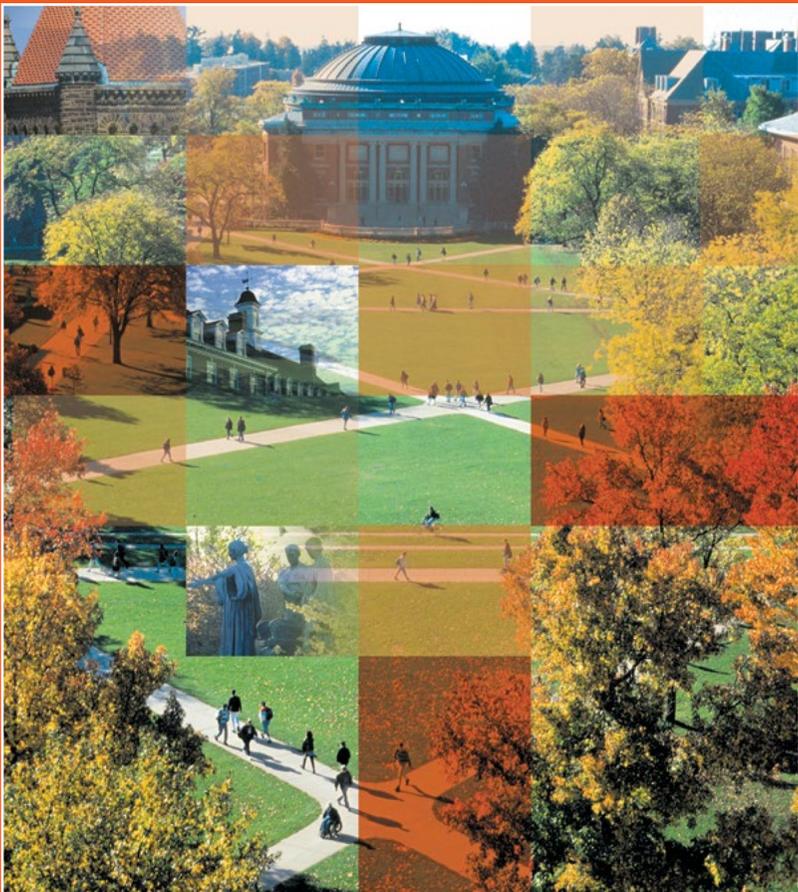
STUDENT CODE

STUDENT RIGHTS AND RESPONSIBILITIES

ARTICLE I

2022-2023

University of Illinois Urbana-Champaign





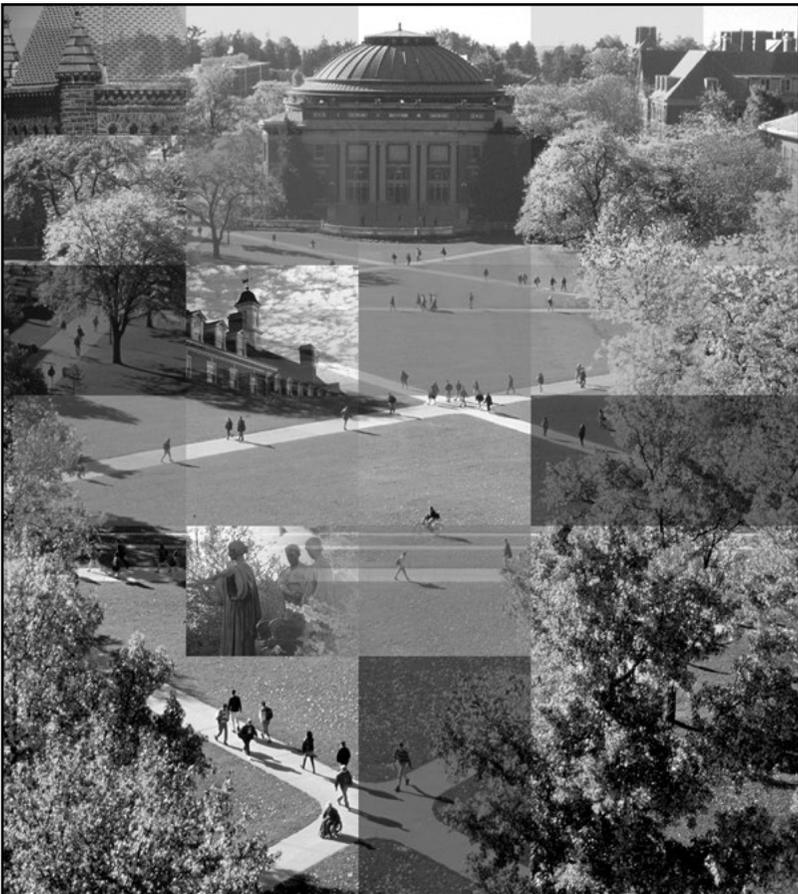
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PREFACE

The Student Code is a collection of rules, regulations, policies, and procedures that apply to, or otherwise directly impact, students at the University of Illinois Urbana-Champaign. Although it is not an exhaustive list of such policies, it is the most expansive list available in a single document. It is divided into three articles:

Article 1 – Student Rights and Responsibilities

Article 2 – General Policies and Regulations

Article 3 – Academic Policies and Regulations

Unless otherwise noted, the rules stated in this Student Code apply to all undergraduate, graduate, and professional students enrolled at the university. All students are expected to review this document, especially Article 1, prior to attending classes so that they may begin their work at Illinois with knowledge both of their rights as students and of their responsibilities as members of the academic community. A printed booklet containing only Article 1 is also available in the Office of the Dean of Students.

The most current version of the Student Code is always available online at studentcode.illinois.edu. The print version may not reflect the most recent changes.

THE CONFERENCE ON CONDUCT GOVERNANCE (CCG)

The CCG is a standing committee of the Urbana-Champaign Senate composed of faculty members, administrators, and students. Its responsibilities are outlined in the Senate Bylaws, which provide in relevant part:

(a) Duties

Legislative Function of the Conference—The Conference is a Senate Committee which, in conjunction with the Chancellor, and with the assistance of the Office of the Dean of Students, shall have the following legislative functions:

- (1) Review and transmit in writing to the Chancellor its approval, disapproval, or modification of standards of conduct (hereafter called "rules") initiated by subcommunities of the campus;
- (2) Initiate and recommend in writing to the Chancellor adoption of additional rules it deems desirable;
- (3) File with the Office of the Dean of Students and with the Clerk of the Senate a notice of such transmittals and recommendations including the text of the rules; and
- (4) Periodically review the conduct governance system and make general recommendations to the Chancellor and the Senate regarding revision of the system. To this end, it may request reports from members of the system.

(b) Authority and Jurisdiction

- (1) Rules filed with the Office of the Dean of Students and with the Clerk of the Senate shall become effective thirty (30) days after filing unless contrary action has been taken by the Chancellor. The Senate may submit its recommendations to the Chancellor with respect to proposed rule changes. To this end, the thirty (30) day period may be extended by the Senate or Senate Executive Committee to ninety (90) days, excluding the period May 16 through August 15.
- (2) The jurisdiction of the Conference shall not extend to (1) rules governing conduct arising within the duties and obligations imposed by the contract of employment and within the scope of the particular duties and responsibilities of the person employed; (2) those rules which are adopted or imposed in the course of the purchase of goods or services; or (3) rules on purely academic matters, including requirements for degrees and standards of academic performance, except that the Conference shall have jurisdiction over academic irregularities such as cheating, plagiarism, falsification of records, or destruction of teaching, research, or library books, documents, or files.

Although not all of the policies and procedures included in the Student Code are within the jurisdiction of the CCG, the CCG works with the Office of the Dean of Students to edit, update, and maintain the Student Code document and website.

PROCEDURE FOR AMENDING THE STUDENT CODE

As outlined previously, CCG is responsible for drafting amendments to the rules set out in the Student Code, subject to final approval by the Chancellor. Proposed amendments come from many sources. For example, CCG itself generates many proposals in exercising its oversight function stated in the Senate Bylaws. Suggested amendments also have come from students, faculty members, and campus academic and administrative units. In addition, the Chancellor, the Dean of Students, and other campus administrators periodically appoint campus task forces to study specific issues and make recommendations that ultimately require amendments to the Student Code.

To propose an amendment to the Student Code, a member of the academic community should first discuss the proposal with the appropriate constituency groups, committees, and departments to collect feedback and recommendations. Then, the proposal author must either complete the online form available at <https://forms.illinois.edu/sec/4131863> or email studentcode@illinois.edu for a document version of the form and written instructions.

The CCG Chair assigns all proposed rule amendments, both internal and external, an agenda item number and schedules each for discussion at one or more regularly scheduled CCG meetings. Many agenda items require significant additional discussion with the proposing party and other members of the campus community who may be affected by the proposed change. If CCG votes to recommend a rule change, the committee will follow the steps outlined above and in the Senate Bylaws.

For all proposed amendments to the Student Code that fall outside of CCG's jurisdiction, the CCG Chair will determine which policy-making body (or bodies) is responsible for the affected section and forward the proposal to that body (or bodies) for discussion. If all responsible bodies approve the proposal, or an amended version thereof, the CCG Chair will then assign the proposal an agenda item number and follow the steps outlined in the previous paragraph. In such cases, the CCG is only empowered to adjust formatting, typography, spelling, etc. to match the current Student Code.

Once a proposed change has been approved by the Chancellor, it is scheduled for inclusion in the Student Code text. Although a change may become effective immediately upon approval, most changes are held until the end of the academic year for inclusion in the following year's Student Code.



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ARTICLE I – STUDENT RIGHTS AND RESPONSIBILITIES

PART I. STUDENT RIGHTS

§ 1-101 Preamble

- (a) A student at the University of Illinois Urbana-Champaign is a member of a university community of which all members have at least the rights and responsibilities common to all citizens, free from institutional censorship; affiliation with the university as a student does not diminish the rights or responsibilities held by a student or any other community member as a citizen of larger communities of the state, the nation, and the world.
- (b) Any rules or regulations considered necessary to govern the interaction of the members of the university community are intended to reflect values that community members must share in common if the purpose of the community to advance education and to enhance the educational development of students is to be fulfilled. These values include the freedom to learn, free and open expression within limits that do not interfere with the rights of others, free and disinterested inquiry, intellectual honesty, sustained and independent search for truth, the exercise of critical judgment, respect for the dignity of others, and personal and institutional openness to constructive change. The following enumeration of rights shall not be construed to deny or disparage other rights retained by these individuals in their capacity as members of the campus community or as citizens of the community at large.

§ 1-102 In the Classroom

The instructor, in the classroom and in conference, should encourage free discussion, inquiry, and expression. Student performance should not be evaluated on opinions or conduct in matters unrelated to academic standards.

- (a) Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.
- (b) Students should have protection through orderly procedures against prejudiced or capricious academic evaluation. At the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled.
- (c) Information about student views, beliefs, and political associations that instructors acquire in the course of their work as instructors, advisers, and counselors should be considered confidential. Protection against improper disclosure is a serious professional obligation. Judgments of ability and character may be provided under appropriate circumstances, normally with the knowledge or consent of the student.
- (d) The instructor is in charge of the orderly conduct of the class and may exclude a student or an auditor who does not comply with a reasonable request in this regard. If the student is registered for the course and if the disruption is repeated or so egregious as to violate other conduct regulations, (usually § 1-302(f)), the instructor, after consultation with the department head or designee and the Director of the Office for Student Conflict Resolution, may exclude the student from the class until such time as the disciplinary matter has been resolved. If the disciplinary matter is resolved in a manner that permits the student to return to class, the instructor, in consultation with the department head and the Director of the Office for Student Conflict Resolution or designee, shall decide whether and to what extent the student will be permitted to make up course work missed while excluded from class.
- (e) Should students feel that their rights as a student have been violated, students may discuss the matter, to the extent possible, with their instructor in the relevant course. If a resolution cannot be reached, students may contact the head of the department in which the course

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is being offered. If further assistance is needed, students may contact the dean's office of the college offering the course. Assistance navigating the process is available through the Student Assistance Center in the Office of the Dean of Students at (217) 333-0050 or helpdean@illinois.edu Monday-Friday between the hours of 8:30 a.m. and 5:00 p.m.

