

# STUDENT CONDUCT AND DISCIPLINE POLICY

Each student is responsible for notice of and compliance with the provisions of the Regents' Rules and Regulations, Rule 50101 (<https://www.utsystem.edu/board-of-regents/rules/50101-student-conduct-and-discipline/>) and the rules of the University of Texas Health Science Center at San Antonio (<https://public.powerdms.com/UTHSA/documents/1590258/>).

All students are expected and required to:

- Obey federal, state, and local laws.
- Comply with the Regents' Rules and Regulations, Rule 50101.
- Follow The University of Texas System and institutional rules and regulations.
- Adhere to directives issued by an administrative official of the University of Texas System or the health science center in the course of their authorized duties.
- Observe standards of conduct ap

UT Health San Antonio students are expected to conduct themselves in a professional manner, not only in interaction with patients, but also with peers, faculty, and staff of the health science center and the community in general. In addition to conventional academic tests and measurement criteria for assessment, students will be evaluated on issues relating to their professional conduct/judgment according to the defined standards of the school, program, and profession for which they are in training. The specific professional discipline/school in which the student is enrolled may have additional and more specific codes of conduct.

Students are expected to reply to all written and electronic correspondence from university officials and are obligated to meet with university officials when summoned. Failure to respond to written or electronic correspondence, or failure to meet with a university official when directed, may result in referral to the individuals program and promotions board or an interim suspension until a meeting is scheduled.

Conduct matters under the scope of the academic and professional standards of expectations as defined by the educational programs in the schools will be adjudicated by the individual schools in which the educational programs are housed. As such, the dean of each school shall have the responsibility for the administration of discipline in cases concerning academic dishonesty and professional misconduct, and students will be held to the processes described in each school's policy on academic progression.

Conduct that results in suspension or expulsion from the health science center will be noted on the student's academic transcript. The designation for "Disciplinary Suspension" will be recorded on the transcript with an effective date. The student may request it be removed once conditions are met. The designation for "Expelled" along with disciplinary reason will remain on the transcript indefinitely.

## Maintenance of Disciplinary Records University Policy, State and Federal Law

Conduct case records and all supporting documentation will be maintained according to the university policies and applicable state and federal laws concerning maintenance and disclosure of student records,

protection of a student's right of privacy, and the disclosure of personal student information.

## Campus Policy Regarding Retention

The file of a student found in violation of HOP 4.2.2 Sexual Misconduct Policy (including the transcripts or recordings of the hearing) will be maintained by the Chief Student Affairs Officer and Title IX Director for seven years. Student Title IX records are confidential and are separate from the student's academic record.

The Associate/Assistant Dean of Student Affairs in each school will retain student discipline records according to the following schedule:

- a. In cases where the final disposition is expulsion from the university, denial or revocation of a degree, and/or withdrawal of a diploma, the records will be retained indefinitely.
- b. Records which are subject to maintenance under the Campus Security Act (also known as the Jeanne Clery Act) will be retained for six years from the date of the notice of final disposition.
- c. Student discipline records in all other cases are retained for six years from the date of the notice of final disposition.

When there have been repeated violations of the Student Conduct Code, all student discipline records pertaining to an individual student will be retained for six years from the date of the final disposition in the most recent case.

## Posting on Transcripts

The University Registrar is notified by the Vice President of Academic, Faculty and Student Affairs when a student is suspended due to student conduct. The fact that suspension was imposed must be posted on the academic transcript for the duration of the suspension. When a student is expelled, the fact that expulsion was imposed must be posted on the academic transcript permanently. Disciplinary actions are notated on the academic transcript. If a student has been suspended for one year, the notation is "Disciplinary Suspension - 1 YR." A two year suspension will be listed as "Disciplinary Suspension - 2 YR." If a student is expelled due to a disciplinary action, the notation will be "Expelled - Disciplinary Reason." Questions related to these actions may be directed to the Office of the Vice President for Academic, Faculty and Student Affairs.

## Denial or Revocation of a Degree

The University Registrar is notified by the Vice President of Academic, Faculty and Student Affairs of the decision to deny or revoke a degree.

## Expunging of Disciplinary Record

Disciplinary records may be expunged by the Vice President of Academic, Faculty and Student Affairs or her/his designee for good cause, upon written request of a student who has a disciplinary record. Factors to be considered in review of such petitions shall include:

- a. the person's disciplinary record as a whole
- b. the conduct of the student subsequent to the violation
- c. the nature of the violation(s) and the severity of any damage, injury, or harm resulting from it.

Disciplinary records retained for less than 120 days or designated as "permanent" shall not be expunged without unusual and compelling justification.

Expunged files will be so marked, shall not be kept with active disciplinary records, and shall not remain on the student's disciplinary record.

Please see Section 14.1.1 "Procedures and Regulations Governing Student Conduct and Discipline" (<https://public.powerdms.com/UTHSA/documents/1590258/>) of the Institutional Handbook of Operating Policies for a more detailed explanation of the policy.