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### Sanction Guidelines for Violations of the Covenant

Carleton College. Dean of Students Office

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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 this year is required to review, commit by signature to the standards and expectations that are stated in the covenant, and follow the 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 hold 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 their actions jeopardize the health and safety of others, they will receive any of the following charges (as applicable) which violate 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>) 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)

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

**Low-level violations of the Community Covenant:** A staff member will have a conversation with the student.

- 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 will be referred to conduct process through a report and will then meet with the Assistant Dean of Students/Director of Community Standards; see sanction guidelines below.

- Non-compliance after 1st warning (has become a pattern of behavior)
- Guest policy violation
- Participating in a party (not host) which doesn't follow protocols for social gatherings

**High-level violations of the Community Covenant:** The student will be referred to conduct process through a report and will then 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.

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

### **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 / educational conversation, residential probation, parental notification
- 2nd time – (may start here depending on severity/impacts) meeting with Assistant Dean / disciplinary probation, removal from campus, parental notification

*(Disorderly conduct would apply in cases of intentional harm to others which disregard the health and safety of the community (ie. 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, other factors will 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. Since they will only be eligible to take online classes, non-compliance with the covenant will result in loss of course credits when enrolled in classes that require students to be in-person. 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 the safety concerns and the need for immediate response, students waive their rights to a formal appeal process through the Judicial Hearing Board when violating the Carleton Community Covenant.

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 (ie. 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/>)

► **Sanction Guidelines for Violations of the Covenant**

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/>)

Voter Registration Information (<https://www.carleton.edu/dean-of-students/resources/>)

Emergency Funding (<https://www.carleton.edu/dean-of-students/emergency-funding/>)

# Carleton College Dean of Students Office

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