

Stetson University College of Law Code of Student Professionalism and Conduct Addendum Summer 2020

The additional guidelines below have been added to the Stetson University College of Law Code of Student Professionalism and Conduct in response to COVID-19 to increase awareness, understanding, and safety among students and the university community. These guidelines are effective immediately as of summer 2020. We also want to remind you that the Code of Student Professionalism and Conduct applies to student behavior on and off campus. Although some of the policies below apply to behavior specifically on Stetson's campuses, students are still responsible for upholding Stetson standards as well as federal, state, and local laws off campus as well. We all need to work together in this unprecedented time to care for health and that of others in our community.

Below are policies for the Stetson College of Law community outlining the shared responsibility to keep our campuses safe. Failure to comply with the below guidelines could result in an immediate physical removal from a Stetson University campus. Knowingly being infected with COVID-19 and putting other community members at risk is grounds to be immediately physically removed from a Stetson University campus. Anyone failing to adhere to the below guidelines will be referred to the Office of Student Affairs to potentially go through the conduct process.

Students are expected to keep up to date on university updates and policies regarding COVID-19 and follow all policies released. All COVID-19 information can be found on the Stetson University Coronavirus Communication website: <https://www.stetson.edu/other/covid-19/>. Coronavirus policies and this addendum will be updated as needed. While we ask community members to address each other with concerns as much as possible, any community member wanting to report concerns regarding students not following coronavirus policies can do so at the Stetson University Report It Website: <https://www.stetson.edu/other/report-it/>.

Contents of Addendum to the Code of Student Professionalism and Conduct:

- Code of Student Professionalism and Conduct for Individual Students
- Sanctions for Individual Students
- Code of Student Professionalism and Conduct for Student Organizations
- Sanctions for Student Organizations
- Typical Steps for Addendum Enforcement

Student Rules of Conduct

- a) Facial Coverings
 - a. Wearing of a cloth face covering is required on all Stetson University campuses, including all indoor and outdoor spaces. See Stetson University Policy on Face Coverings <https://www.stetson.edu/other/covid-19/face-covering-policy.php>
 - b. Local, state, and federal mandates regarding face coverings must be adhered to by all College of Law students.
 - c. Exceptions to the facial coverings policy are listed on the Stetson University Coronavirus Communication website: <https://www.stetson.edu/other/covid-19/>
- b) Visitors and Guests
 - a. Visitors or guests wanting to come to campus must complete and pass a visitor screening process before they will be approved to be on campus and access any building on campus. The screening process may prevent a visitor from entering our facilities.

- b. No visitors or guests are currently permitted in the dormitories for any reason for any amount of time unless given specific written approval by Residential Life.
- c) Physical Distancing
 - a. Physical distancing (also sometimes known as social distancing) is required in all areas while on any Stetson University campus. This includes but is not limited to:
 - i. Staying at least 6 feet (about 2 arms' length) from other people
 - ii. Not gathering in groups larger than the current number of people allowed by Stetson University.
Stetson University will determine the current designated number of individuals allowed to congregate in a specific space at a specific time based on research, current trends, and suggestions by local, state, and national authorities.
 - iii. Staying out of crowded places and avoiding mass gatherings. Students should follow all physical distancing policies and not begin, hold, or participate in any gathering(s) that has more individuals than the approved number of people allowed in a specific space as designated by Stetson University.
 - iv. Limiting close contact with others outside your residential space
 - b. Any advertisement or disseminated information of a gathering with a predetermined time and place is enough to warrant an alleged violation of this policy.
- d) Screening
 - a. Self-screening will be mandatory and students will be required to follow current screening procedures, which can be found at <https://www.stetson.edu/other/covid-19/>.
 - b. Students are expected to respond honestly and truthfully when answering screening questions
 - c. Students are expected to share screening app information whenever requested to do so on campus by a university official (faculty, staff, or administration).
- e) Isolation/Quarantine
 - a. A community member may be required to isolate from the community as a preventive measure to keep the community safe. Isolating may require a student to temporarily relocate to a different residential space on campus or may require a commuter student not to come to campus.
 - i. Any student who meets the criteria set by the Department of Health (DOH) and Center for Disease Control (CDC) for isolation/quarantine must comply fully with requests of DOH, Stetson Health Service and the College of Law.
 - 1. Currently this includes individuals who show relevant sick symptoms, are directly exposed to someone who has tested positive for COVID-19, someone who tests positive for COVID-19 and someone who meets travel criteria set by CDC and State of Florida Executive Orders.
 - 2. Students may be temporarily relocated to another residential space for a mandated quarantine time. Roommates and suitemates of students who need to be isolated/quarantined may also be required to move rooms.
 - ii. Students must be cleared by Stetson Health Service to return to residential space and regular campus interactions, including classes and the library.
Students may be offered medical amnesty if through contact tracing activities they could be found to be violating the Code of Student Professionalism and Conduct. Although a code violation may not be alleged, an educational conversation may still be required.

- f) Reporting
 - a. Students are expected to report relevant sick symptoms, possible exposures to COVID-19, positive COVID-19 test results and relevant travel. Students may report in the following ways:
 - i. Filling out the Stetson University: COVID-19 Report a Concern form <https://www.stetson.edu/other/report-it/>
 - ii. Calling Stetson University Health Services (386-822-8150)
 - iii. Calling Public Safety (727.343.1262) if after College of Law business hours
 - b. Students should report any concerns for other community members who they believe has had relevant restricted travel, have been exposed, have tested positive or are experiencing relevant sick symptoms.
Stetson University and College of Law response protocol guidelines can be found at <https://www.stetson.edu/other/covid-19/health-response-protocol.php>
- g) Physical Spaces
 - a. Due to size of spaces on campus, some spaces will be unavailable or have limited capacity. Spaces could include but are not limited to meeting spaces on campus, the student lounge, residential community kitchen, laundry room, etc.
 - b. Students are expected to abide by all posted policies regulating the use of designated spaces on campus.

