

**Revise Behavioral/Criminal Infractions Policy for Carolina Online:** For consideration by Faculty Senate, date

**Proposal:** Revision of the Behavioral/Criminal Infractions Policy for University of South Carolina Online Programs, formerly known as Carolina Online

**Requested Effective Date:** September 2022

**Background:**

At its meeting on April 7, 2021, the Faculty Senate approved revisions to the Behavioral/Criminal Infractions Policy for Carolina Online. Carolina Online no longer exists and we are moving forward with using University of South Carolina Online Programs and leverage existing processes, not separate processes, to expand online program offerings. As a result, policies that reference Carolina Online need to be revised.

**Proposed Policy Revisions to the Behavioral/Criminal Infractions Policy**

<b>Policy for Carolina Online Approved on April 7, 2021</b>	<b>Proposed Revision</b>
<p><b>In-Residence Programs</b> The University of South Carolina-Columbia expects students who join its community of scholars to uphold the tenets of the Carolinian Creed and to conduct themselves according to these standards. Therefore, all applicants for undergraduate admission must disclose any school behavioral, academic or criminal infraction charges occurring prior to their enrollment at the university. Questions pertaining to infractions will be asked on the application for admission. Applicants will be instructed to provide any updated information occurring after submission of the initial application for admission. The signature [or electronic signature] section of the application attests to the accuracy and completeness of all questions on the application. Failure to provide complete and correct information is grounds for immediate revocation of admission and cancellation of registration or enrollment at the University of South Carolina.</p> <p>The questions dealing with infractions will direct the applicant to provide a written description of the infraction, appropriate date(s), and ultimate resolution or current disposition. Applicants disclosing an infraction will be flagged in the admissions system to prevent any definitive admission decision until the infraction is reviewed and the student cleared for final action by the director of admissions.</p>	<p><b>In-Residence Programs</b> The University of South Carolina-Columbia expects students who join its community of scholars to uphold the tenets of the Carolinian Creed and to conduct themselves according to these standards. Therefore, all applicants for undergraduate admission must disclose any school behavioral, academic or criminal infraction charges occurring prior to their enrollment at the university. Questions pertaining to infractions will be asked on the application for admission. Applicants will be instructed to provide any updated information occurring after submission of the initial application for admission. The signature [or electronic signature] section of the application attests to the accuracy and completeness of all questions on the application. Failure to provide complete and correct information is grounds for immediate revocation of admission and cancellation of registration or enrollment at the University of South Carolina.</p> <p>The questions dealing with infractions will direct the applicant to provide a written description of the infraction, appropriate date(s), and ultimate resolution or current disposition. Applicants disclosing an infraction will be flagged in the admissions system to prevent any definitive admission decision until the infraction is reviewed and the student cleared for final action by the <b>executive</b> director of admissions.</p>

Behavioral infractions are defined as disciplinary violations at an educational institution (including a college or university) resulting in sanctions including suspension or expulsion since the 9<sup>th</sup> grade. A designated member of the admissions staff will review the application to first determine academic admissibility. If the student is admissible, the staff member will review the infraction and follow up as necessary, including contacting the applicant's previous educational institutions. The facts of the case will be documented and sent to the director of admissions who will make the final determination of admission.

Criminal infractions include misdemeanors, felonies or other crimes more serious than minor traffic violations (e.g., speeding, driving without a license, etc.). A designated member of the admissions staff will review the application to first determine academic admissibility. If admissible, the staff member will review the criminal infraction to determine the appropriate course of action. If upon investigation the staff member deems the offense to be minor the case may be documented and referred to the director of admissions for a final determination of admission.

If the infraction is more serious, in most instances the case will be sent to a special ad hoc committee<sup>1</sup> for review and determination of eligibility for admission and enrollment. The committee will have access to all application materials and information regarding the infraction and may at their discretion request additional information from the applicant or appropriate authorities outside the university.

The committee will make a formal recommendation of action to the director of admissions. If the committee approves admission they may also note any special conditions of enrollment or eligibility for on campus housing and/or referral to the campus Judicial Affairs Committee. The final decision will be made by the director of admissions.

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applicant. If the student is deemed as unfit for university enrollment this will be communicated.

The director of admissions will provide an annual written report to the University Admissions Committee regarding number of cases reviewed and final action in each infraction category.

1. The ad hoc committee may include representation from the following offices: Judicial Affairs, Faculty Senate Committee on Admissions, Housing/Student Affairs, Campus Safety and Counseling Center. The director of admissions or designee will be ex officio and provide staff support to the committee.

#### **Carolina Online Programs**

The University of South Carolina-Columbia expects students who join its online community of scholars to uphold the tenets of the Carolinian Creed and to conduct themselves according to these standards. Carolina Online applicants must disclose any academic infraction occurring prior to their enrollment.

Select Carolina Online programs may ask an applicant to disclose school behavioral or criminal infraction charges occurring prior to their enrollment at the university, if required by their program of study. If required, questions pertaining to infractions will be asked on the application for admission. The questions dealing with infractions will direct the applicant to provide a written description of the infraction, appropriate date(s), and ultimate resolution or current disposition. For applicants disclosing an infraction, a designated member of the Carolina Online admissions staff will review the information submitted and follow up as necessary. If the infraction is serious, the case may be sent to a special ad hoc committee<sup>1</sup> for review and determination of eligibility for admission and enrollment. The committee will make a formal recommendation of action to the Carolina Online director of admissions and may also recommend any special conditions of enrollment and/or referral to the campus Judicial Affairs Committee.

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If the infraction is more serious, the applicant may be reviewed by a special ad hoc committee<sup>1</sup> for evaluation to further assess their eligibility for admission and enrollment. The committee will have access to all application materials and information regarding the infraction and may, at their discretion, request additional information from the applicant or appropriate authorities outside the university.

<p>The Carolina Online Director of Enrollment Management will make the final determination of admission. If there are special circumstances or conditions on the applicant’s admission, these will be communicated to the applicant.</p> <p>The Carolina Online Director of Enrollment Management will provide an annual written report to the University Admissions Committee regarding number of cases reviewed and final action in each infraction category.</p> <p>1. The ad hoc committee for Carolina Online may include representation from the following offices: Judicial Affairs and Faculty Senate Committee on Admissions. Carolina Online will provide staff support to the committee.</p>	<p><u>The committee will make a formal recommendation of action to the executive director of admissions. If the committee approves admission, they may also note any special conditions of enrollment. The final decision will be made by the executive director of admissions.</u></p> <p><u>The executive director of admissions will provide an annual written report to the University Admissions Committee regarding number of cases reviewed and final action in each infraction category.</u></p> <p>1. The ad hoc <u>committee may</u> include representation from the following offices: Judicial Affairs, Faculty Senate Committee on Admissions, <u>Housing/Student Affairs, Campus Safety and Counseling Center. The executive director of admissions or designee will be ex officio and</u> provide staff support to the committee.</p>
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**Justification:**

These revisions remove all references to Carolina Online and separate Carolina Online admission/enrollment management staff while keeping language that allows for the application to not require applicants to disclose school behavioral or criminal infraction charges unless that information is needed for a specific program. For applicants disclosing an infraction if such questions are required on the application, the revisions proposed follow the same process currently used by the Office of Undergraduate Admissions.

