

*Note: All CCSF Students must comply
with the current semester's CCSF Code of Student Conduct.
The Code of Student Conduct shown below is only a sample code of student conduct
effective as of the February 2022 revision of this DSPS Student Handbook.*

CCSF Code of Student Conduct (as of February 2022)

The following violations of College Policy subject students to disciplinary action and/or criminal prosecution:

1. Disruptive behavior, willful non-compliance, willful & persistent profanity or vulgarity, or the open and/or persistent defiance of the authority of, or persistent abuse of District personnel or officials acting in the performance of their duties, or violating the rights of other students.
2. Failure to comply with directions of District officials, faculty, staff or campus police officers who are acting in the performance of their duties, including failure to identify oneself when on District property or at a District-sponsored or supervised event, or upon the request of a District official acting in the performance of his/her duties.
3. Persistent or continued serious misconduct where other means of correction have failed to bring about proper conduct.
4. Willful misconduct which results in injury or death to a student or District personnel or which results in cutting or defacing, or other injury or damage to any real or personal property owned by the District; or injury or damage to property belonging to a member of the District community or to an authorized District visitor while on District property.
5. Assault or battery, abuse, extortion or any threat of force, violence, or death, or any terrorist threats as defined in Education Code section 48900.7(b), directed toward any member of the District community (including but not limited to students and employees), or District visitor engaged in authorized activities, or to any District property, or aiding and abetting, as defined in Penal Code section 31, the infliction or attempted infliction of physical injury to another person.
6. Disorderly, lewd, indecent, obscene, slanderous, libelous or offensive conduct, or expression (including clothing) that interferes with the District's primary educational responsibility or that breaches the peace on District property or at any District sponsored or supervised function, or such conduct or expression that so incites students as to create a clear and present danger of the commission of unlawful acts, or substantial disruption of the orderly operations of the District on any District property or at any District sponsored or supervised function.
7. Instructors in special areas (i.e., gymnasium and laboratories) and in specialized fields or disciplines (e.g., Construction, Nursing, Physical Education) may require students to wear particular clothing for suitability or to meet health and/or safety regulations.
8. Academic or intellectual dishonesty, such as cheating or plagiarism. Cheating is defined as taking an examination or performing an assigned, evaluated task in a dishonest way such as having improper or unapproved access to answers or exams. Plagiarism is defined as the unauthorized use of the written language and thought of another author without proper quoting or citing and representing him/her as one's own.
9. Dishonesty, such as theft or the unlawful taking of property from the rightful owner, or knowingly receiving stolen property belonging to the District or any other rightful owner, knowingly furnishing false information to the District including misrepresentation of oneself or of an organization as an agent of the District, or forgery, alteration, or misuse of District documents, records or identification.
10. Failure to satisfy District financial obligations, including but not limited to damages to District property and equipment.
11. Participation in gambling, which includes betting, wagering or selling pools, playing card games for money, or using District resources (including but not limited to telephones and computers) to facilitate gambling.
12. Unauthorized entry to or use of District facilities, supplies or equipment (including but not limited to computing, networking and information resources).
13. Defacement and/or destruction (without approval) of District property, equipment, and records are prohibited.
14. Violation of District rules and regulations, including those concerning student organizations, the use of District facilities, or the time, place and manner of public expression or distribution of materials, as defined in Education Code section 66301.
15. Violation of other applicable federal, state and municipal laws and District rules and regulations in connection with attendance at programs or services offered by the District or while on District property or at District-sponsored activities.