§ I-103 Campus Expression

- (a) Discussion and expression of all views is permitted within the university subject only to requirements for the maintenance of order. Support of any cause by orderly means that are not in violation of law and that do not disrupt the operation of the university nor interfere with the rights of others is permitted.
- (b) Members and organizations in the university community may invite and hear any persons of their own choosing, subject only to reasonable requirements on time, place, and manner for use of university facilities.
- (c) The campus press and media are to be free of censorship. The editors and managers shall not be arbitrarily suspended because of student, faculty, administration, alumni, or community disapproval of editorial policy or content.
- (d) The right of peaceful protest is recognized within the university community. The university retains the right to assure the safety of individuals, the protection of property, and the continuity of the educational process.
- (e) Lawful picketing and other forms of peaceful protest are permitted on university premises except that lawful picketing is permitted only out-of-doors.

§ I-104 Privacy

- (a) Members of the university community have the same rights of privacy as other citizens and surrender none of those rights by becoming members of the academic community. These rights of privacy extend to residence hall living. Nothing in university regulations or contracts shall give university officials authority to consent to a search by police or other government officials of offices assigned or living quarters leased to individuals except in response to a properly executed search warrant or search incident to an arrest.
- (b) When the university seeks access to an office assigned or living quarters leased to an individual to determine compliance with provisions of applicable multiple dwelling unit laws, ordinances, and regulations, or for improvement or repairs, the occupant shall be notified of such action not less than twenty-four hours in advance. There may be entry without notice in emergencies where imminent danger to life, safety, health, or property is reasonably feared and for custodial service.
- (c) The university may not conduct or permit a search of an office assigned or living quarters leased to an individual except in response to a properly executed search warrant or search incident to an arrest.
- (d) The university shall not regulate the social life of students or their organizations except as such regulations may apply to use of university premises, facilities, or premises approved for student residences. Additional regulations for living units may be made by a democratically constituted student government for the unit.
- (e) The university shall not regulate the hours individuals may keep.

§ I-105 Student Records

- (a) The university and its subdivisions should have a carefully considered policy as to the information which should be part of a student's permanent educational record and as to the conditions of its disclosure. To minimize the risk of improper disclosure, academic and disciplinary records are normally separate. (See, however, § 3-704(a).) Access to the student's own records and files is guaranteed to each individual and is subject only to reasonable regulation as to time, place, and supervision.

- (b) Transcripts of academic records should contain only information about academic status and conditions relating to the student's eligibility for continuing registration on this campus. Information from disciplinary or counseling files should not be available to unauthorized persons on campus, or to any person off campus without the express consent of the subject involved, except in cases where the student is not competent to grant such consent. In such cases, information will be made available only where the safety of persons or property is involved. No records should be kept which reflect the political activities or beliefs of students.
- (c) Provisions should also be made for periodic routine destruction of noncurrent disciplinary records. Administrative staff and faculty members should respect confidential information about students which they acquire in the course of their work.
- (d) The records and files of individuals no longer at the university shall continue to be subject to the provisions of this document.

§ I-106 Student Affairs

In student affairs, certain standards must be maintained if the freedom of students is to be preserved.

(a) Freedom of Association

Students bring to the campus a variety of interests previously acquired and develop many new interests as members of the academic community. They should be free to organize and join associations to promote their common interests.

- (1) The membership, policies, and actions of a Registered Organization (RO) and Registered Student Organization (RSO) usually will be determined by the vote of only those persons who hold bona fide membership in the college or university community.
- (2) Affiliation with an extramural organization should not of itself disqualify a student organization from institutional recognition.
- (3) Registered Organizations and Registered Student Organizations are not required to have campus advisors. However, if they chose to have one, each organization should be free to choose its own adviser, and institutional recognition should not be withheld or withdrawn solely because of the inability of a student organization to secure an adviser. Campus advisers may advise organizations in the exercise of responsibility, but they should not have the authority to control the policy of such organizations. University Student Organizations (USO) are required to have a faculty or staff advisor who is a full-time employee of the university. The USO may choose their advisor unless one is assigned to the organization as a part of their responsibilities of employment. The advisor should not have authority to control the policy and activities of the organizations, except as it relates to compliance with university policies.
- (4) The name(s) and address(es) of an agent or agents, and/or officers of a Registered Organization, Registered Student Organization or University Student Organization, are required as a condition of registration.
- (5) Campus organizations, including those affiliated with an extramural organization, shall not discriminate against a member or prospective member on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, disability, sexual orientation including gender identity, unfavorable discharge from the military or status as a protected veteran and will comply with all federal and state nondiscrimination laws, orders and regulations, except as specifically exempted by law.

(b) Freedom of Inquiry and Expression

- (1) Students, Registered Organizations, Registered Student Organizations and University Student Organizations should be free to examine and to discuss all questions of interest to them, and to express opinions publicly and privately. They should always be free to support causes by orderly means which do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the academic and the larger community that in their public expressions or demonstrations, students or student organizations speak only for themselves.
- (2) Students should be allowed to invite and hear any person of their own choosing. Those routine procedures required by an institution before a guest speaker is invited to appear on campus should be designed only to ensure that there is orderly

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scheduling of facilities, adequate financial underwriting for costs of services to be provided by the university, adequate preparation for the event, and that the occasion is conducted in a manner appropriate to an academic community. The university's control of campus facilities should not be used as a device of censorship. It should be made clear to the academic and larger community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed either by the sponsoring group or the institution.

§ I-107 Religious Beliefs, Observances, and Practices

- (a) Illinois law requires the university to reasonably accommodate its students' religious beliefs, observances, and practices in regard to admissions, class attendance, and the scheduling of examinations and work requirements. (See § I-501; Article 3, Part 2.)
- (b) Any student may appeal in writing an instructor's decision on a request for accommodation based on religious beliefs, observances, and practices to the dean of the academic unit offering the course. Before taking action, the dean or director should request that the instructor explain their decision in writing.

§ I-108 Nondiscrimination Policy

- (a) The commitment of the university to the most fundamental principles of academic freedom, equality of opportunity, and human dignity requires that decisions involving students and employees be based on individual merit and be free from invidious discrimination in all its forms.
- (b) It is the policy of the university not to engage in discrimination or harassment against any person because of race, color, religion, sex, pregnancy, disability, national origin, citizenship status, ancestry, age, order of protection status, genetic information, marital status, sexual orientation, gender identity, arrest record status, unfavorable discharge from the military, or status as a protected veteran and to comply with all federal and state nondiscrimination, equal opportunity, and affirmative action laws, orders, and regulations. This nondiscrimination policy applies to admissions, employment, and access to and treatment in university programs and activities. Complaints of invidious discrimination prohibited by university policy are to be resolved within existing university procedures.
- (c) For additional information on the equal opportunity, affirmative action, and harassment policies of the university, please contact the Director of the Office for Access & Equity (OAE) at:
 - 614 E. Daniel Street, Suite 303
 - Champaign, IL 61820
 - (217) 333-0885
 - accessandequity@illinois.edu
 - oea.illinois.edu
- (d) For additional information on Title IX, please contact the Title IX Coordinator at the Title IX Office at:
 - 614 E. Daniel Street, Suite 303
 - Champaign, IL 61820
 - (844) 616-7978
 - titleixcoordinator@illinois.edu
 - wecare.illinois.edu/titleix
- (e) For additional information on ADA (Americans with Disabilities Act) or 504 (Section 504 on the Rehabilitation Act of 1973), please contact the ADA Coordinator in the ADA Division at the Office for Access and Equity at:
 - 614 E. Daniel Street, Suite 303
 - Champaign, IL 61820
 - (217) 333-0885
 - adacoordinator@illinois.edu
 - oea.illinois.edu

§ 1-109 Policy on Workplace-Related Intimate Personal Relationships

The university's policy on workplace-related intimate personal relationships, including relationships between employees and students, may be reviewed at <https://www.hr.uillinois.edu/cms/One.aspx?portalId=4292&pageId=1411896>.

§ 1-110 Policy for the Provision of Reasonable Accommodations for Students with Disabilities

- (a) The university provides reasonable accommodations to students with disabilities admitted to study at the university in accordance with the following procedures. As the term is used herein, "reasonable accommodations" refer to those academic adjustments, services, and aids provided to otherwise qualified students with disabilities to facilitate equal access to university programs and activities. The Division of Disability Resources and Educational Services (DRES) coordinates the university's efforts to provide these reasonable accommodations. DRES will consult as necessary to facilitate the processing of requests for reasonable accommodations.
- (b) In general, students are responsible for informing the university of their status as a person with a disability and their need for reasonable accommodations. Students with disabilities should direct their requests for reasonable accommodations to the DRES Student Services Office by phone at (217) 333-4603, or disability@uillinois.edu. The determination of reasonable accommodations will be based upon an individual student's needs. For academic accommodations, DRES will consult with the faculty member for whose course the accommodations are sought. The university may decline requests for accommodations that impose an undue hardship on the campus or that require the fundamental alteration of academic standards, programs, or coursework.
- (c) In order to be considered for reasonable accommodations, the student must meet the following requirements:
 - (1) The student must submit a completed Application for Services to DRES. Students may obtain applications from:
DRES: in person at the Rehabilitation-Education Center at 1207 South Oak Street, Champaign IL, or online at disability.uillinois.edu.
 - (2) The student must have a disability and provide documentation of a disability in accordance with the applicable documentation criteria.
- (d) To facilitate timely review of a student's request for reasonable accommodation, the student or prospective student who is requesting accommodations to access university programs and activities must submit a completed Application for Services to DRES, as soon as possible. Some accommodations, such as interpreter, real-time captioning services, or the conversion of print-based educational materials to alternative accessible formats can require substantial lead time to schedule or prepare. Therefore, it is recommended that the student return the Application for Services and discuss accommodation needs with DRES personnel at least six weeks before the date on which the student may first require the accommodations.
- (e) A student may appeal to the Director of DRES:
 - (1) an accommodation recommendation by DRES if the student deems such recommendation to be unsatisfactory;
 - (2) implementation of a DRES accommodation recommendation if the student deems such implementation ineffective. A student may appeal a determination of the DRES Director to the Dean of the College of Applied Health Sciences.
- (f) A student may also direct questions or concerns regarding accommodation decisions by DRES or other campus units to the Office for Access & Equity (OAE), which is located at 614 E. Daniel Street, Suite 303, Champaign, IL or by phone at (217) 333-0885.

§ 1-111 Sexual Misconduct Policy

- (a) Purpose

The purpose of this policy is to provide a safe and welcoming educational and work environment and to establish standards of conduct that are appropriate for our campus community; and to comply with Title IX of the Education Amendments of 1972 ("Title IX"),

20 U.S.C. § 1681 et seq., and its implementing regulations, 34 C.F.R. Part 106; Section 304 of the Violence Against Women Reauthorization Act of 2013 (“VAWA”), 20 U.S.C. 1092(f), and its implementing regulations, 34 C.F.R. Part 668.46; Title VII of the Civil Rights Act of 1964 (“Title VII”); the Illinois Human Rights Act; and the Illinois Preventing Sexual Violence in Higher Education Act, 110 ILCS 155/1 et seq.

This policy was revised in July 2020 as part of the effort to align the university’s policy and procedures with new Title IX regulations and to incorporate recommendations made by the Committee on Faculty Sexual Misconduct for addressing unwelcome sexual, sex or gender-based conduct by employees. When investigating and adjudicating complaints of “Title IX Sexual Harassment” (as defined below), federal regulations require the university to follow specific procedures, some of which are unique to Title IX. This policy also addresses other categories of sexual misconduct that do not fall within the definition of “Title IX Sexual Harassment” (for example, because of the nature of the alleged conduct, where it took place, or who was involved) but that may violate other conduct requirements.

The purpose of this policy in delineating which conduct is “Title IX Sexual Harassment” is not to imply that the university considers certain conduct more or less objectionable, nor to discourage any person from submitting a report. Rather, the purpose of this policy is to ensure that all persons who experience sexual misconduct described in this policy have full access to the rights and resources they are entitled to, and that every complaint is handled fairly and equitably, in a manner consistent with applicable law, and with the ultimate aim of maintaining an institutional climate of safety and accountability. Title IX requires a definition of “Title IX Sexual Harassment” that provides a floor—not a ceiling—to the varied forms of misconduct that can be prohibited at a university, and the University of Illinois has decided to go beyond this floor to promote a safe and welcoming culture and climate.

Relation to Other Laws and Policies

Conduct prohibited by this policy may violate other laws and policies, including, but not limited to, the university’s Nondiscrimination Policy, the university Code of Conduct, and the Student Code. Sexual misconduct that constitutes Title IX Sexual Harassment will be addressed pursuant to the university’s Title IX grievance procedure(s). Nothing in this policy prevents the university from addressing prohibited sexual misconduct that does not trigger the university’s Title IX response obligations under other applicable policies and procedures.

