



**ATTACHMENT 1
Student Behaviour Policy Flow Chart**

College Response	Timeline	Responsibility
<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>

<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>

<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>