

Violations of the Standards of Conduct

1. Jurisdiction and Penalties. The deciding authority to determine whether a specific action shall be treated as a violation of the Standards of Conduct lies with the regional or college Dean. Students who violate these policies may be subject to penalties outlined herein and may be subject to adverse administrative or punitive penalties under military and federal laws.

2. Responsibility for Reporting. Students and staff members who discover an apparent violation should report the matter to the course lead instructor or the Dean's office as soon as possible.

3. Procedure for Reported Violations. Upon learning of a violation, the Dean may open an initial investigation of the circumstances if deemed necessary. If the alleged violation involves the faculty or students of another DAU region or college, the respective Deans shall coordinate actions. The DAU General Counsel will act as an advisor to the Dean(s) in this process.

a. If, upon a Dean's review of an allegation (including discussion with the student), the Dean believes Student Standards of Conduct have been violated, that Dean shall present the student with the charge.

b. The Dean has the authority to:

- Direct remedial coursework (normally reserved for inadvertent violations of standards); or
- Drop the student from the course by assigning an attrition code of "K" (Disciplinary/Misconduct) for violations associated with Academic Integrity, disruptive classroom behavior, or excessive/unexcused absences. If the course is still in session, the student's parent organization and Director, Acquisition Career Management (DACM) will be notified and the student will be directed to return to their normal place of duty.

c. If the action proposed by the Dean imposes an attrition code of "K" for violating the Standards of Conduct associated with Academic Integrity, disruptive classroom behavior, or excessive/unexcused absences, a copy of the decision letter will be provided to:

- The student;
- The student's supervisor of record;
- The appropriate DACM; and
- The Center for Scheduling and Student Support (CSSS).

d. Students with an attrition code of "K" are not eligible to register for a DAU course for a period of one (1) year from the date the student was suspended. Furthermore, all current online training (OLT) enrollments will be suspended and future enrollments in instructor led training will be cancelled by the students Agency/Component Director of Acquisition Career Management. With the written concurrence of the student's supervisor, the student may initiate a request for a variance within that time, subject to the approval of the military Service or component DACM concerned.

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4. **Review/Appeal.** The student may appeal the decision of the Dean by petitioning the University Vice President by following the procedures for submitting a complaint/grievance in Attachment 13, *Student Inquiries, Complaint/Grievance Procedures*.

5. **Attrition Codes.** Students dropped from a course for violating the Standards of Conduct associated with Academic Integrity, disruptive classroom behavior, or excessive absences will be assigned an attrition code of “K” for Disciplinary/Misconduct.

6. **Investigations**

a. Investigations conducted by DAU are for the sole purpose of substantiating or vacating allegations of violations of the Standards of Conduct. They are not for the purpose of imposing adverse administrative or disciplinary action. Reports and associated documentation will be maintained as outlined in Attachment 12, *Student Transcripts, Records Retention, and Disclosure of Student Academic Records (Privacy)*.

b. DAU will not conduct investigations for or on behalf of a student’s parent organization. DAU will cooperate as required in an investigation into alleged student misconduct conducted by the student’s parent organization. Under appropriate circumstances, this may include providing a copy of any DAU investigation and supporting documents upon request of appropriate authorities from the parent agency.