In addition, this policy does not cover every allegation of discrimination based on sex. Other university policies prohibit discrimination and harassment that would not constitute sexual misconduct, as defined in this policy. When an individual alleges discriminatory action that is not sexual misconduct, as defined in this policy, the allegations are assessed under the applicable university policy. For information regarding other university policies addressing discrimination and harassment, visit the Nondiscrimination Policy.

If the regulations implementing Title IX at 85 Fed. Reg. 30026, 30026-30579 are enjoined or invalidated by a Federal Court with jurisdiction over the university or reversed or replaced by any agency with sufficient authority, the Prohibited Sexual Misconduct Processes (§ 1-111(e)) will immediately begin to apply to all reports and complaints of Prohibited Sexual Misconduct, including Title IX Sexual Harassment, and the Title IX Sexual Harassment Process (§ 1-111(d)) will immediately be inoperative unless and until any such injunction, invalidation, reversal, or replacement is overturned.

- (b) The University of Illinois Urbana-Champaign (“university”) is committed to providing a safe and welcoming campus environment that is free from all forms of discrimination based on sex. Discrimination based on sex includes discrimination on the basis of sexual orientation or gender identity. The university does not discriminate against any person based on sex in its education programs or activities or in employment. This policy includes the processes to be used for all reports or complaints of sexual misconduct. The grievance processes for Title IX Sexual Harassment and other Prohibited Sexual Misconduct shall be distinct as set out in this policy.

The university also prohibits retaliation against any person who, in good faith, reports or discloses a violation of this policy, files a complaint, or otherwise participates in an investigation, proceeding, complaint, or hearing under this policy.

- (c) This policy applies to
- (1) All students, Registered Organizations, Registered Student Organizations, and others subject to student discipline pursuant to § 1-301 of the Student Code;
 - (2) All university employees;
 - (3) Applicants for enrollment or employment with the university;
 - (4) Other affiliated individuals, including but not limited to, for purposes of this policy, visiting faculty, visiting scholars, and post-doctoral fellows; and
 - (5) Third parties, including but not limited to contractors, subcontractors, volunteers, and visitors.

(d) Title IX Sexual Harassment Process

The Department of Education Office for Civil Rights amended in 2020 the regulations implementing Title IX. Under the regulations, Title IX prohibits sex discrimination, including Title IX Sexual Harassment, as defined below, in an education program or activity of the university against a person in the United States. An education program or activity of the university includes locations, events, or circumstances over which the university exercised substantial control over both the respondent and the context in which the alleged misconduct occurred, and also any building owned or controlled by a student organization that is officially recognized by the university.

Title IX Sexual Harassment is defined as conduct on the basis of sex that falls into one or more of the following categories as defined below in this policy: Quid Pro Quo Sexual Harassment, Hostile Environment Sexual Harassment, Sexual Assault, Dating Violence, Domestic Violence, or Stalking. If a reported incident of sexual misconduct falls under the scope of Title IX (as determined by the Title IX Coordinator or their designee), the university will promptly contact the Complainant to review the university's Title IX Sexual Harassment grievance process, review and offer available supportive measures, and provide information on the university's process for filing a Formal Complaint of Title IX Sexual Harassment, if desired. If a Formal Complaint of Title IX Sexual Harassment is filed or if the Title IX Coordinator signs a Formal Complaint, the university will respond promptly in a manner that is not deliberately indifferent and will follow its Title IX Sexual Harassment grievance procedures. Additional information about the university's Title IX Sexual Harassment grievance procedures for Formal Complaints involving an employee respondent and for student conduct can be found on the We Care website, specifically at <https://wecare.illinois.edu/policies/campus/>.

Reports of sexual misconduct that fall outside the university's jurisdiction for responding to complaints of Title IX Sexual Harassment will be dismissed under the university's applicable Title IX Sexual Harassment grievance procedure. Additionally, the university may dismiss a Formal Complaint of Title IX Sexual Harassment, or any allegations therein, if at any time during the investigation or hearing

- (1) the Complainant notifies the Title IX Coordinator in writing that they would like to withdraw the Formal Complaint or any allegations therein;
- (2) the respondent is no longer enrolled or employed by the university; or
- (3) specific circumstances prevent the university from gathering evidence sufficient to reach a determination as to the Formal Complaint or any allegations therein.

(e) Prohibited Sexual Misconduct Processes

Reports or complaints of sexual harassment that are not one of the categories included in Title IX Sexual Harassment will be addressed following the processes set out in the Office for Student Conflict Resolution's Case Coordinator and Subcommittee Hearing Procedures (for student respondents) or the Office for Access & Equity's Procedures for Addressing Discrimination, Harassment, and Non-Title IX Sexual Misconduct Complaints (for employee respondents). Additional information about these procedures can be found on the We Care website, specifically at <https://wecare.illinois.edu/policies/campus/>.

(f) Definitions

- (1) Sexual Misconduct means Title IX Sexual Harassment, sexual harassment, sexual assault, dating violence, domestic violence, stalking, unwelcome sexual, sex or gender-based conduct, sexual violence, or sexual exploitation, as defined below.
- (2) Prohibited Sexual Misconduct means any conduct prohibited by this policy other than Title IX Sexual Harassment.
- (3) Title IX Sexual Harassment means conduct on the basis of sex that satisfies one or more of the following:
 - (A) Quid pro quo: A university employee conditioning the provision of an aid, benefit, or service of the university on an individual's participation in unwelcome sexual conduct;
 - (B) Hostile environment: Unwelcome conduct that a reasonable person would determine to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the university's education program or activity;
 - (C) Sexual Assault (as defined in this policy);
 - (D) Stalking (as defined in this policy);
 - (E) Dating Violence (as defined in this policy);
 - (F) Domestic Violence (as defined in this policy).
- (4) Sexual Assault (See 20 U.S.C. 1092(f)(6)(A)(v)) means:
 - (A) Forcible Fondling. Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, without the Consent of the victim. Private body parts include breasts, buttocks, groin, and sex organs.
 - (B) Incest. Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - (C) Rape. The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the Consent of the victim. This offense includes attempted rape and assault with intent to commit rape.
 - (D) Sexual Assault with an Object. To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the Consent of the victim.
 - (E) Forcible Sodomy. Oral or anal sexual intercourse with another person, without the Consent of the victim.
 - (F) Statutory Rape. Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.
- (5) Consent means mutually understood words or actions indicating a freely given, informed agreement to engage in a particular sexual activity with a specific person or persons. Consent must be voluntarily given and cannot be the result of Coercion. A person's lack of verbal or physical resistance or submission resulting from the use or threat of force does not constitute consent. A person's manner of dress does not constitute consent. A person's consent to past sexual activity does not constitute consent to future sexual activity. A person's consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another. A person can withdraw consent at any time.

A person cannot consent to sexual activity if the person is unable to understand the nature, fact, or extent of the activity or give knowing consent due to circumstances including without limitation the following:

 - (A) the person is incapacitated due to the use or influence of alcohol or other drugs;
 - (B) the person is asleep or unconscious;
 - (C) the person is under the legal age to provide consent; or
 - (D) the person has a disability that prevents such person from having the ability or capacity to give consent.

To be found responsible in a case involving a Complainant who could not consent to sexual activity, the Respondent must have known, or should have known, the Complainant was unable to understand the nature of the sexual activity or give knowing consent due to the circumstances. "Should have known" is an objective, reasonable person standard. That is, would a reasonable person have recognized that the Complainant could not consent to the sexual activity.
- (6) Coercion is the use of force, threats, intimidation, or severe or persistent pressure that would reasonably cause an individual to fear significant consequences if they refuse to engage in sexual contact. In evaluating whether Coercion was used, the

university will consider: (1) the frequency, intensity, and duration of the pressure; (2) the degree of isolation of the person being pressured; and (3) any actual or perceived power differential between the parties in the context of their respective roles within the university. For example, when a person expresses a decision not to participate in a particular sexual activity, a decision to stop, or a decision not to go beyond a certain sexual interaction, continued pressure can become coercive.

- (7) Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others; or suffer substantial emotional distress. For the purposes of this definition:
- (A) Course of conduct means two or more acts, including but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device or means follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
 - (B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
 - (C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- (8) Dating Violence means violence committed by a person:
- (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - (B) where the existence of such a relationship is determined based on consideration of the following factors:
 - (i) of the length of relationship;
 - (ii) the type of the relationship; and
 - (iii) the frequency of the interaction between the persons involved in the relationship.

Dating violence does not include acts covered under the definition of Domestic Violence.

- (9) Domestic Violence means any crime(s) committed against an individual by a current or former spouse or intimate partner (as defined under the family or domestic violence laws of Illinois), including but not limited to, domestic battery, aggravated domestic battery, stalking, aggravated stalking, cyberstalking, sexual assault, and sexual abuse.
- (10) Unwelcome Sexual, Sex or Gender-Based Conduct means any unwelcome sexual, sex-based, or gender-based conduct occurring within or having an adverse impact on the workplace or academic environment, regardless of how it is conducted (physically, verbally, in writing, or via an electronic medium) and regardless of the sexes or genders of the individuals involved. This category of misconduct comes in three forms, each of which may also qualify as Title IX Sexual Harassment or violate the Nondiscrimination Policy in some circumstances:
- (A) Gender-Based or Sexual Hostility: Objectively offensive treatment of another person or group, through words or conduct, with hostility, objectification, exclusion, or as having inferior status based on sex, gender (including gender identity or gender expression), or sexual orientation.
 - (B) Unwanted Sexual Attention: Objectively offensive sexual attention, advances, or comments that a person reasonably should know are unwanted or which continue to occur or persist after the recipient has communicated a desire that the behavior stop.
 - (C) Sexual Coercion: Use of force, violence, threats, or other threats of harm by an individual to compel or attempt to compel another individual to engage in unwelcome sexual activity.

Unwelcome sexual, sex or gender-based conduct need not be illegal under existing laws to violate this policy. To be disciplined through a formal complaint process, however, the behavior must be by an employee acting in the course of employment. In investigating and responding to reports of violations, due consideration will be given to an individual's rights to free speech, expression, and academic freedom. While speech can be used to harass or engage in unwelcome sexual, sex or gender-based conduct and can provide evidence of discriminatory intent, speech does not violate this policy just because it is subjectively offensive. A reasonable person must also find it offensive, it must lack bona fide academic purpose, and it must fall within one of the definitions of misconduct found in this policy. What sanctions or other

responsive actions may be deemed appropriate, if any, will depend on the facts and circumstances of the case.

- (11) Sexual Harassment means unwelcome conduct of a sexual nature or unwelcome conduct based on sex, sexual orientation, or gender identity when:
 - (A) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or educational opportunities, assessment or status at the university;
 - (B) submission to or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual, or
 - (C) such conduct is sufficiently severe or pervasive; and objectively offensive; and unreasonably interferes with, denies, or limits a person's ability to participate or benefit from educational or employment opportunities, assessments, or status at the university.
- (12) Sexual Exploitation means the use of another person's nudity or sexual activity without consent for the purpose of sexual gratification, financial gain, or anyone's advantage or benefit other than the person whose nudity or sexual activity is being used. Sexual Exploitation includes, but is not limited to:
 - (A) observing, recording, or photographing nudity or sexual activity of one or more persons without their Consent in a location where there is a reasonable expectation of privacy;
 - (B) allowing another to observe, record, or photograph nudity or sexual activity of one or more persons without their Consent; or
 - (C) otherwise distributing recordings, photographs, or other images of the nudity or sexual activity of one or more persons without their Consent.
- (13) Sexual Violence means physical sexual acts attempted or perpetrated against a person's will or when a person is incapable of giving Consent.

(g) Retaliation means intimidation, threats, coercion, or discrimination against any individual for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. Retaliation may include, but is not limited to harassment, discrimination, threats, or adverse employment action. Any person or group within the scope of this policy who engages in prohibited retaliation is subject to a separate complaint of retaliation under this policy.

