Students, faculty, and staff each have responsibility for maintaining an appropriate learning environment. Students who fail to adhere to behavioral standards established by the University of Maryland Eastern Shore may be subject to conduct intervention as documented in the University of Maryland Eastern Shore Student Code of Conduct.

Faculty and staff have the professional responsibility to set reasonable standards and behavioral expectations for their classrooms and campus facilities, and have the obligation to take the appropriate course of action when student behavior substantially interferes with their ability to execute their assigned duties.

Disruptive behavior is defined as conduct, by a student that negatively impacts the University community. This behavior detracts from any student’s ability to benefit from an environment that is conducive to academic, spiritual, emotional, and social growth. The University of Maryland Eastern Shore considers disruptive behavior to be inclusive of, but not limited to speech or actions which: 1) are disrespectful, offensive, and/or threatening, 2) interfere with the learning and or social activities of other students, 3) impede the delivery of University services, and; or 4) have a negative impact in any learning environment – including department and staff offices, the Library, the Computing Center, the Learning Assistance Centers, labs, clinical sites, services learning sites, classrooms, and residential facilities, etc. (see Student Code of Conduct). Disruptive students in the academic setting hinder the educational process. The purpose of this communication is to clarify what constitutes disruptive behavior in academic and social settings; what actions faculty, staff, and the Office of the Associate Vice President for Student Affairs and Enrollment Management may take in response to disruptive conduct; and the authority of university officials to initiate disciplinary proceedings against students for disruptive conduct.

Disruption, applied within the academic setting, means behavior that a reasonable faculty or staff member would view as interfering with normal university functions. Examples include, but are not limited to: persistently speaking without being recognized or interrupting other speakers; behavior that distracts the class from the subject matter or discussion (i.e. use of cell phone); or in extreme cases, physical threats, harassing behavior or personal insults, or refusal to comply with directions given by members of the faculty or staff.

Civil expression of disagreement with the course instructor, during times when the instructor permits discussion, is not in itself disruptive behavior and is not prohibited.

Some disruptive students may have emotional or mental disorders. Although such students may be considered disabled and are protected under the Rehabilitation Act/ADA, they are held to the same standards of conduct as any other student.

Policy Statement

- Students are required to adhere to the behavior standards listed in the University of Maryland Eastern Shore Student Code of Conduct and to refrain from disrupting classes, other university settings or sponsored events.

- If a student is disruptive, the faculty/staff member and/or the relevant chair’s office may ask the student to stop the disruptive behavior and warn the student that such disruptive behavior can result in academic or disciplinary action.

- Faculty/staff members are authorized to ask a student to leave a classroom or other facility, if they deem it necessary. If the faculty/staff member does this, s/he shall file an Incident Report with the Judicial Administrator, the Office of the Associate Vice President for Student Affairs and Enrollment Management, and the Department Chair or Director within 24 hours. The incident report should contain the name of the student(s), a full detailed description of the behavior, location, date, and time of the incident, including the response, involvement and role of the faculty/staff member involved, as well as the names of witnesses. The Conduct Administrator shall provide the student with a copy of the report.
Faculty/staff members may also exclude a student from the classrooms or other facility pending resolution of the matter by: (1) informing the student of the exclusion, (2) informing the student of his/her rights to request an expedited review of the exclusion, and (3) by immediately referring the matter to the Conduct Administrator by submitting the Incident Report, and by informing the relevant departmental chair, the Office of the Associate Vice President for Student Affairs and Enrollment Management/Conduct Administrator. If such exclusion occurs, and if the student requests a review, the Conduct Administrator shall review the exclusion within five business days of the date the student requests the review.

Nothing in this policy prohibits an immediate call to the University of Maryland Eastern Shore Office of Public Safety (Police Department), or referral of the matter to another policy office, as determined to be appropriate by the classroom instructor or staff member.

Possible Sanctions
Authority of Instructor and Relevant Assistant/Associate Vice President for Student Affairs and Enrollment Management:

- Warning
- Exclusion from the instructor's classroom or academic area, pending expedited review by the Conduct Administrator
- Academic sanction, if course participation is a component of the final grade and is indicated in the course syllabus

Authority of the Conduct Administrator/Conduct Board

- Warning
- Educational Sanctions, such as class, papers or community service
- Disciplinary Probation
- Suspension
- Expulsion
- Exclusion from any part of or all of campus

Authority of the Vice Presidents or Assistant/Associate Vice Presidents

- Summary Suspension
- Exclusion from any part of or all of campus

Documentation
Instructors should be aware that notes of the dates, times, witnesses and details of the incidents of disruption, and the impact of the disruption on those present, may be important in any future proceedings which may be necessary. Referrals to the Conduct Administrator require written documentation containing factual and descriptive information. The student is entitled to see this documentation.

Resources

- University of Maryland Eastern Shore
  - Public Safety Emergency – ext. 3300
  - Non-emergency – ext. 6590
- Counseling – ext. 6449
- Disability Services – ext. 6461
- Conduct Administrator – ext. 8440
- Assistant Conduct Administrator – ext. 6443
- Assistant/Associate Vice President for Student Affairs – ext. 6687/ 8440
Disruptive Classroom Incident Report

The Disruptive Classroom Incident Report shall contain the following information:

- Date of Report:
- Student's Name:
- ID#:
- Instructor's Name:
- Instructor's Phone Number:
- Instructor's E-Mail:
- Title of Course, Course Number and Section:
- Date/Time/Location of Incident:
- A detailed summary of the incident, including a description of the disruptive behavior:
- Witnesses:
- Action, if any, taken by the instructor (e.g. student warned, asked to leave the class, etc.):
- Recommended course of action and reasons for this recommendation?
- Instructor's Signature:
Disruptive Student Incident Report

Please complete this report, filing one copy with the Office of Public Safety and one copy with the Conduct Administrator in the Office of the Associate Vice President for Student Affairs and Enrollment Management.

Date: ___________________________

Person filing report: ______________________________ Phone: ______________________

Email Address: _________________________________

Date of Incident: __________ Location of Incident: ______________________________

Title of Course, Course Number and Section: _______________________________

Date/Time/Location of Incident: __________________________________________________________________________

Student Name: ___________________________ ID#: __________________________

Give a descriptive summary of the incident, describing in detail the disruptive behavior; action, if any, taken by the instructor (e.g. student warned, asked to leave the class, police notified, student removed from classroom, etc.); recommended course of action and reasons for this recommendation? Attach additional page(s) as needed.

Instructor's Signature: ___________________________