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### Sanction Guidelines for Violations of the Covenant

Carleton College. Dean of Students Office

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Carleton College. Dean of Students Office, "Sanction Guidelines for Violations of the Covenant" (2020).  
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DIVISION OF STUDENT LIFE (<https://www.carleton.edu/student-life>)

*Dean of Students (<https://www.carleton.edu/dean-of-students/>)*



# Sanction Guidelines for Violations of the Covenant

The College has developed the [Carleton Community Covenant](https://d31kydh6n6r5j5.cloudfront.net/uploads/sites/393/2020/08/CarletonCommunityCovenant.pdf) (<https://d31kydh6n6r5j5.cloudfront.net/uploads/sites/393/2020/08/CarletonCommunityCovenant.pdf>) to outline expectations for health and safety behaviors during the COVID-19 period. Every member of the Carleton community who is on campus at any point during the COVID-19 period is required to review and commit, by signature, to the standards and expectations that are stated in the covenant, and follow its directives.

This covenant is, first and foremost, an agreement based on respect. Its central themes focus on respect for self, respect for others, and respect for the spaces we occupy and share. It is our collective responsibility to adhere to the new standards, expectations, and norms that have been necessitated by the COVID-19 pandemic.

Students will be referred to the conduct process if they do not follow the directives of the [Carleton Community Covenant](https://d31kydh6n6r5j5.cloudfront.net/uploads/sites/393/2020/08/CarletonCommunityCovenant.pdf) (<https://d31kydh6n6r5j5.cloudfront.net/uploads/sites/393/2020/08/CarletonCommunityCovenant.pdf>). Because actions inconsistent of the covenant jeopardize the health and safety of others, students may receive any of the following charges (as applicable) which violate the Carleton Community Covenant and the [Carleton Community Standards](https://apps.carleton.edu/handbook/community/?policy_id=6131) ([https://apps.carleton.edu/handbook/community/?policy\\_id=6131](https://apps.carleton.edu/handbook/community/?policy_id=6131)):

- **Refusal to comply** (non-compliance with expectations/directives)
- **Guest policy violation**
- **Improper party** (hosting and/or participating in a gathering that doesn't follow [protocols for social gatherings](https://staysafe.mn.gov/individuals-families/social-gatherings.jsp) (<https://staysafe.mn.gov/individuals-families/social-gatherings.jsp>))
- **Disorderly conduct** (disregard for the health & safety of the Carleton community)

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## Violation Levels & Usual Response/Examples of Types of Violations

### Low-level violations of the Community Covenant

A staff member may have a conversation with the student.

Examples:

- Non-compliance (1st time) with:
  - Wearing a mask
  - Physically distancing
  - Moving public area, classroom, or dining hall furniture

### Mid-level violations of the Community Covenant

The student may be referred to the conduct process through a report and meet with the Assistant Dean of Students/Director of Community Standards. See sanction guidelines below.

Examples:

- Non-compliance after 1st warning (has become a pattern of behavior)
- Guest policy violation

- Participating in a party (not as host) which doesn't follow protocols for social gatherings

## High-level violations of the Community Covenant

The student may be referred to the conduct process through a report and meet with the Assistant Dean of Students/Director of Community Standards. In these cases the student may lose on-campus privileges, including residency, employment, and in-person activities/classes. See sanction guidelines below.

Examples:

- 2nd mid-level violation
- Hosting a party (not following [protocols for social gatherings \(https://staysafe.mn.gov/individuals-families/social-gatherings.jsp\)](https://staysafe.mn.gov/individuals-families/social-gatherings.jsp))
- Willfully ignoring isolation rules after being diagnosed with COVID19
- Other serious cases of disregard for health & safety

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## General Sanction Guidelines\* for Conduct Process

### Refusal to comply (pattern of not wearing a face mask and other types of non-compliance with covenant directives)

- 1st time – meeting with Assistant Dean / educational conversation, written warning, parental notification
- 2nd time – meeting with Assistant Dean / review for removal from campus, disciplinary probation, parental notification

### Guest policy violation

- 1st time – meeting with Assistant Dean / educational conversation, written warning, parental notification
- 2nd time – meeting with Assistant Dean / review for removal from campus, disciplinary probation, parental notification

### Improper party / *Participating* in a gathering that doesn't follow protocols for social gatherings

- 1st time – meeting with Assistant Dean / educational conversation, written warning, parental notification
- 2nd time – meeting with Assistant Dean / review for removal from campus, disciplinary probation, parental notification