(h) Title IX

The lead Title IX Coordinator is responsible for and authorized to coordinate the university's efforts to comply with and carry out its responsibilities under Title IX, which prohibits sex discrimination in education programs and activities for institutions that receive federal financial assistance, as well as retaliation for the purpose of interfering with any right or privilege protected by Title IX. The lead Title IX Coordinator also oversees the university's response to all reports and complaints of Prohibited Sexual Misconduct and Title IX Sexual Harassment to monitor outcomes, identify any patterns, and assess their effects on the campus climate. The lead Title IX Coordinator evaluates requests for confidentiality by those who report or complain about Prohibited Sexual Misconduct and Title IX Sexual Harassment in the context of the university's responsibility to provide a safe and welcoming campus environment for all students free from discrimination based on sex. The lead Title IX Coordinator is also responsible for effective implementation of any supportive measures or remedies for Prohibited Sexual Misconduct and Title IX Sexual Harassment, and for overseeing the university's recordkeeping obligations under Title IX. All formal complaints of Title IX Sexual Harassment shall be reviewed and addressed in accordance with the grievance process set forth in the university's Title IX Sexual Harassment grievance procedures for Formal Complaints which are required to:

- (1) Treat complainants and respondents equitably in all manners, including by providing remedies to a Title IX Complainant where a determination of responsibility for Title IX Sexual Harassment has been made against the respondent, and by following the grievance process before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a Title IX respondent;
- (2) Require an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence, and provide that credibility determinations will not be based on a person's status as a complainant, respondent, or witness;

- (3) Require that any individual designated by the university as a Title IX Coordinator, investigator, decision-maker, or any person designated by the university to facilitate an informal resolution process:
 - (A) not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent; and
 - (B) receive training on the definition of sexual harassment, the scope of the university's education program or activity, how to conduct an investigation and grievance process, and how to serve impartially;
 - (4) Require that any individual designated by the university as a decision-maker receive training on any technology to be used at a live hearing and on issues of relevance of questions and evidence;
 - (5) Require that any individual designated by the university as an investigator receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
 - (6) Include a presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process;
 - (7) Include reasonably prompt timeframes for conclusion of the grievance process;
 - (8) Describe the range of possible disciplinary sanctions and remedies or list the possible disciplinary sanctions and remedies that the university may implement following any determination of responsibility;
 - (9) Base all decisions on the preponderance of the evidence standard;
 - (10) Include the procedures and permissible bases for the complainant and respondent to appeal.
 - (11) Describe the range of supportive measures available to complainants and respondents; and
 - (12) Not require, allow, rely upon, or otherwise use questions or evidence that constitutes or seeks disclosure of, information protected under a legally recognized privilege unless the person holding such privilege has waived the privilege.
- (i) Danielle Fleenor serves as the university's lead Title IX Coordinator and can be contacted in person or by mail at 614 E. Daniel Street, Suite 303, Champaign, IL 61820; by phone at (844) 616-7978; or by email at titleixcoordinator@illinois.edu.
- (j) A person should contact the lead Title IX Coordinator's office to:
- (1) seek information or training about rights and available actions to resolve reports or formal complaints involving potential sex discrimination, including Title IX Sexual Harassment and other Prohibited Sexual Misconduct;
 - (2) file a formal complaint or make a report of sex discrimination, including Title IX Sexual Harassment and other Prohibited Sexual Misconduct;
 - (3) obtain information about the availability of and for coordination of resources (including confidential resources) and supportive measures relating to sex discrimination, including Title IX Sexual Harassment and other Prohibited Sexual Misconduct;
 - (4) notify the university of an incident, policy, or procedure that may raise potential Title IX concerns; and
 - (5) ask questions about the university's policies and procedures related to sex discrimination, including Title IX Sexual Harassment and other Prohibited Sexual Misconduct.

PART 2. GENERAL RESPONSIBILITIES OF STUDENTS

§ 1-201 Responsibilities of Students

- (a) Students are responsible for knowing and complying with the regulations of the university, their college, and the departments from which they take courses, and for fulfilling the requirements for a particular degree. Regulations applicable to given colleges may be obtained from the respective deans.
- (b) It is expected that students enrolled in the university will conduct themselves at all times in accordance with accepted principles of responsible citizenship and with due regard for the rights of others.

PART 3. STUDENT DISCIPLINE

§ I-301 Basis for Discipline – Source and Jurisdiction

- (a) By authority of the Board of Trustees, the Urbana-Champaign Senate Committee on Student Discipline is responsible for the administration of student discipline for acts involving the violation of campus or university regulations. These regulations are formulated by a variety of sources, including, but not limited to, the Conference on Conduct Governance, the Senate, the Chancellor, the President, and the Board of Trustees.
- (b) It is in the best interest of the university and all those who are students or who may desire to become students at the Urbana-Champaign campus that the basis for discipline at this campus be clearly defined. The university discipline system recognizes that not all violations of law affect the interests of the university community, and the discipline system accepts jurisdiction only in those instances in which the university community's interest is substantially affected. On the other hand, the university may take disciplinary action for incidents that violate the university's rules of conduct even though such conduct is not prosecuted in the courts. All members of the university community are expected to observe high standards of integrity and ethical behavior. The university discipline system may take action only upon the following basis:
- (1) all actions that are violations of law or Board of Trustees' action or any university rule of conduct and that occur on university premises or property
 - (2) all actions that violate any of the laws or regulations cited in section (a) above and that substantially affect the university community's interest, even though such actions do not occur on university premises or property (for further information about the criteria used by the Senate Committee on Student Discipline in determining the kinds of conduct covered by this jurisdiction, see www.conflictresolution.illinois.edu or contact the Office for Student Conflict Resolution)
 - (3) all cases referred to the discipline system following interim suspension by the Chancellor
 - (4) academic violations
 - (5) appeals and referrals from student judiciaries arising from violations of regulations
 - (6) violations of university vehicle or bicycle regulations
- (c) Individuals subject to student discipline include but is not limited to all persons:
- (1) taking courses at the university;
 - (2) who cancel, withdraw, or graduate after committing behavior which may violate the code;
 - (3) who are not officially enrolled for a particular term but have a continuing relationship with the university; and
 - (4) who have been notified of and accepted their admission.
- This definition includes but is not limited to individuals between academic terms and persons who consent to participating in the student discipline process.
- (d) The actions of a Registered Organization and Registered Student Organization in university-approved activities or university-sponsored activities that are in violation of university regulations for organizations may result in disciplinary action against that organization. In addition, individuals involved may also receive disciplinary action as well.
- (e) The university reserves the right to deny admission to any person because of previous misconduct that may substantially affect the interest of the university, or to admit such a person on an appropriate disciplinary status. The admission of such a person will not be approved or denied until the case has been heard by the appropriate disciplinary committee. (This applies to a person not now enrolled in the university who might apply for admission, or to a person who has pre-enrolled whether or not the applicant has paid a deposit.) A favorable action of the appropriate disciplinary committee does not abrogate the right of any dean or director to deny admission on the basis of scholarship. (See § 1-303.)
- (f) The university reserves the right to withhold authority to register to any student or former student because of previous misconduct that may substantially affect the interests of the university or to assign appropriate disciplinary status to the student or former student. Permission to register will not be approved or denied until the case has been heard by

the appropriate disciplinary committee. A favorable action by the appropriate disciplinary committee does not abrogate the right of any dean or director to deny the authority to register on the basis of scholarship. (See § 1-303.)

- (g) Students admitted to or enrolled in the Graduate College or any of the professional schools or colleges are subject to any additional conduct regulations of those units. Regulations will be available in printed form to those students.
- (h) The university will take disciplinary action for conduct violating §§ 1-302 to 1-311 below. Disciplinary action also may be taken for violations of other sections. Examples include but are not limited to: (1) § 1-402 (Academic Integrity Infractions); (2) § 1-406 (Multiple Academic Integrity Infractions by the Same Student); (3) § 2-403 (Smoke and Tobacco Free Campus Policy); and (4) § 2-406 (Solicitation and Commercial Activity in university Residence Halls).
- (i) Alleged violations of the Student Code noted in (h) above are resolved through procedures developed and approved by the Senate Committee on Student Discipline. These procedures may be found at conflictresolution.illinois.edu or by contacting the Office for Student Conflict Resolution. Among other rights delineated in these procedures, the right to written notice of charges and an opportunity to respond to those charges are guaranteed.

§ 1-302 Rules of Conduct

Students enrolling in the university assume an obligation to conduct themselves in a manner compatible with the university's function as an educational institution and suitable to members of the academic community. Conduct for which students are subject to discipline includes, but is not limited to, the following:

- (a) Violent and/or dangerous conduct, including:
 - (1) causing bodily harm to a person
 - (2) inappropriate physical contact with another person, such as pushing, slapping, or spitting
 - (3) reckless disregard for the health or safety of any person
 - (4) any verbal threat or physically threatening behavior that would cause a reasonable person to fear for their safety
- (b) Conduct that violates the university's sexual misconduct policy, including:
 - (1) sexual assault, as defined by § 1-111(f)(4)
 - (2) sexual harassment, as defined by § 1-111 (f)(11)
 - (3) sexual exploitation, as defined by § 1-111(f)(12)
 - (4) dating violence, as defined in § 1-111(f)(8)
 - (5) domestic violence, as defined in § 1-111(f)(9)
 - (6) retaliation, as defined in § 1-111(g)
 - (7) Title IX sexual harassment, as defined in § 1-111(f)(3)
 - (8) sexual violence, as defined in § 1-111(f)(13)
- (c) Stalking: engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others, or suffer substantial emotional distress. For the purposes of this definition,
 - (1) course of conduct means two or more acts, including but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device or means follows, monitors, observes, surveilles, threatens, or communicates to or about, a person, or interferes with a person's property;
 - (2) reasonable person means a reasonable person under similar circumstances and with similar identities to the victim; and
 - (3) substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. (See also § 1-111(f)(7) of the Student Code.)
- (d) Hazing: any action taken or situation created (1) for the purpose of initiation into, admission into, affiliation with, or as a condition of continued membership in, a group or organization; and (2) to produce physical discomfort or injury, mental discomfort, embarrassment, or

ridicule. Such actions or situations may include but are not limited to the following: use of alcohol; personal servitude; paddling in any form; creation of excessive fatigue; physical and psychological shocks; wearing of apparel which is conspicuous or not in good taste; engaging in public stunts; degrading or humiliating games and activities; or any activities which are not consistent with the academic mission, organizational ritual or policy, or applicable state or local law. Hazing may occur regardless of a person's willingness or consent to participate in the activity.

- (e) The use of force or violence, actual or threatened, to willfully deny, impede, obstruct, impair, or interfere with any of the following:
 - (1) the freedom of movement of any person, including entering or leaving property or facilities
 - (2) the performance of institutional duties by a member of the university or
 - (3) by knowingly occupying or remaining in or at any property or facility owned or controlled by the university after receiving due notice to depart.
- (f) Any conduct that substantially threatens or interferes with the maintenance of appropriate order and discipline in the operation of the university. Without excluding other situations, examples include shouting, noise making, obstruction, and other disruptive actions designed or intended to interfere with or prevent meetings, assemblies, classes, or other scheduled or routine university operations or activities.
- (g) Providing false or misleading information to a member or agent of the university acting in the performance of their duty; or failing to comply with reasonable directions of a member or agent of the university acting in the performance of their duty.
- (h) Providing false or misleading information to a university or other law enforcement official acting in the performance of their duty; or failing to comply with the reasonable directions of a university or other law enforcement official acting in the performance of their duty.
- (i) Harassment: unwelcome conduct that is based on an individual's status within a protected classification covered by § 1-108 and that is (1) sufficiently severe or pervasive; and (2) objectively offensive; and (3) unreasonably interferes with, denies, or limits a person's ability to participate or benefit from educational or employment opportunities, assessments, or status at the university.
- (j) Theft, unauthorized use, or unauthorized possession of property or services of another; or knowing possession of stolen property.
- (k) Intentional or reckless destruction or damage of university, public, or personal property of another.
- (l) Indecent exposure of the body, including, but not limited to urination or defecation in public.
- (m) Unauthorized entry to or use of university, public, or private premises.
- (n) Unauthorized or malicious use of computer and communications equipment / devices, software, or application services where the university community's interest is substantially affected, including, but not limited to:
 - (1) entry into files, applications, databases, or cloud environments for any purpose
 - (2) transfer or alteration of files, applications, databases, or source code
 - (3) use of another individual's identification, account, or password
 - (4) knowingly disrupting the work of another person or the normal operation of the university computing system or service
 - (5) accessing child pornography
 - (6) violation of copyright and patent laws.
- (o) Abuse of the university disciplinary system including, but not limited to:
 - (1) failure to obey the directive of a disciplinary body or university official acting in the performance of their duties

- (2) knowing falsification, distortion, or misrepresentation of information before a disciplinary body
 - (3) deliberate disruption or interference with the orderly conduct of an investigation or disciplinary proceeding
 - (4) knowingly reporting a student for disciplinary action without cause
 - (5) attempting to influence the impartiality of any investigator or decision-maker prior to, or during the course of, the disciplinary proceeding
 - (6) harassment or intimidation of any witness, complainant, respondent, investigator, decision-maker, or other participant in a disciplinary proceeding
 - (7) failure to comply with the sanction(s) imposed under the Student Code
- (p) Making, attempting to make, or distributing a sound or visual recording of any person(s) in bathrooms, showers, bedrooms, locker rooms, or any other premises where there is a reasonable expectation of privacy, without the knowledge and consent of all participants subject to such recordings.
 - (q) Violation of published university policies, rules, or regulations.
 - (r) Inciting, aiding, or encouraging others to engage in a behavior which violates the Student Code.
 - (s) Committing or attempting to commit any act which would be a violation of local, state, or federal law on or off university property, when such behavior is detrimental to the university community's interest.
 - (t) Sale or Distribution of Lecture Notes or Course Materials. No student shall sell, deliver or distribute copyrighted lecture notes or other course materials without the express permission of the copyright holder. An example of an infraction would include posting on a website or selling instructor copyrighted slides, lecture notes or other expressions fixed in a medium. (See also the University General Rules, Art. III, §4 regarding copyright policy.)

