College of Applied Health Sciences

Responding to Student Misconduct: Procedural Guidelines

Consistent with the UIC Dean of Students’ Student Disciplinary Policy, the Office of the Dean of Applied Health Sciences (AHS) encourages members of the college community to promptly report suspected and actual violations of the University’s Standards of Conduct for students.

For Student Misconduct

1) Decide whether the nature of the student misconduct is academic, behavioral or sexual, or any combination, thereof.

Timeline

2) During or Immediately After the misconduct: If the student misconduct is behavioral and/or sexual in nature and represents an immediate threat to the health and safety of those involved, contact university police immediately at 312-355-5555 or go to a police call station (blue-lit Startel) or panic button while the behavior is occurring or as soon after its occurrence, as possible. The student responsible for the misconduct will be managed by the UIC Police. AHS Faculty and Staff are Mandated Reporters for survivors of sexual misconduct under Title IX and should follow all procedures covered in the mandatory Title IX training provided by UIC annually. Any student disclosing that they are a victim of a Title IX incident to a faculty or staff member should first be informed that the faculty or staff member is a mandated reporter and that the information that may be disclosed would need to be reported to the University Title IX Coordinator. Students should also be offered the opportunity to disclose the incident to a confidential source, avoiding the need to inform the mandated reporter. Options for students to disclose in a non-confidential or a confidential manner are both available via the UIC Office for Access and Equity at the following link: <https://oae.uic.edu/sexual-misconduct/report-an-incident/>. ny students or faculty that are the survivors, witnesses, or otherwise recipients of the misconduct will be provided the opportunity for debriefing and follow-up support. Debriefing for those who are survivors, witnesses, or otherwise recipients of the event will be offered and arranged by the Department Head not only from the UIC Police but also through the UIC Counseling Center (for students) and the UIC Employee Assistance Program (for faculty and staff).

3) Standards for student behavior are described in the UIC Student Disciplinary Policy Standards of Conduct for (a) Classroom Behavior <https://dos.uic.edu> (Section IV.B.), (b) Health and Safety (Section IV.C.), (c) Sexual Misconduct (Section IV.D.), and (d) University Facilities, Resources, or Operations (Section IV.E.). For student misconduct that has not occurred in the moment and/or does not represent an immediate threat to the health and safety of those involved, promptly file a complaint with the Dean of Students Office, in collaboration with the Unit Head. Reports may be made using the Student Misconduct Incident Report at go.uic.edu/conductIR. Subsequent to the filing of the report the Dean of Students Office will advise as to the next steps of the review and determination process, as described in the UIC Student Disciplinary Policy Standards of Conduct. Responsibilities and obligations involving Title IX reporting may be invoked when appropriate. Non-emergency police presence or patrolling may be requested in collaboration with any or all of the following: the Dean of Students Office, the Unit Head, and the AHS Dean’s Office. The Unit Head is expected to inform the Dean’s office as soon as the initial complaint to the Dean of Students is made. With the exception of an emergency, the student’s confidentiality should be ensured.

4) If the student misconduct is academic in nature, please adhere to the UIC Student Disciplinary Policy Standards of Conduct for Academic Integrity (Section IV.A. <https://dos.uic.edu>) and, in collaboration with the Unit Head, report the incident using the Academic Integrity Incident Report at the following link: go.uic.edu/academicIR. Violations may include, but are not limited to, cheating, fabricating academic materials, facilitating academic dishonesty or plagiarism, offering bribes, favors, or threats, examination by proxy, grade tampering, submitting non-original works, and violations of other applicable policies, rules, guidelines, or procedures established by the university, college, academic unit, or instructor (e.g., in a course syllabus) related to academic integrity. Examples of such may include, but are not limited to, unacceptable conduct in clinical, practicums, internships, or off-campus training sites, fabrication of research, unauthorized collaboration, abuse of academic materials, and participation in academically dishonest activities. The Unit Head is expected to inform the Dean’s office as soon as the initial complaint is made. The student’s confidentiality should be ensured.

5) In addition to these resources, the following link: go.uic.edu/StudentAssistIR should be used to report students with concerning behavior who may be in distress or who need help or resources on campus. This may include a student who may be having mental health difficulties, experiencing housing or food insecurity, or who may need access to one-time emergency funds.