### Improper party / *Hosting* a gathering that doesn't follow protocols for social gatherings

- 1st time – meeting with Assistant Dean, residential and/or disciplinary probation, immediate consideration for removal from campus based on severity/impact, parental notification

### Disorderly Conduct / Disregard for the health & safety of the Carleton community

- 1st time – meeting with Assistant Dean, residential and/or disciplinary probation, immediate consideration for removal from campus based on severity/impact, parental notification

*(Disorderly conduct would typically apply in cases of intentional harm to others which disregards the health and safety of the community (e.g. willfully ignoring isolation rules after being diagnosed with COVID19, coughing in someone's face on purpose, retaliation such as falsely reporting a concern, etc.)*

\*These are sanction **guidelines** and the College may take whatever action it deems appropriate to respond to a particular situation. Other factors may be considered, such as a student's conduct history, severity of the situation, impacts, and other types of accompanying behaviors that violate [Carleton Community Standards \(https://apps.carleton.edu/handbook/community/?policy\\_id=6131\)](https://apps.carleton.edu/handbook/community/?policy_id=6131), which may result in skipping level(s), immediate removal from campus, and/or additional sanctions.

## Removal from Campus

Students sanctioned with removal from campus will lose all campus privileges including residency, employment, and access to in-person activities and in-person classes. In the event a student who is removed from campus remains eligible to take online classes, non-compliance with the covenant may result in loss of course credits when enrolled in classes that require in person attendance or activities. There will be no reimbursement for housing, classes, meal plans, student fees, etc.

### Timeline for removal from campus

Residential students who are sanctioned with removal from campus must move off of campus and turn in their keys within 24 hours of receiving the determination letter; after which they are banned from being on campus. Northfield Option students are immediately banned from being on-campus after receiving the determination letter.

## Appeals

Due to heightened safety concerns and the need for immediate response, students who are disciplined for violating the Carleton Community Covenant are not entitled to a formal appeal process through the Judicial Hearing Board.

Students may submit a letter of appeal to the Vice President for Student Life and Dean of Students within seven calendar days of the determination letter.

The timeline for removal from campus still applies during the appeal process (i.e. students will lose access to campus prior to the appeal process being completed).

Dean of Students Home (<https://www.carleton.edu/dean-of-students/>)

Meet the Office (<https://www.carleton.edu/dean-of-students/meet/>)

Communication (<https://www.carleton.edu/dean-of-students/communication/>)

Forms (<https://www.carleton.edu/dean-of-students/forms/>)

Leave of Absence or Withdrawal (<https://www.carleton.edu/dean-of-students/leaves/>)

Programs and Initiatives (<https://www.carleton.edu/dean-of-students/initiatives/>)

Student Support (<https://www.carleton.edu/dean-of-students/student-support/>)

DACA Support at Carleton (<https://www.carleton.edu/dean-of-students/student-support/daca-support/>)

Laptop Loaner Program (<https://www.carleton.edu/dean-of-students/student-support/laptop-loaner/>)

Student Vehicle Application (<https://www.carleton.edu/dean-of-students/student-support/student-parking/>)

Student Conduct Process (<https://www.carleton.edu/dean-of-students/student-support/conduct-process/>)



No Contact Order (<https://www.carleton.edu/dean-of-students/student-support/conduct-process/no-contact/>)

Student Complaints and Concerns (<https://www.carleton.edu/dean-of-students/student-support/student-concerns/>)

Frequently Asked Questions (<https://www.carleton.edu/dean-of-students/faq/>)

Staff Resources (<https://www.carleton.edu/dean-of-students/staff-resources/>)

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## Carleton College Dean of Students Office

Our office is located in  
Severance Hall  
(<https://apps.carleton.edu/map/severance/>),  
Suite 110  
(Across from Great Hall)

VP for Student Life & Dean of Students:  
Carolyn Livingston  
(<mailto:clivingston@carleton.edu>)  
Senior Assistant to the VP: Tammy Anderson (<mailto:tanderso@carleton.edu>)  
Phone: 507-222-4248 (tel:507-222-4248)

Dean of Students pages maintained by  
Tammy Anderson  
(<mailto:tanderso@carleton.edu>)  
  
This page was last updated on  
19 August 2020

(<https://www.carleton.edu>)  
One North College St  
Northfield, MN 55057  
USA  
507-222-4000  
(tel:+015072224000)

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