§ I-303 Falsification of Documents

- (a) Any student who, for purposes of fraud or misrepresentation, falsifies, forges, defaces, alters, or mutilates in any manner any document or representation thereof may be subject to discipline when this action substantially affects the university community's interest. Some examples of documents covered by this regulation include identification cards, program requests, change slips, receipts, transcripts of credits, library documents, petitions for reclassification of residency status, etc.
- (b) Any applicant who withholds information pertinent to the admissions decision or gives false information while making application for admission to the university will be declared ineligible for admission. In cases discovered after admission has occurred but prior to initial registration, the admission will be canceled. If the falsification led to admission that would not have been granted based on the person's academic record, the student enrolled will have their registration canceled. The appropriate action will be invoked by the Director of Undergraduate Admissions, Director of Graduate and Professional Admissions and Recruiting or the Registrar and the dean of the college involved. Cases in which admission or registration cancellation is contested in writing by the applicant or student within ten working days after notification will be reviewed by the Office of the Provost or a designee.

If, however, the person would have been admissible based on their true record, the registered student will be referred for possible disciplinary action, including dismissal, to the Senate Committee on Student Discipline.

- (c) Upon admission and prior to degree conferral, students are responsible to disclose and provide complete, official transcripts from any post-secondary work completed outside the University of Illinois System, including all international and domestic coursework for the purpose of consideration of transfer articulation. It is recommended that students receive appropriate advising from their college prior to undertaking outside coursework to be sure it will transfer for specific curricular needs. Failure to disclose information may result in the rescission of an offer of admission, cancellation of registration or disciplinary

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action at the discretion of the Dean of Students, college, and/or Director of Graduate and Professional Admissions and Recruiting.

- (d) Any student who knowingly withholds information or gives false information in any document or materials submitted to any member or agent of the university may be subject to discipline.

§ I-304 Identification Cards

- (a) Each new student is issued a photo identification card, which must be retained by the student while the student is registered at the university. The University of Illinois System ID card (ID card) remains the property of the university and should be returned to the Campus ID Center upon leaving the university.
- (b) Any person who alters or intentionally mutilates an ID card (including but not limited to punching holes in the card, applying stickers, etc.), or who uses the ID card of another or allows their ID card to be used by another, may be subject to discipline. (See § 1-303.)
- (c) The ID card must be presented for identification purposes at the request of an agent of the university when the agent is acting in the performance of their supervisory or security function (for example, examination proctor, university police officer, residence hall director or adviser, recreational facility supervisor, ticket takers, ushers). Any student refusing to provide the ID card when requested by an agent of the university may be subject to discipline.
- (d) An ID card may be confiscated by an agent of the university when acting in the performance of their duties if:
 - (1) the ID card is in the possession of an individual other than the one to whom the ID was issued and that individual attempts to use the card to represent himself or herself as a duly registered student, or
 - (2) the ID card is presented by the individual to whom it was issued but is not valid for the term of registration at the time and the individual attempts to represent himself or herself as a duly registered student.
- (e) If an ID card is lost or stolen, a student should immediately notify the Campus ID Center to deactivate the online functionality of the ID card (e.g., meal plan, door access, etc.). Until the ID Center is notified, the student may be held responsible for unauthorized use of the ID card.
- (f) A charge is made for replacing each lost, mutilated, confiscated, or stolen student ID card.
- (g) Card data, including but not limited to the UIN, card number, and photo, may be used for university purposes in accordance with Article 3, Part 6 of the Student Code.
- (h) An ID card is non-transferable and does not authorize the card holder to obligate the University of Illinois in any way.
- (i) A student who links an ID card to an authorized, contracted university service provider (e.g., for banking services) understands and agrees that the student is releasing the UIN (as part of the card number) to said service provider. A student is responsible for notifying all said service providers if a linked ID card is lost or stolen.
- (j) By accepting possession of the ID card, the cardholder agrees to hold harmless the Board of Trustees of the University of Illinois, and its officers, employees, representatives, or agents, from and against any claims, damages, costs, expenses, including an amount equal to reasonable attorney's fees, or liabilities, including for loss or damage to any property or for death or injury to any person or persons, arising out of or in any way connected with any incorrect or outdated phone numbers that may be listed on the ID card.

§ I-305 Policy on Drugs

- (a) The university seeks to inform all students about drugs and their effects. To this end, it is the policy on this campus to provide educational programs and counseling to drug users and those affected by the drug use of others, to discourage illicit drug use, to eliminate dealing in or providing of illegal drugs, and to uphold the law in these matters. Various local agencies on campus can provide help. These include the Counseling Center, Student Services Building, 610 East John Street, Champaign, IL 61820, (217) 333-3704, and the Health Education Department, Drug and Alcohol Educator, McKinley Health Center, 1109 South Lincoln Avenue, Urbana IL 61801, (217) 333-2816.
- (b) Violations of the university's policy on drugs by a university student raises the question of a student's fitness to continue at the University of Illinois.
- (c) Drugs include controlled substances, alcohol, and substances that may be detrimental to health, even though not subject to state and federal laws.
- (d) The illegal possession or use of drugs or drug paraphernalia is prohibited. Although the possession and use of cannabis is allowed under Illinois state law in some circumstances, the possession or use of cannabis for medical or recreational purposes is prohibited on university property.
- (e) The illegal distribution, sale, making or manufacture of drugs is prohibited.
- (f) Drug use resulting in incapacitation that requires transportation to the hospital by emergency medical personnel, or refusal to accept such transportation when it is recommended by emergency medical personnel, can trigger a mandatory assessment (see § 2-102).

§ I-306 Alcoholic Beverages – Preamble

- (a) The University of Illinois Urbana-Champaign expects all students to exhibit behavior compatible with membership in a community of scholars. Students shall conduct themselves in a civil and mature manner, respecting the rights and property of others. (See also § 1-201.) Having consumed alcohol is not an excuse for failure to meet these expectations.
- (b) Because of the university's concern for the health and rights of individuals and because the excessive consumption of alcohol frequently results in the user becoming either a violator or a victim, the university will respond when inappropriate alcohol-related behavior is demonstrated. These interventions will include a team approach involving, when appropriate, any or all of the following: the Division of Public Safety, the Office of Public Affairs, and Student Affairs units including the Dean of Students Office, the Office for Student Conflict Resolution (Student Judicial Affairs), Residential Life, the Alcohol and Other Drug Office, the Counseling Center, and McKinley Health Center.
- (c) Sections 1-307 and 1-308 apply to all University of Illinois Urbana-Champaign students and Registered Organizations and Registered Student Organizations while on campus, while involved in university-related activities, while within the environs of Champaign County, or in other circumstances where a substantial university community interest exists. A "substantial university community interest" exists, but is not limited to, situations in which individual or group alcohol consumption results in actual or threatened injury to persons, damage to property, or disruption of a university-related event.

§ I-307 Alcoholic Beverages – General Rules

- (a) All students, wherever they happen to be, are expected to observe the liquor laws of the local jurisdiction. (See § 1-201.) Under the liquor laws of the State of Illinois and the cities of Champaign and Urbana, and this rule:
- (1) Possession or consumption of alcoholic beverages by students under twenty-one years of age is prohibited.
 - (2) No student may give or otherwise furnish alcoholic beverages to any person under twenty-one years of age. Additionally, no student may authorize or permit a residence which the student occupies to be used for possession or consumption of alcohol by any person under twenty-one years of age.

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- (b) In determining appropriate sanctions for violations of subsection (a) above, communal alcohol (for example, in kegs or not in its original container, or the distribution of cups with open access to alcohol), drinking games (or other activities that promote unsafe or inappropriate drinking), and open parties may be considered aggravating factors.
- (c) The fact that a student may have been drinking shall not be accepted as an excuse for disruptive behavior. In such instances, appropriate sanctions will be applied and referral for personal assistance may be indicated. (See § 2-102 and § 3-603 concerning Mandatory Assessment and Parental Involvement, respectively.)
- (d) The transfer or alteration of identification cards, the use or sale of the identification card of another or a false or forged identification card, or the use of false information to obtain an identification card is prohibited. Additionally, presentation or possession of false identification in an attempt to enter a liquor establishment or to procure alcohol is prohibited.
- (e) Alcohol use resulting in incapacitation that requires transportation to the hospital by emergency medical personnel, or refusal to accept such transportation when it is recommended by emergency medical personnel, can trigger a mandatory assessment. (See § 2-102.)
- (f) No minor (eighteen years of age or younger in Champaign; seventeen years of age or younger in Urbana) is allowed to be present in a liquor establishment unless otherwise permitted by local ordinances. Additionally, holding or carrying open containers of alcoholic beverages out of a liquor establishment or in public areas, in violation of federal, state, and/or local law, is prohibited.
- (g) Driving under the influence of alcohol or other drugs poses a substantial risk to the safety of the campus community and is prohibited. Substantial penalties exist in Illinois for the operation of a motor vehicle by a driver with a blood alcohol concentration (BAC) of .08 or greater. Arrests are also possible at lower levels if driving is impaired. Drivers under twenty-one years of age with any trace of alcohol in their systems can lose their driving privileges. Transporting open alcohol containers in a motor vehicle or allowing an intoxicated person to operate a vehicle are also punishable under Illinois law.

§ I-308 Alcoholic Beverages – Special Rules Relating to University Property

- (a) Persons twenty-one years of age or older may possess or consume alcoholic beverages on the following property under control of the university:
 - (1) Property at which the university furnishes the alcohol and holds a State of Illinois liquor license or local catering license. These include, for example, Willard Airport, the Levis Faculty Center, Krannert Center for the Performing Arts, Illini Union, Spurlock Museum, Beckman Institute, and Allerton House.
 - (2) Property used for specifically designated functions approved by the appropriate Vice Chancellor, dean or director of the academic or administrative unit sponsoring the event, or by the Chancellor. In cases governed by this subsection, furnished alcohol may be sold only if the provider holds a valid caterer's license.Other than as outlined above, no person may possess or consume alcoholic beverages on any property under the control of the university.
- (b) Possession and consumption of alcoholic beverages in university certified student housing is governed as follows:
 - (1) University Residence Halls: Persons twenty-one years of age or older may only possess and consume alcoholic beverages in their rooms or the room of another person twenty-one years of age or older, with the door closed. No alcoholic beverages are permitted in public areas. (Also see the "Hallmarks" handbook - <http://www.housing.illinois.edu/hallmarks>)
 - (2) University Family or Graduate Housing: Persons twenty-one years of age or older may possess and consume alcoholic beverages in their room/apartment or the room/apartment of another person twenty-one years of age or older. Requests to allow consumption of alcoholic beverages for events/activities in public areas are to be directed to University Housing administration. Any approved functions must be in accordance with all applicable laws and ordinances.

- (3) Other Certified Housing: Persons living in privately owned and/or operated certified housing, including fraternities and sororities, must abide by the decision of the owner-operator in accordance with all applicable laws and ordinances with regard to the consumption of alcoholic beverages; total prohibition may be required. In certified housing units where the possession and consumption of alcoholic beverages is allowed by those twenty-one years of age or older, all applicable laws and ordinances must be followed. The Board of Fraternity Affairs and the Board of Sorority Affairs also promulgate rules and regulations that apply to fraternity and sorority certified housing units.

