

POLICY FOR DEALING WITH DISRUPTIVE STUDENTS

Disruptive students interfere with the learning process and educational mission of the university. Students are obligated to abide by the Student Code of Conduct (codified by the Board of Trustees of the Connecticut State University System and publicized under "Student-University Relations" in the *Southern Connecticut State University Student Handbook*) and all local, state, and federal laws. Students also are obligated to abide by the standards and expectations of proper classroom decorum as established by professors in their class syllabi.

Disruptive students may be subject to immediate discipline by the Office of the Assistant Vice President and Dean of Student Affairs. Therefore, in the event of an incident, faculty members are advised to follow the established university procedure for dealing with disruptive students:

1. The professor should inform the disruptive student, either verbally or in writing, that such behavior will not be tolerated in the classroom, and that the student may be removed from the class. The verbal warning may take place privately or in the presence of others as witnesses.
2. The professor simultaneously should inform the Department Chairperson and the Academic Dean via memo or e-mail that a warning has been issued to the disruptive student. The professor may request that the Department Chairperson and the Academic Dean meet with the student to firmly warn the student of the potential consequences of disruptive behavior and to reiterate that the professor has full authority in the classroom.
3. If the student's behavior continues to be disruptive, the professor should inform immediately the Assistant Vice President and Dean of Student Affairs, the Department Chairperson, and the Academic Dean via e-mail or memo. The Assistant Vice President and Dean of Student Affairs may refer the student to the Director of Judicial Affairs who will begin the formal process of charging a student with a violation of the Code of Conduct.
4. If the disruptive outburst is of such a nature that the professor cannot gain control of the class or the safety and welfare of the professor and/or students are in jeopardy, the professor should immediately contact Campus Police (or ask another student in the classroom to contact Campus Police) by using the red emergency phones located in hallways throughout the campus that instantly connect to Campus Police, or by calling 392-5375 if a cell phone is used. Formal disciplinary procedures and possible arrest of the disruptive student may follow.

The university has zero tolerance for disruptive students. The safety and welfare of all members of the university community and the uninterrupted process of the university's educational mission are paramount to the administration. Any questions or concerns about disruptive students and the disciplinary procedure should be directed to the Office of the Assistant Vice President and Dean of Student Affairs at 392-5556.

If a Hostile Intruder is Present on Campus



In the wake of the Newtown tragedy, safety and security have been uppermost on everyone's minds. The following is an overview of steps that can be taken if a hostile intruder is present on campus. More information on the university's comprehensive response to a range of emergency situations can be found at:

www.SouthernCT.edu/emergencypreparedness



QUICKLY DETERMINE THE MOST REASONABLE WAY TO PROTECT YOUR OWN LIFE.

EVACUATE

- Have an escape route plan in mind.
- Leave your belongings.
- Keep your hands visible.

OR HIDE OUT

- Hide in an area out of the suspect's view.
- Block entry to your hiding place and lock all doors.

OR TAKE ACTION

(As a last resort and only when your life is in imminent danger).

- Attempt to incapacitate the suspect.
- Act with physical aggression and throw items at the suspect.

HOSTILE INTRUDER INSIDE A BUILDING:

- **DO NOT** pull a fire alarm.
- Lock and barricade the doors to the room and turn off the lights
- Close or lower blinds, if possible.
- Silence cell phones and other electronic devices and turn off radios and computer monitors.
- Stay out of sight of windows and doors.
- **BE QUIET AND STAY CALM.**
- Stay in hiding until a police officer gives an "All Clear" notification.

HOSTILE INTRUDER

OBSERVED OUTSIDE A BUILDING:

- Run away from the threat as fast as you can.
- Do not run in a straight line.
- Keep objects or buildings between you and the threatening individual.
- If you can, get away from the area of immediate danger and warn others not to enter.
- If the hostile intruder is near you and causing great harm, hide if at all possible.

DIAL 911 AND REPORT WHEN SAFE TO DO SO:

If not safe to speak, Dial 911 and leave the line open so the police can listen to what is taking place.

Remain calm and if it is safe to speak, be prepared to provide the following information:

- Your location, name and contact information.
- The number of gunmen/hostile intruders and their description, if possible
- The type of weapons involved (knife, handgun, long gun, etc
- The location of the gunmen/hostile intruders and their direction of movement
- The number of potential victims

WHEN LAW ENFORCEMENT ARRIVES

Your attention to Law Enforcement officers is vital for survival, so it is important to remain calm and follow their instructions.

After putting down any handheld items such as bags, backpacks, jackets, etc. , immediately raise your hands and spread your fingers. Keep your hands visible at all times and avoid making quick movements towards officers, grabbing onto them or pointing, screaming or yelling at them.

DO NOT stop and ask officers for directions or help when evacuating, just proceed in the direction from which the officers are entering the scene.

NOTE:

Arriving officers will not stop to help injured persons, as their response is to stop the active shooter, so be cognizant of this. Rescue teams comprised of additional officers and other emergency medical personnel will treat and remove any injured persons. They may call upon able-bodied individuals to assist them in removing the wounded from the premises.

Once you have reached a safe location or an assembly point, you will likely be detained in that area by Law Enforcement until the situation is secure and all witnesses have been identified and questioned.

DO NOT leave until released by law enforcement authorities.

If you have any questions, please contact the Southern Police at 203-392-5375