16. Violation of parking rules and regulations as well as traffic regulations on District property, including but not limited to speeding, driving in the wrong direction, or other reckless driving behavior.
17. Entry of visitors (including infants and children) in a classroom without the prior consent of the instructor. If a child or infant interferes with the instructor's ability to teach, students whose children or infants require the use of childcare services should register with CCSF's childcare resources.
18. Entry of animals in classrooms or labs except as necessary to provide reasonable accommodations and assistance to disabled students. Students who require the use of a service or comfort animal should register with and provide documentation to Disabled Students Programs and Services (DSPS).
19. Obstruction or physical or verbal disruption of classes, computer laboratories or study facilities (including but not limited to Library and Learning Assistance Center), student activities, administration, disciplinary procedures, governance processes, or other authorized District activities, services, operations or functions, or prevention of authorized guests from carrying out the purpose for which they are on District property.
20. Violation of the District's Computer Usage Policy (see appropriate sections of the CCSF College Catalog for a complete version of the Policy).
21. Use by any person, including a student, of any electronic listening or recording device in any classroom without the prior consent of the instructor (as defined in Education Code 78907), except as necessary to provide reasonable auxiliary aids and academic adjustments to disabled students. Any person, other than a student, who willfully violates this section, shall be guilty of a misdemeanor.
22. Persistent and willful use of a cell phone or other communication device by a student in a classroom or laboratory (e.g., talking, text-messaging, recording) without the prior consent of the instructor or laboratory monitor.
23. Possession while on District property or at any District sponsored function, of any of the following weapons (except for persons given permission by the Chancellor or designee as members of law enforcement operations): any instrument or weapon of the kind commonly known as black-jack, fire bomb, billy club, sand club, metal knuckles; any dirk, dagger, or knife having a blade longer than two inches; any switchblade longer than two inches; any razor with an unguarded blade; any firearm (loaded or unloaded) such as a pistol, revolver, rifle, automatic or semi-automatic weapon; any metal pipe or bar used or intended to be used as a club; or any other item, such as a chain that can be used as a threat to do bodily harm.
24. Unlawful use, sale, distribution or possession of, or the presence on campus while under the influence of any controlled substance as listed in the California Health & Safety Code (except as expressly permitted by law and evidenced by medical authorization), or the use, sale, or distribution of any poison classified by laws defining controlled substances, while on District property or at District functions, or the unlawful use, possession of or offering, arranging or negotiating the sale of any drug paraphernalia.
25. Willful or persistent smoking including vaping and expectorating chewing tobacco in any area where smoking has been prohibited.
26. Violation of the District's Sexual Harassment Policy as defined by Board Policy 1.36.
27. Violation of the District's Sexual and Other Assaults on Campus Policy as defined by Board Policy and Administrative Procedure 2.09.
28. Harassing, provoking, intimidating or threatening anyone who is a witness in a school disciplinary proceeding, administrative proceeding or law enforcement investigation for the purpose of preventing the individual from being a witness or retaliation for being a witness.
29. Engaging in intimidating conduct or bullying against another student or employee of the District through words or actions, including direct physical contact, verbal assaults such as teasing, name-calling, social isolation, manipulation, and cyberbullying (e.g., baiting and sexting) or engaging in intimidating conduct or bullying through other electronic means (e.g., social media, cellular phones, and email).
30. Causing, threatening or attempting to cause or participating in an act of hate violence, as defined in Education Code Section 233(e).
31. Stalking, defined as a pattern of conduct by a student with intent to follow, alarm or harass another person and which causes that person to reasonably fear for his or her safety, and where the student has persisted in the pattern of conduct after the student has been told to cease the pattern of conduct. Violation of a restraining order shall also constitute stalking under these Rules of Student Conduct.
32. Participation in hazing (e.g., verbal abuse, threats or implied threats, beating, paddling, branding, other forms of assault, and forced or coerced behavior of any kind).

Forms of Disciplinary Sanctions (from 2021-22 CCSF College Rules & Regulations)

- **Warning:** A written or oral statement to the student that the student has violated the Code of Student Conduct.
- **Reprimand:** A written notice by the Disciplinary Officer that the student has violated Code of Student Conduct issued and placed in the student's college disciplinary record.
- **Restriction:** Limitation of a student's access to specified campus classes, resources, services, events or facilities for a specific period of time.
- **Restitution:** Reimbursement to the District for damage(s) to property or for misappropriation of funds.
- **Failing Grade** on an assignment or test or in a class in proven cases of cheating, plagiarism or other forms of academic dishonesty.
- **Disciplinary Probation:** A period of observation and/or conditional participation in campus and academic affairs, activities or events. This period should not exceed one (1) calendar year. The Disciplinary Officer may require that the student meet specific conditions for being removed from disciplinary probation status. The Disciplinary Officer may reduce the length of probation upon a showing of good cause by the student.
- **Removal from an Academic Program:** Temporary or permanent exclusion from a specified academic program at the College.
- **Removal from a Class, Activity or Site:** Temporary or permanent removal from a specific class (or classes as necessary), activity, lab or location. (Temporary removal from class by the instructor for no more than two class meetings). Removal from an instructional laboratory, facility, center or other supervised student activity by the designated site administrator for no more than two days, sessions, meetings or days.
- **Suspension:** Exclusion of the student from all district classes, activities, programs and locations for a definite period of time (one or more semesters). The Disciplinary Officer may require that the student meet specific conditions to have the suspension status lifted; the Disciplinary Officer may also reduce the length of suspension upon a showing of good cause by the student or the length of the suspension may be extended for good cause.
- **Expulsion:** Permanent, indefinite exclusion of a student from all district classes, activities, services, programs, and locations.

Suspension or recommended expulsion of a student shall be accompanied by a hearing to determine if good cause warrants such suspension or expulsion. Good cause shall include but is not limited to conduct identified above as prohibited.

Student Due Process

Due process is a student's right to notice of the violation and a fair and impartial opportunity to be heard.

- **Notification and Communication:** Opportunity to receive proper notification when/if a violation of the Code of Student Conduct occurs; the opportunity to provide explanation and clarification of disciplinary processes, procedures, and decisions.
- **Disciplinary Conference:** Opportunity to be informed of the charges and present individual sides of the story. Opportunity to have an advocate (no lawyers are permitted).
- **Formal Hearing:** Opportunity to appeal disciplinary sanctions (applies only in cases of suspension and recommended expulsion). The grounds for an appeal are limited to new information, errors in statement of facts or violations of a student's due process rights.

Enforcement. The Office of Student Conduct & Discipline has the responsibility to maintain the Code of Student Conduct, to impose disciplinary sanction as appropriate, and to assure the implementation of Student Due Process.

Source <https://www.ccsf.edu/sites/default/files/2021/document/college-rules-and-regulations-2021-22.pdf>