§ 1-309 Possession or Storage of Weapons

- (a) Except as provided in subsection (c), possession or storage of weapons by students is prohibited on any property owned or controlled by the university, including university certified housing units.
- (b) Prohibited weapons include but are not limited to any: (1) firearm, firearm ammunition, BB gun, pellet gun, paintball gun (except as part of Registered Organization or Registered Student Organization activity), tear gas gun, stun gun, taser, or other dangerous or deadly device of similar type; (2) knife with a blade of at least 3 inches in length (except an ordinary eating utensil), dagger, dirk, switchblade knife, stiletto, ax, hatchet, or other deadly or dangerous weapon or instrument of similar type; (3) bludgeon, blackjack, slingshot, sandbag, sand club, metal knuckles, billy club, throwing star, nunchaku, or other dangerous or deadly weapon of similar type; (4) bomb, bombshell, grenade, firework, bottle or other container containing an explosive, toxic, or noxious substance, unless under academic/classroom supervision, (other than an object containing a nonlethal noxious liquid, gas, or substance designed solely for personal defense possessed by a person 18 years of age or older); and (5) souvenir weapon or other weapon that has been rendered permanently inoperative.
- (c) With appropriate approval possession of a weapon on nonresidential university property may be permitted when it is used as a prop or accessory in situations such as (1) a university class; (2) a university-sponsored or sanctioned artistic performance; or (3) a activity of a Registered Organization or Registered Student Organization. Such weapons may not, however, be stored on university property, except in a facility approved for that purpose by the university.
- (d) Subsections (a) to (c) above apply to possession or storage, not use of a weapon. Use of a weapon that results in harm or threat of harm to any person or property is governed by § 1-302, and subsection (e) below.
- (e) In determining appropriate sanctions for violations of the student discipline rules contained in this Code (Article 1, Part 3), the use or threatened use of any object (whether or not defined as a weapon in this section) while committing the violation may be considered an aggravating factor.

§ 1-310 Unauthorized Use, Abuse, or Interference with Fire Protection Equipment, Building Security Systems, Security or Fire Personnel, or Warning Devices

- (a) The unauthorized use, abuse, or interference with fire protection equipment, firefighting personnel, or warning devices may result in death, injury, or substantial property damage. It is critically important that all fire protection equipment be in its place and in proper working condition if the safety and welfare of the members of the university community are to be assured.
- (b) It is a violation of Illinois criminal law to willfully or maliciously cut, injure, damage, tamper with, or destroy any fire hydrant, fire hose, fire engine, or other public or private firefighting equipment or any apparatus pertaining to such equipment or firefighting personnel, or to intentionally open any fire hydrant without proper authorization. It is also a violation of Illinois criminal law to knowingly, without authorization, damage any property supported in whole or in part with state funds or federal funds administered or

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granted through a state agency. Other Illinois laws may also relate to the unauthorized use, abuse, or interference with fire protection equipment or warning devices.

- (c) A violation of any federal, state, or local law concerning fire protection equipment or firefighting personnel may result in suspension or dismissal from the university.
- (d) Tampering with locks, other door hardware, cameras or other equipment used to provide security on campus (including the unauthorized propping of doors) may result in suspension or dismissal from the university.
- (e) Enabling unauthorized access to campus facilities by providing keys or access cards or by other means may result in suspension or dismissal from the university.

§ I-311 Certain Consequences of Disciplinary Action

- (a) Sanctions may be imposed for violations of the student discipline rules stated in this part (Article 1, Part 3.)
- (b) The Senate Committee on Student Discipline has the right to withhold privileges of the academic community, including the conferral of the degree itself, at any point prior to the conferral of the degree. In instances in which dismissal is a possibility for disciplinary infractions, the conferral of the degree is withheld until the disciplinary action has been resolved. (See § 3-313 and §§ 3-701 to §3-704.)
- (c) Students dismissed or suspended from the university for disciplinary reasons may be excluded from university classes, activities, facilities, buildings, and/or premises by the appropriate disciplinary authority. The same exclusions may be applied by the Chancellor in exercising the power to suspend students. (See § 3-508 on refunds.)
- (d) Cancellation or withdrawal from the university does not abrogate the authority of the institution to pursue disciplinary action (see subsection 3-313(a)(3)).

PART 4. ACADEMIC INTEGRITY POLICY AND PROCEDURE

§ I-401 Policy Statement; Application; Definitions

- (a) Policy Statement. The university has the responsibility for maintaining academic integrity so as to protect the quality of education and research on our campus and to protect those who depend upon our integrity.
 - (1) Expectations of Students. It is the responsibility of each student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Students have been given notice of this Part by virtue of its publication. Regardless of whether a student has actually read this Part, a student is charged with knowledge of it. Ignorance is not a defense.
 - (2) Expectations of Instructors. It is the responsibility of each Instructor to establish and maintain an environment that supports academic integrity. An essential part of each Instructor's responsibility is the enforcement of existing standards of academic integrity. If Instructors do not discourage and act upon violations of which they become aware, respect for those standards is undermined. Instructors should provide their students with a clear statement of their expectations concerning academic integrity.
- (b) Application. This Part contains the procedures for addressing course-based academic integrity infractions, including proficiency tests taken after enrollment, for all courses as well as academic integrity infractions in non-course-based degree requirements such as qualifying examinations. This Part does not apply to students enrolled in the degree programs with the Carle Illinois College of Medicine, the College of Veterinary Medicine, and the College of Law, each of which have their own policies. This Part also does not apply to pre-enrollment infractions (see § 1-301 and § 1-303) or infractions of the Academic Integrity in Research and Publications Policy.

- (c) Definitions. For purposes of this Part, the following definitions shall apply:
- (1) Appeal Manager. The administrator to whom the Appellant submits the Notice of Appeal and who is responsible for overseeing the appeal process. For department-level appeals, the Executive Officer is the Appeal Manager. For college-level appeals, the Dean is the Appeal Manager.
 - (2) Appellant. A student who submits a Notice of Appeal in accordance with these procedures.
 - (3) Business Day. Monday through Friday, excluding university and campus holidays and reduced service days.
 - (4) Consultant. A person with whom a student or Instructor may privately consult during the process. A Consultant may attend hearings with a student or Instructor, but may not participate in the hearings, and may not serve as a witness. Each participant may be accompanied by only one Consultant.
 - (5) Dean. The dean of the college or head of the equivalent academic unit in which a course or examination is conducted or their designee.
 - (6) Executive Officer (EO). The executive officer or head of the department or unit in which a course or examination is conducted or their designee.
 - (7) Instructor. A faculty member or authorized staff member who supervises any academic endeavor.
 - (8) Notice. A written communication conveying information to or from a participant in the process. E-mail notices are strongly encouraged.
 - (9) Record. The Instructor's Allegation Notice, written student Response, any materials relied upon by the Instructor to make the Instructor's decision, and the Instructor's Decision Notice.

§ I-402 Academic Integrity Infractions

- (a) Cheating. No student shall use or attempt to use in any academic exercise materials, information, study aids, or electronic data that the student knows or should know is unauthorized. Instructors are strongly encouraged to make in advance a clear statement of their policies and procedures concerning the use of shared study aids, examination files, and related materials and forms of assistance. Such advance notification is especially important in the case of asynchronous examinations. During any examination, students should assume that external assistance (e.g., books, notes, calculators, smart devices, and communications with others) is prohibited unless specifically authorized by the Instructor. A violation of this section includes but is not limited to:
- (1) Allowing others to conduct research or prepare any work for a student without prior authorization from the Instructor, including using the services of commercial term paper companies.
 - (2) Submitting substantial portions of the same academic work for credit more than once or by more than one student without authorization from the Instructors to whom the work is being submitted.
 - (3) Working with another person without authorization to satisfy an individual assignment.
- (b) Plagiarism. No student shall represent the words, work, or ideas of another as their own in any academic endeavor. A violation of this section includes but is not limited to:
- (1) Copying: Submitting the work of another as one's own.
 - (2) Direct Quotation: Every direct quotation must be identified by quotation marks or by appropriate indentation and must be promptly cited. Proper citation style for many academic departments is outlined in such manuals as the *MLA Handbook* or K.L. Turabian's *A Manual for Writers of Term Papers, Theses and Dissertations*. These and similar publications are available in the university bookstore or library. The actual source from which cited information was obtained should be acknowledged.
 - (3) Paraphrase: Prompt acknowledgment is required when material from another source is paraphrased or summarized in whole or in part. This is true even if the student's words differ substantially from those of the source. A citation acknowledging only a directly quoted statement does not suffice as an acknowledgment of any preceding or succeeding paraphrased material.
 - (4) Borrowed Facts or Information: Information obtained in one's reading or research that is not common knowledge must be acknowledged. Examples of common knowledge might include the names of leaders of prominent nations, basic scientific laws, etc.

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Materials that contribute only to one's general understanding of the subject may be acknowledged in a bibliography and need not be immediately cited. One citation is usually sufficient to acknowledge indebtedness when a number of connected sentences in the paper draw their special information from one source.

- (c) Fabrication. No student shall falsify or invent any information or citation in an academic endeavor. A violation of this section includes but is not limited to:
 - (1) Using invented information in any laboratory experiment or other academic endeavor without notice to and authorization from the Instructor or examiner. It would be improper, for example, to analyze one sample in an experiment and covertly invent data based on that single experiment for several more required analyses.
 - (2) Altering the answers given for an exam after the examination has been graded.
 - (3) Providing false or misleading information for the purpose of gaining an academic advantage.
- (d) Facilitating Infractions of Academic Integrity. No student shall help or attempt to help another to commit an infraction of academic integrity, where one knows or should know that through one's acts or omissions such an infraction may be facilitated. A violation of this section includes but is not limited to:
 - (1) Allowing another to copy from one's work.
 - (2) Taking an exam by proxy for someone else. This is an infraction of academic integrity on the part of both the student enrolled in the course and the proxy or substitute.
 - (3) Removing an examination or quiz from a classroom, faculty office, or other facility without authorization.
- (e) Bribes, Favors, and Threats. No student shall bribe or attempt to bribe, promise favors to or make threats against any person with the intent to affect a record of a grade or evaluation of academic performance. This includes conspiracy with another person who then takes the action on behalf of the student.
- (f) Academic Interference. No student shall tamper with, alter, circumvent, or destroy any educational material or resource in a manner that deprives any other student of fair access or reasonable use of that material or resource.
 - (1) Educational resources include but are not limited to computer facilities, electronic data, required/reserved readings, reference works, or other library materials.
 - (2) Academic interference also includes acts in which the student committing the infraction personally benefits from the interference, regardless of the effect on other students.

§ I-403 Initial Determination

- (a) Overview. Instructors should regularly check for potential academic integrity violations as student work is submitted so that students can be informed of and learn from their mistakes early in their coursework. Instructors should use the FAIR (Faculty Academic Integrity Report) (FAIR) portal to report potential academic integrity infractions. The software FAIR, used by most colleges, guides Instructors and students through the process exactly as stated in the Student Code and generates all letters and reports. A quick reference guide to academic integrity for Instructors that includes a link to the FAIR portal can be found on the Provost's website.
- (b) Allegation. An Instructor who has credible evidence that a student has committed an academic integrity infraction shall notify the student in writing of the basis for the belief. The Instructor should review all the student's submitted work in the course for academic integrity infractions prior to making an allegation and include all infractions in the allegation. The Allegation Notice must contain the evidence (or instructions for accessing the evidence) and sufficient explanation to permit the student to respond to the concern. A copy of the Allegation Notice shall be provided to the department and college in which the course or examination is conducted. The college should, where applicable, submit a copy of the Allegation Notice to the college with which the student is affiliated (for graduate students, the Graduate College is always the applicable college).
 - (1) Student Not Enrolled in Course. If a student is not enrolled in the affected course when the alleged infraction occurred, the Instructor shall not make an allegation but shall

