



**ATTACHMENT 1
Student Behaviour Policy Flow Chart**

| College Response | Timeline | Responsibility |
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| <p>PLEASE NOTE: For safety or Security specific concerns, referrals are made to the Security Operations Centre.</p> | <p>Immediately</p> | <p>Student or College employee who observes or receives report of inappropriate student behaviour.</p> |
| <p>Level 1</p> <p>Responses to address inappropriate behavior:</p> <p>For students, peer to peer if comfortable.</p> <p>For staff, attempt to address the concerns informally and directly.</p> <p>Referral to College resources for additional support if required.</p> <p>Temporary student dismissal from the learning environment, as appropriate.</p> <p>Referral to the Manager, Student Rights and Responsibilities for behaviour deemed to be not manageable by the persons directly involved.</p> | <p>Immediately or a.s.a.p.</p> | <p>Student or College employee who observes or receives report of inappropriate student behaviour.</p> |
| <p>Level 2</p> <p>Referral to Manager, Student Rights and Responsibilities</p> <p>Matter reviewed by Manager, Student Rights and Responsibilities in conjunction with the Manager, Security or designate.</p> <p>Incidents and concerns reported to Director/Manager or Associate Dean who is responsible for the student, program, or area in which the incident occurred, if not already informed or involved.</p> <p>Formal review of the student behaviour incident or concern(s) may be conducted. Completed by the Manager,</p> | <p>Directly or following Level 1</p> | <p>Student or College employee who observes or receives report of inappropriate student behaviour.</p> <p>Director, Student Rights and Responsibilities Office Manager, Security or designate.</p> <p>College employee who observes or receives report of inappropriate student behaviour.</p> <p>Manager, Security</p> |

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| <p>Security or designate within five (5) working days or maximum of ten (10) working days, with extension.</p> <p>Report of findings provided to Dean of Students, Academic area Associate Dean/ Dean of the student's program or Service area.</p> <p>Sanction decision made by Dean of Students informed by Manager Student Rights and Responsibilities and Manager, Security and in consultation with area administrator, as appropriate.</p> <p>In the case of suspension, a written letter outlining the sanction and rationale will be provided to the student.</p> | | <p>Manager, Security</p> <p>Dean of Students</p> <p>Director, Student Rights and Responsibilities Office, Manager, Security, Dean of Students as appropriate.</p> |
| <p>Level 3 Critical Behavioural Incident</p> | | |
| <p>Interim suspension issued by the Manager, Security to allow for an investigation period</p> <p>Management of the matter under ERP810-Reporting and Responding to Violence Procedure will be considered when serious, imminent, life threatening injuries occur.</p> <p>Final decisions regarding suspensions and expulsions reside with the Dean of Students, informed by the Manager, Security and in consultation with a Mohawk Executive if required.</p> <p>Written letter outlining the final decision and rationale provided to a suspended or expelled student.</p> | <p>Immediately/as indicated</p> | <p>Manager, Security</p> <p>Dean of Students</p> <p>Dean of Students Mohawk Executive</p> <p>Manager, Security and/or Dean of Students.</p> |
| <p>Re-Entry Process</p> <p>Students seeking re-entry to the College following suspension or expulsion are required to contact the Manager, Security to make this</p> | | <p>Student</p> |

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| <p>request.</p> <p>Meeting with student, Manager, Student Rights and Responsibilities and Manager, Security to explore the student's circumstances, develop re-entry plan where indicated.</p> <p>Re-entry plans approved by Dean of Students</p> <p>Behavioural contracts may be issued</p> | | <p>Manager, Student Rights and Responsibilities Manager, Security</p> <p>Dean of Students</p> <p>Director, Student Rights and Responsibilities Office</p> |
| <p>APPEAL PROCEDURE Activity</p> | <p>Timeline</p> | <p>Responsibility</p> |
| <p>Appeal initiated by Student. Written Notice of Appeal filed and \$25 fee paid to Registrar.</p> | <p>Within ten (10) working days of the date decision was rendered to student</p> | <p>Student Registrar's Office</p> |
| <p>Appeal Hearing Set up</p> | <p>Within ten (10) working days of the date of filing the appeal</p> | <p>Registrar's Office</p> |
| <p>Appeal Conducted</p> | <p>Within ten (10) working days of the date of filing the appeal</p> | <p>Registrar (Chair) 1 Faculty member 1 Non Faculty member 2 Students (1 from MSA or MCACES Board and 1 student at large 1 Associate Dean</p> |