Individual Student Sanction Information

If a student is found responsible for violating the Code of Student Professionalism and Conduct, sanctions can range from a warning to disciplinary action. Educational sanctions will be used as needed and at the discretion of the hearing officer. Due to the serious nature of COVID-19 and safety concerns for the community, it is probable that outcomes could result in more severe sanctions than a traditional conduct case. A student found to be violating COVID policies may be given an interim physical removal from campus until the disciplinary case is resolved. For more detailed sanction information, please review the full Stetson University College of Law Code of Student Professionalism and Conduct: <https://www.stetson.edu/law/students/home/media/code-of-student-professionalism-and-conduct-pdf.pdf>

Student Organization Conduct

- a) Individual Student Rules of Conduct
 - a. Organization members are expected to adhere to all policies listed under Code of Student Professionalism and Conduct.
- b) Communication
 - a. Organizational leadership is expected to stay updated on all Stetson University COVID-19 communication and relay any necessary and needed information to members in their organization.
 - b. Organization leadership is expected to maintain communication, as needed, with the Associate Director for Student Affairs and respond to any communication that is requesting a response
- c) Meetings and Events
 - a. Meeting and Event Registration
 - i. The event registration form will be revised to collect additional information about in-person events and meetings to ensure safety of participants. Additional

- information will include RSVP information, both pre and post event, attendance rosters, etc.
- ii. Events will not be approved for programs larger than the current number designated by Stetson University.
 - iii. All meeting and event limitations will be the same for off-campus events regardless of venue regulations.
- b. Event Guests/Visitors
 - i. Approval for guests will be determined by the most current Guest Policy which can be found on the COVID website. Any approved visitors must submit the [Stetson University Visitor Screening](#) form in advance and be approved for the requested visit.
 - c. Food
 - i. No food or drinks are allowed at events, meetings, and gatherings of student organizations until notified by administration about changes in event guidelines. See <https://www.stetson.edu/other/covid-19/>
 - d. Tabling
 - i. Student organization, club and campus promotions are an integral part of Stetson's environment. We encourage this practice throughout each tier with restrictions in place.
 - 1. The table will be placed the long way so there is guaranteed 6 ft between participants
 - 2. Limit one-person tabling at a time with physical distancing and face covering.
 - 3. To reduce the amount of cross contamination, flyers, food, candy, swag etc will be prohibited. No items are to be handed out from person to person.
 - 4. Alternative suggestions include:
 - a. Use of QR codes
 - b. Use an image of the groups social media handle(s)
 - c. Have a poster at the end of the table for people to take a picture
- d) Physical Spaces
 - a. Due to size of spaces on campus, some spaces will be unavailable or have limited capacity. Spaces could include but are not limited to meeting spaces on campus, the student lounge, residential community kitchens, etc.
 - i. Organizations are expected to abide by all posted policies regulating the use of designated spaces on campus.
 - ii. If tabling, organizations are asked to stay at the tabling location they are assigned. Table placements will be made in order to decrease the likelihood of congestion between classes or queues of students.
 - e) Travel
 - a. No university-sponsored travel will be permitted during the fall semester. Travel for student organizations is defined as more than 5 miles traveling distance from campus. All meeting and event limitations will be the same for off-campus events regardless of venue regulations.
 - f) Reporting
 - a. Students organization leadership is expected to report any sick symptoms they have, especially those that are common symptoms of COVID-19. Students may report by:

- i. Filling out the Stetson University: COVID-19 Report a Concern form
<https://www.stetson.edu/other/report-it/>
 - ii. Calling Stetson University Health Services (386-822-8150)
 - iii. Calling Public Safety (386-822-7300) if after university business hours
- b. Student leadership of organizations should encourage organization members who they believe are experiencing sick symptoms to report these symptoms.

Student Organization Sanction Information

If an organization is found responsible for violating the Code of Student Professionalism and Conduct, sanctions can range from a warning to disciplinary action. Any of the sanctions applied to individuals may be applied to groups. In addition, the College of Law may suspend the group's recognition, registration, or funding. An organization who may have violated COVID policies may be given an interim physical removal from campus until the disciplinary case is resolved. Due to the serious nature of COVID-19, safety concerns for the community and the need for physical distancing, if an organization is found to be hosting unapproved events on or off campus and not following physical distancing guidelines, it is probable the outcome could result in more severe sanctions than a traditional conduct case. For more detailed sanction information, please review the full Stetson University College of Law Code of Student Professionalism and Conduct: <https://www.stetson.edu/law/students/home/media/code-of-student-professionalism-and-conduct-pdf.pdf>

Typical Steps for Addendum Enforcement

Possible actions that will be taken by University Officials if and when someone on campus is not adhering to these published guidelines:

- The first step is to talk with the student, determine the reason why they are not in compliance, and then reiterate the campus expectations regarding COVID-19 safety precautions.
- If the student does not comply, the University official will explain that further non-compliance may result in a referral for disciplinary action or being asked to leave campus.
- A student will be asked to leave campus for various reasons, including but not limited to displaying COVID-19 symptoms, coming to campus without clearing the required screening protocol, or disruption to the University community.
- Referral to the Assistant Dean at the College of Law for possible violations of University policy will only be used as a last resort.