- instead forward that student's case to the Office for Student Conflict Resolution for handling pursuant to its policies and procedures. This does not apply to allegations arising from non-course-based degree requirements.
- (2) Allegations After the Conclusion of the Course. If the course has already concluded when the Instructor discovers a possible academic integrity infraction, they should consult with their college before sending allegation.
- (c) Student's Response. The student has ten (10) business days from the date of the Allegation Notice to submit a written response to the Instructor. The response should include all relevant information, all relevant materials, and the names of relevant witnesses the student wishes the Instructor to consider. This is the student's opportunity to make their case. Upon good cause shown, an extension may be requested in writing and may be granted by the EO.
 - (d) Instructor Fact-Finding. The Instructor shall act as fact-finder and explore information relevant to the alleged infraction. The Instructor should consider all information provided by the student in the response. The Instructor may collect additional relevant information to assist in making a determination. The Instructor will respect the privacy of any students involved when making inquiries, including when interviewing involved parties, by not sharing any unnecessary information.
 - (1) Multiple Students. When two or more students have been accused of cooperating in an academic infraction, any fact-finding inquiries should establish their independent responsibility, and the sanctions for each individual should be decided separately.
 - (2) New Allegations. If the Instructor identifies additional allegations, a revised allegation notice must be sent including all allegations. If academic integrity infractions occur in work submitted after the original allegation notification, the Instructor must initiate a new academic integrity process.
 - (3) Timeline. The Instructor shall work to resolve the matter and make a determination on a timely basis, within 20 business days from the date of the Allegation Notice if possible. If no finding has been entered by 20 business days after the grade entry deadline for the course, or the date of the Allegation Notice, whichever is the later date, the college may choose to close the case administratively and notify the Instructor and student.
 - (e) Instructor's Decision.
 - (1) If the Instructor concludes that the student did not commit an infraction, the student will have the course options listed in § 1-404(c)(2).
 - (2) If the Instructor concludes, based on available information, that it is more probably true than not true that the student has committed an infraction, the Instructor shall make a finding of a violation and impose a sanction as permitted in § 1-404(a).
 - (3) In either case (1 or 2), Notice of the Instructor's decision shall be given to the student and to the department and college in which the course or examination was conducted. The college should, where applicable, submit a copy of the Instructor's Decision Notice to the college with which the student is affiliated (for graduate students, the Graduate College is always the applicable college). When an infraction is found, the Instructor's Decision Notice shall include at least: the finding of violation; a brief explanation of the facts establishing the violation; any sanctions and the basis for the same; and instructions for appealing the decision, including contact information for the Appeal Manager and a statement such as: "You have the right to appeal this decision and/or sanction by [insert date, i.e. within five (5) business days from the date of the Instructor's Decision Notice] pursuant to § 1-405 of the Student Code." The Instructor shall provide sufficient information regarding the case so that someone who is not familiar with the details of the case can understand the decision.
 - (f) Finality of Instructor's Decision. If a student does not appeal the Instructor's decision, it shall be final except to the extent the sanction includes a recommendation for suspension or dismissal from the university. A recommendation of suspension or dismissal will be handled pursuant to § 1-405(g).
 - (g) Forwarding the Record. Once a decision has been made, the Instructor shall forward the Record to the department or unit executive officer for retention pursuant to applicable policy.

§ I-404 Sanctions and Student Status

- (a) Authorized Sanctions. Authorized Sanctions for academic integrity violations are one or more of the following:
- (1) Category 1 – Any sanction discussed and agreed to in writing by the Instructor and the student. A Category 1 sanction must also be reported pursuant to § 1-407. A student who accepts a Category 1 sanction waives his or her right to appeal either the finding of a violation or the sanction under § 1-405(a).
 - (2) Category 2 –
 - (A) A written warning
 - (B) Educational Sanctions including make-up assignments of a more difficult nature, assignments pertaining to academic integrity, and/or required attendance at a noncredit workshop or seminar on academic integrity
 - (i) The Instructor must check workshop or seminar availability with the offering unit before specifying this sanction.
 - (ii) The Instructor will set the deadline for the completion of educational sanctions.
 - (iii) Failure to complete these sanctions by the deadline may result in referral to the Office for Student Conflict Resolution.
 - (C) A reduced grade on the assignment
 - (D) A failing grade for the assignment
 - (E) A reduced grade for the course
 - (F) A denial of credit for the proficiency exam
 - (3) Category 3 – A failing grade for the course or failing assessment for the degree requirement.
 - (4) In addition to any other sanctions imposed, an Instructor may also recommend suspension or dismissal from the university. In such cases, the special procedures described in § 1-405(g) shall be followed.
- (b) General Guidance for Sanctions. The variety of academic settings encountered in the university precludes establishing uniform sanctions for all infractions. Instructors may use their discretion in light of the nature of the class, the educational experience of the student, prior instructions or warnings the Instructor has given to the student, etc. Where applicable, the Instructor shall use the following principles in determining sanctions:
- (1) Knowledge and intent are not necessarily factors in determining whether an infraction occurred but shall be considered in determining an appropriate sanction. Instructors shall consider whether the student knew or should have known that an infraction was likely to occur based on the circumstances surrounding the incident. Careless conduct that results in an infraction should be sanctioned less severely than intentional conduct.
 - (2) Instructors shall consider aggravating factors, such as repeated violations within the same course in the same semester, cheating on the major work for the course, activity that was designed to hinder the academic performance of others, and similar conduct when determining an appropriate sanction.
 - (3) Violations in other courses or other semesters will be addressed through the Senate Committee on Student Discipline’s procedures and shall not be considered by the Instructor when determining a sanction. See § 1-406.
- (c) Student Status.
- (1) While an academic integrity infraction is pending (from the date of the Allegation Notice until final resolution):
 - (A) No change in enrollment status in the course shall be permitted.
 - (B) If the final deadline for reporting a grade occurs prior to the resolution of the case, the Instructor shall request that the student’s college assign an “Incomplete” grade to the student for the course until final resolution.
 - (2) Upon a finding of no infraction and resolution of the case, the student shall have the options to:
 - (A) Continue in the course and be given whatever grade the student is entitled to without regard to the charge of an infraction; or
 - (B) Drop the course at any time during the semester without a “W” on the transcript. However, to drop the course after the applicable drop deadline, the student must indicate their desire to drop the course within 10 business days of the finding of no infraction; or

- (C) Change sections in the course, if possible.
- (3) Upon a finding of an infraction and resolution of the case:
- (A) If the sanction is Category 1 or 2 as provided in subsection (a) above, an undergraduate student may drop the course or change the course to Credit - No Credit status if they were otherwise eligible at the time of the infraction. Graduate students may drop the course or change the course to Credit - No Credit provided the infraction occurred before the usual deadlines. A record of the infraction will remain in the student's file even if the student drops the course.
- (B) If the sanction is a Category 3 as provided in subsection (a) above, the student may neither change the course to a Credit - No Credit status nor drop the course.
- (d) See § 3-107 for procedures regarding capricious grading, if relevant.

§ 1-405 Appeal Procedures

- (a) How to Appeal. The student may appeal the Instructor's decision based on the set of grounds in subsection (c) below by submitting a written Notice of Appeal to the Appeal Manager within five (5) business days from the date of the Instructor's Decision Notice, except as provided in subsection (g)(1) below. In the Notice of Appeal, the Appellant must identify themselves, identify one or more grounds for appeal (see subsection (c) below) that apply in their case, and provide reasons in support of the grounds identified.
- (b) Access to Record. From the date of the Instructor's Decision Notice to the date of the appeal hearing, if applicable, the student may request, in writing to the Appeal Manager, access to the Record of the case. The Appeal Manager must provide access, under reasonable conditions, by the end of the next business day. If an appeal hearing is held, the Appellant, the Instructor, and their consultants must be provided access to the Record for the duration of the hearing.
- (c) Grounds for Appeal. The Appellant must base the appeal exclusively on one or more of the following grounds:
- (1) The Instructor (or any other involved university official) did not follow the procedures described above, and this procedural error affected the outcome of the case.
 - (2) The Instructor (or any other involved university official) had a conflict of interest or bias that affected the outcome of the case.
 - (3) Any sanctions imposed were not appropriate for the violation(s).
 - (4) New information that was not available at the time of the Instructor's decision exists and would have affected the outcome of the case.
- (d) Jurisdiction. If all sanctions issued are Category 1 or 2 (See § 1-404(a).) and the department or unit in which the infraction is alleged to have occurred has ten or more full-time faculty members, then the department is responsible for addressing the appeal. Otherwise, the college responsible for the course or degree requirement is responsible for addressing the appeal. If the Instructor has recommended suspension or dismissal, the special procedures described in subsection (g) below shall be followed.
- (e) Initial Review. No more than five (5) business days after receiving the Notice of Appeal, the Appeal Manager will determine whether the Appellant has met the requirements set out in subsection (a) above and provide written notification of their determination to the Appellant. The Appeal Manager is not to evaluate whether the Appellant has successfully established any grounds for appeal, but only whether the Appellant has identified at least one ground for appeal and provided one or more reasons in support of that ground. If the ground identified is the existence of new information, the Appeal Manager will determine whether the information submitted "was not available at the time of the Instructor's decision" when deciding if the Appellant has met the appeal requirements. Overall, any uncertainty should result in a decision in the Appellant's favor. If the Appeal Manager determines that the appeal requirements have not been met, the Appeal Manager will reject the Notice of Appeal, and the Instructor's decision will become final.
- (f) Appeal Hearings
- (1) Appeal Committee Membership. The Appeal Manager will appoint a faculty chair,

who will be a non-voting member of the appeal committee. The chair will then select at least two faculty and at least one student as additional members. Any student members will be of the same status as the Appellant (undergraduate or graduate). In matters involving both undergraduate and graduate Appellants, at least one undergraduate student and at least one graduate student must serve on the committee. Only faculty and students without a conflict of interest (as determined by the chair) shall serve.

- (2) Challenges to Appeal Committee Membership. The Appellant and the Instructor will be given an opportunity to challenge the objectivity of any voting member of the appeal committee. Such a challenge must be based on an identified bias or an identified conflict of interest. The Appeal Manager will decide whether this opportunity is provided prior to the hearing or during the hearing itself. If provided prior to the hearing, the chair will consider these challenges when making a final decision regarding committee membership. If provided during the hearing, the chair will determine whether to excuse the challenged committee member from the hearing and whether any resulting vacancy requires that the hearing be postponed.
- (3) Notice of Hearing. The Appeal Manager will notify the Appellant and the Instructor by email of the date and time of the hearing and any instructions for participating at least five (5) business days in advance. At the Appeal Manager's discretion, the hearing may take place virtually using video conference or other similar technology.
- (4) Hearing Rules.
 - (A) Appeal hearings are closed to the public.
 - (B) The Appellant, the Instructor, and their consultants may attend the hearing but are not required to do so. At the chair's discretion, other faculty or staff members may be allowed to attend to advise, or provide administrative support to, the appeal committee.
 - (C) The chair may exclude from the hearing any person who disrupts the orderly process of the hearing but will do so only after first issuing a warning. The Chair need not consider this cause to reschedule the hearing or continue the hearing on a later date.
 - (D) The chair will identify reasonable breaks throughout the hearing. Appellant and the Instructor may also request additional breaks as needed, provided the number of requests is not disruptive to the orderly conduct of the hearing. The chair will decide whether to grant any such requests.
 - (E) After consultation with the other committee members, the chair may decide to continue the hearing to another day for good cause, including the inability to complete all required steps of the hearing process within a reasonable time frame. The Appellant and the Instructor must be notified of the date, time, and location at least five business days in advance, but prior notification of possible continuance dates will satisfy this requirement.
 - (F) The chair may set additional rules for the hearing as needed, provided they do not conflict with any provision of these procedures.
- (5) Order of the Proceedings. The Appellant and the Instructor may each make a brief opening statement, after which the committee members may ask relevant questions of each. The chair will give both the Appellant and the Instructor an opportunity to suggest questions to be asked of the other, but the chair may choose not to pose a question if it has already been answered, is irrelevant, or is inappropriate. The chair may also reword a relevant question that is asked in a manner that, in the chair's opinion, is confusing or is intended to disparage, intimidate, or otherwise harass the individual being questioned. The committee, through the chair, may solicit information or statements from any person it deems relevant to the matter in dispute, either at its own initiative or at the suggestion of the Appellant or Instructor. All such information must be presented in the hearing and not in closed deliberation.
- (6) Deliberation. The appeal committee will deliberate in closed session and will decide by simple majority vote whether the Appellant has met any of the grounds for appeal. Absent a majority to the contrary, the Instructor's original decision shall be affirmed. If one or more of the grounds for appeal have been met, the appeal committee may modify the finding and/or the sanction, overturn the Instructor's decision entirely, or return the case to the procedural step at which an error occurred for reconsideration. The appeal committee may not issue a sanction of a higher category than the Instructor's original sanction (See § 1-404(a)).

- (7) Combined Hearings. At the sole discretion of the Appeal Manager, a single appeal hearing may be scheduled for multiple Appellants provided that the allegations against those Appellants arise out of the same facts or circumstances. Such a hearing will be conducted as described above with the following additional rules:
 - (A) Information about one Appellant's academic record or sanctions may not be shared with another Appellant unless, in the chair's opinion, that information is necessary for determining whether one or more grounds for appeal apply to the latter Appellant's case.
 - (B) Except as described in the previous subsection, any discussions of an Appellant's academic record or sanctions must be conducted separately.
 - (8) Appeal Decision Notice. The chair or their designee will provide written notification of the appeal committee's decision to the Appellant, Instructor, and EO within three (3) business days of the appeal hearing. If the appeal committee has found that one or more of the grounds for appeal have been met, this notice must identify the applicable grounds and must include an explanation of the committee's finding and a rationale for the specific relief provided.
 - (9) Finality of the Appeal Decision. The decision of the appeal committee is final and binding on the Appellant and the Instructor.
- (g) Special Procedures for Handling Recommendations for Suspension or Dismissal
- (1) If the Instructor recommends that the student be suspended or dismissed from the university, the EO shall review the Record, discuss the matter with the Instructor and with the student, and then determine whether to support the recommendation.
 - (A) If the EO declines to support the recommendation, the EO shall provide Notice to both the Instructor and the student. The student shall then have five (5) business days from the date of the EO's Notice to appeal the Instructor's finding and/or sanctions, as described in subsection (a) above.
 - (B) If the EO supports the recommendation, the EO shall provide Notice to both the Instructor and the student and forward the matter to the Dean for a hearing by the college in which the course or examination was offered. The college shall conduct an appeal hearing in accordance with subsection (f) above except, in the event the student is affiliated with a different college, the dean of the student's college shall be invited to name a representative from the student's college to serve as a non-voting member of the committee. The appeal committee shall consider the facts of the case and determine whether suspension or dismissal is warranted. If the student also intends to appeal the Instructor's finding(s) or sanction(s), the student shall have five (5) business days from the date of the EO's Notice to submit a Notice of Appeal to the Dean, and that appeal shall be decided at the same hearing.
 - (2) If the appeal committee determines that suspension or dismissal is warranted, the Dean shall forward the recommendation to the Director of Office for Student Conflict Resolution, who will schedule a hearing before at least three members of the Senate Committee on Student Discipline.
 - (3) The question before the members of the Senate Committee on Student Discipline will be whether the breach of academic integrity in question is of such a nature as to warrant suspension or dismissal of the student. The members may take into consideration prior findings of academic integrity violations against the student when determining if suspension or dismissal from the university is warranted. If the members do not concur with the recommendation of suspension or dismissal, they may impose a lesser formal sanction and/or educational sanctions, along with any course-based sanctions imposed by the Instructor. (See the Student Disciplinary Procedures at <https://conflictresolution.illinois.edu/policies/student-discipline/> for permissible sanctions.) The Director of the Office for Student Conflict Resolution shall inform the Dean of the members' decision, and the Dean shall notify the Instructor and EO of the unit in which the infraction occurred. The decision of the members of the Senate Committee on Student Discipline shall be final.
- (h) Appeal Timeline. The Appeal Manager is responsible for promptly resolving any appeal. The anticipated duration of the appeal process is approximately 20 business days from the day the Notice of Appeal is received. The actual duration may vary depending on, for example, the complexity of the case, the need for language assistance or accommodation

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of disabilities, and the possibility of interruption by break periods. If the duration of the appeal process will substantially exceed 20 business days, the Appeal Manager will notify, in writing, both the Appellant and the Instructor of the delay and the reason for the delay. If the appeal is not held in a timely manner, as described above, the college may decide to dismiss the case.

§ I-406 Continuing Jurisdiction of the Senate Committee on Student Discipline

Nothing contained herein shall be construed to limit or impair the jurisdiction of the Senate Committee on Student Discipline (SCSD) over student disciplinary matters. Departments that become aware of repeat offenders are encouraged to call these cases to the attention of their college. Colleges are encouraged to make special note of repeat offenders to the SCSD. The SCSD will address multiple violations of the academic integrity policy by the same student.

§ I-407 Reporting and Record Keeping

- (a) Report. Once a violation of academic integrity matter has been resolved (a finding of violation, sanction and completion of appeals process or expiration of time to appeal), the EO shall prepare a report of the violation. The report shall include:
- (1) the nature of the alleged violation of academic integrity;
 - (2) if applicable, the appeal procedures followed and the recommendation of any hearing committee; and
 - (3) the final decision and sanction(s) imposed.
- (b) Transmittal. The EO shall send a copy of this report, including the student's name and University Identification Number, to the college in which the course or examination was conducted, to the college or equivalent academic unit in which the student is enrolled, and to the Director of the Office for Student Conflict Resolution within ten (10) business days of the resolution of a case.
- (c) Record Retention. A record of the infraction will remain in the student's department and college files (both the student's college of enrollment and the college in which the course or examination was conducted), pursuant to the university's record retention policy. The Director of the Office for Student Conflict Resolution will retain the information pursuant to the university's records retention policy.
- (d) Annual Report. The Director of the Office for Student Conflict Resolution shall compile an annual report to the Senate on the number and severity of such infractions of academic integrity, without identification of the individuals involved. The report shall be available to the public.

PART 5. CLASS ATTENDANCE

§ I-501 All Students

- (a) Regular class attendance is expected of all students at the university. The authority to excuse absences rests with the course instructors, subject to the requirement to reasonably accommodate class absences as set forth in this part (Article I, Part 5).
- (b) Instructors of fully online courses may not require in-person attendance for any course component, including exams, without the permission of the unit EO and the Office of the Provost. Permission for in-person components for fully online courses will require justification, and any approved requests necessitate clearly informing students in writing of the in-person requirement(s) prior to the first course meeting.
- (c) Instructors are strongly encouraged to make a course syllabus available to all students prior to the deadline for an undergraduate student to add a course (see the Office of the Registrar Academic Calendars (<https://registrar.illinois.edu/academic-calendars>) for the current term for the specific date). A syllabus should include the instructor's course attendance policy and the due dates of all major assignments, quizzes, and examinations. The student is encouraged to inform the instructor of any known conflict as soon as possible, but no later than one week before the date of the quiz or examination or due date of the assignment. (Note that conflict policies stated in the syllabus take priority over this

rule.) Students should notify the instructor in advance of missing any class or as soon as possible thereafter. If a student is unable to contact instructors due to hospitalization or other emergency, the student may contact the Student Assistance Center in the Office of the Dean of Students during business hours to request that email notification be sent.

- (d) Students whose absences meet the criteria below may contact the Student Assistance Center in the Office of the Dean of Students to request an absence letter, if it is required by an instructor. Absence letters, however, do not excuse students from class or ensure that make-up work will be permitted. This authority rests with each instructor. These letters are intended to provide information to the instructors who require them and can be used to help the instructor determine whether or not to excuse the absence and allow make-up work. Except for absences related to religious beliefs/observances/practices, which are addressed in § 1-501(d)(4) below, students should request absence letters as soon as possible after the student's return from the absence, but no later than 10 business days after the student's return to class. The Student Assistance Center will not provide letters requested outside of this timeframe.

An absence letter may be requested for documented absences resulting from:

- (1) Prolonged illness or injury of student of three days or more. The illness must be formally documented by a health care provider who has provided the student treatment and must be on the provider's letterhead. Students with chronic health conditions and/or disabilities that may affect their class attendance should register with Disability Resources and Educational Services (DRES), in accordance with § 1-110.
 - (2) Life threatening or serious illness or injury of an immediate family member including parents, legal guardian, spouse/partner, siblings, children, or grandparents. Relatives-in-law and step relatives in categories above are also included. The condition of the family member must be formally documented by the treating health care provider and must be on the provider's letterhead.
 - (3) Death of a family member (See Student Bereavement Guidelines <http://odos.illinois.edu/community-of-care/resources/students/bereavement>).
 - (4) A student's religious beliefs, observances, and practices. University policy and state law require that all instructors reasonably accommodate conflicts with class attendance and work requirements resulting from a student's religious beliefs, observances, and practices. (See § 1-107.) Students should consult with their instructor regarding any potential conflicts. Should any instructor require an absence letter in order to manage the absence, students should complete the Request for Accommodation for Religious Observances form, which can be found on the Office of the Dean of Students website. In order to best facilitate planning and communication between students and faculty, students should make requests for absence letters as early as possible in the semester in which the request applies.
 - (5) A student serving as a volunteer emergency worker, as defined in the Volunteer Emergency Worker Job Protection Act. University policy and state law require that all instructors reasonably accommodate conflicts with class attendance and work requirements resulting from a student's serving as a volunteer emergency worker.
 - (6) Significant and compelling circumstances beyond a student's control. This may include medical treatment or surgery related to a prolonged illness or injury; pregnancy; legal matters; citizenship or naturalization processes; or acts of nature which cause destruction to the student's primary residence or which disrupt air travel such that a student is unable to return to campus as planned. These circumstances must be documented. Absence letters will not be approved for classes missed: (i) to attend family events such as weddings, graduations, or reunions; (ii) to be present for circumstances related to extended family members including illness; (iii) to attend job or graduate school interviews; or (iv) for other reasons which do not satisfy the standard of significant and compelling, as determined by the Student Assistance Center.
- (e) University policy and state law require instructors to reasonably accommodate students whose class absences result from religious beliefs, observances, and practices or from serving as a volunteer emergency worker under the Volunteer Emergency Worker Job Protection Act.

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- (f) Instructors must also reasonably accommodate students whose class absence resulted from formal participation in scheduled activities of officially recognized groups such as athletic teams, performing groups, and the Urbana-Champaign Senate. Policy governing class attendance of student athletes, as adopted by the Senate, is found in § 1-502.
- (g) Instructors shall hold all students who miss class for the reasons set forth in § 1-501(e) and § 1-501(f) to the same standard. Accommodating absences for some groups but not others amounts to invidious discrimination and is against university policy. (See § 1-108.)
- (h) For an absence to be excused and make up work to be accepted, the student must provide an explanation to the instructor and supply supporting evidence as required by the instructor, which may include an absence letter, when the absence meets the criteria outlined above. The student must make arrangements with the instructor to make up missed work expeditiously. (See § 3-201 for information about absence from final examinations and § 3-202 for information about absence from outside of class period, midterm, and hourly examinations.) Any student may appeal in writing an instructor's decision regarding an absence to the executive officer of the academic unit offering the course. Before taking action, the executive officer should request that the instructor explain their denial in writing.
- (i) The instructor decides when a student's attendance becomes irregular. In this case, the instructor may send oral, written, or electronic notice of the student's irregular attendance to the dean or designee of the student's college. The dean shall then notify the student in writing, with a copy to the instructor.
- (j) If, after receiving a notice described in subsection (i) above, a student's attendance continues to be irregular, the instructor may report this fact to the student's college dean. The dean or designee of the student's college, in consultation with the instructor, may determine that the student's attendance has become so irregular that the student's progress in meeting course objectives is likely to be severely impaired. The dean may require the student to withdraw from the course with a grade of Withdrawal or Failure.
- (k) General Provisions
 - (1) A student may notify the Student Assistance Center in the Office of the Dean of Students if the student will be unavoidably absent from class because of illness, death in the family, or other emergency. The Student Assistance Center will pass this information along to instructors and the student's college as is appropriate. This communication is meant for information and does not certify the validity of the student's reason for absence.
 - (2) Class absences before and after vacations are treated like any other absences during the semester.
 - (3) Regularly scheduled classroom or laboratory work shall have precedence over instructional field trips except on the second Saturday of each month.
 - (4) Because McKinley Health Center does not provide medical excuses, instructors should be aware that a student may not be able to provide formal documentation for minor illnesses of less than three days.

§ I-502 Student Athletes

- (a) The Athletic Board of the Urbana-Champaign Senate has delegated authority to review and approve or disapprove schedules for all intercollegiate athletic contests that involve participants from the Urbana-Champaign campus to the Academic Progress and Eligibility Committee (APEC). Each athletic team schedule must adhere to APEC guidelines for approved absences and must be submitted to APEC for approval.
- (b) The maximum number of school days absent during a semester for each team cannot exceed ten, not including estimates for championship and other postseason events.
 - (1) A school day is considered any day classes are scheduled during the semester, including Reading Day.
 - (2) No away athletic events are allowed during final examination periods.
 - (3) Any waivers of these regulations require the approval of the Athletic Board at the time of scheduling.

- (c) Questions about these policies should be directed to either the Division of Intercollegiate Athletics' Academic Service Office at (217) 333-2240 or the chair of the Academic Progress and Eligibility Committee.

PART 6. EDUCATIONAL TECHNOLOGIES

§ I-601 All Students

- (a) University of Illinois Urbana-Champaign courses frequently require the use of educational technologies such as learning management systems, audience response tools, e-textbooks, online homework systems, collaboration tools, discussion forums, online proctoring services, and synchronous online communication platforms. Students may be required to use university-contracted technologies to access course materials, participate in class activities, and complete course assignments. All university-contracted technologies are vetted for student data protection, privacy, and security commensurate with university standards as set by the Chief Information Officer, the Office of the Registrar, and the Office of University Counsel. Alternative options for required educational technologies will be made in the case of disability access accommodations or for religious reasons.

