

Non-Academic Student Code of Conduct - Policy & Procedures

1.0 Purpose

- 1.1 The University is committed to providing a safe, inclusive, and respectful environment for all members of the community, and expects all students to adhere to the highest standards of behavior both on and off-campus.
- 1.2 Provide official rules and regulations for student behavior at the American University of Iraq, Baghdad.
- 1.3 This policy outlines the University's expectations regarding non-academic conduct and establishes a framework for addressing non-academic misconduct by students.

2.0 Scope

- 2.1 The application of the student code of conduct (SCC) is used for any actions/activities that are related to the American University of Iraq Baghdad (AUIB). This includes actions taken off campus/online if members of the university community are involved.

3.0 Definitions

- 3.1 Members of the University community - individuals who are students, staff, and faculty of AUIB. This also includes staff members of the support companies that are contracted to provide services to the university.
- 3.2 Non-academic misconduct - violations of the SCC that are non-academic in nature as opposed to violations of academic integrity/student grades, such as cheating or plagiarism.
- 3.3 Student Code of Conduct (SCC) - official student rules and regulations of the university.
- 3.4 Student Conduct Officer (SCO) - member of the Department of Student Services (DSS) which works with the administrative aspects of the Student Conduct Process.

4.0 Policy

- 4.1 The expectations for student behavior should be transparent and understood by all members of the university community.
- 4.2 The student conduct system is a developmental system based on the idea of fairness for students as they learn how to be productive members of the university environment and later to be leaders in their field and country.
- 4.3 While sanctions are often part of the process, the educational aspect of the process is the chief concern. The term "in violation" or "not in violation" is used in place of the common terms "guilty/not guilty."

- 4.4 Any member of the University community who becomes aware of or experiences non-academic misconduct is encouraged to report the incident to the Department of Student Services.
- 4.5 Suspected violations of the Student Code of Conduct are reviewed by the Department of Student Services for action, either with conduct meetings with the Student Conduct Officer, the Director of Student Services, or with a university disciplinary committee based on the severity of the misconduct.
- 4.6 The Department of Student Services will conduct a thorough and impartial investigation of reported incidents of non-academic misconduct. The process may include gathering evidence, interviewing involved parties and witnesses, and ensuring due process for all parties involved.
- 4.7 If it is determined that a student has engaged in non-academic misconduct, the University may impose sanctions that could include, but are not limited to, verbal or written warnings, educational interventions, probation, suspension, or expulsion.
- 4.8 Students have the right to appeal decisions regarding non-academic misconduct sanctions. The appeals process will provide a fair and impartial review by an appropriate appeals body.
- 4.9 The University is committed to providing support to all members of the community affected by non-academic misconduct.
- 4.10 The University will provide ongoing education and prevention programs aimed at promoting a safe and respectful community and preventing non-academic misconduct. These programs may include workshops, training sessions, and awareness campaigns.
- 4.11 Students are expected to be honest in all settings within the University. This includes but is not limited to:
- Forging any part of an official document (university documents and outside documents).
 - Engaging in any act of bribery.
 - Lying and misinterpreting or misrepresenting breaches to the conduct policy or process, whether as a complainant, respondent, or witness.
- 4.12 AUIB does not tolerate discrimination on the basis of race, color, gender (male/ female), political affiliation, disability, financial or social status, marital or any other form. AUIB strongly supports the concept of diversity and mutual understanding and expects the students to adhere to the above.
- 4.13 For a AUIB setting intimidation, harassment is defined as any unwarranted aggressive pressure of unwanted attention, overzealous attention seeking, prolonged disruption or distraction and any abuse of power directed towards and individual or group.
- 4.13.1 Students should not offend the fellowship relations between the students or display any harassment/bullying behavior to fellow students and/or AUIB personnel and/or wider campus AUIB community.

4.13.2 Harassment can also be done online/within social media and messaging applications – often referred to as cyberbullying. The method of harassment can vary, but still all considered as harassment.

4.14 Inappropriate or unauthorized use of AUIB computers, systems, and other services. This includes, but not limited to:

- Using IT devices to harass or threaten or cause harm to others.
- Using IT services to access, or attempting to access, without authorization, the accounts of others.
- Using IT services to transmit any unsolicited commercial or bulk email.
- Using IT services to transmit any material (by email, uploading, posting, or otherwise) that, intentionally or unintentionally, violates any applicable laws of Iraq or AUIB policies.
- Using IT services to transmit any material that infringes any copyright, trademark, patent, trade secret, or other proprietary rights of any third party.
- Hacking into AUIB networks or systems. Installation or use of harmful software; other access, manipulation, and tampering methods that go against the purpose of the AUIB IT services.

4.15 Students must not engage in libelous conduct against any member of the University community, nor promote hate towards any individual, group, or community through social media or messaging platforms.

4.16 Any act or conduct that threatens or endangers the health and safety of others (s) on campus or at any university-sponsored or affiliated event. This includes, but is not limited to, using force or inciting violence that inflicts or potentially could inflict injury to others, enticing or inciting a person to commit acts that can cause mental or physical harm, driving a vehicle recklessly or driving to unauthorized areas, blocking, or restricting a student's movements without consent, and any form of tampering with fire safety or power supply equipment.

4.17 Unauthorized entry into restricted areas of campus is not permitted. Such areas include, but are not limited to:

- Faculty or staff offices without faculty or staff present.
- Any maintenance rooms, buildings, or spaces.
- Any area labeled with signage denying or limiting access.
- Any area not normally allowed public access.

4.18 Unauthorized use of university property or items is not permitted. Some examples include, but are not limited to:

- Faculty or staff vehicles or bicycles.
- Items belonging to someone else, without having received permission for use.
- Items or areas not clearly identified for public use.

4.19 Photography, video, and sound recording of any student, faculty, or staff without first receiving consent is not permitted.

4.20 Stealing, illegal possession, or misuse of any property belonging to AUIB, its students, faculty, staff, or guests. Any acts that damage AUIB property which includes buildings, equipment, and landscaping.

- 4.21 Students are required to follow and obey any policies and regulations of the university even if not stated within the Code of Conduct.
- 4.22 Disposing of refuse on the ground or somewhere other than designated refuse bins.
- 4.23 Intentionally causing, or attempting to cause, physical harm to another through force or violence.
- 4.24 Not following any lawful direction from a university official.
- 4.25 Preventing or disrupting university operations or the rights of students, faculty, staff, or guests of the university.
- 4.26 Possessing, distributing, or use of any kind of weapon/ firearm, explosives/ hazardous materials, fireworks, or any other materials or substances that are prohibited by law or AUIB.
- 4.27 The use of all tobacco products is prohibited in all campus buildings near entrances and open windows.
- The possession, distribution or use of alcohol and drugs is also prohibited. This includes any substance that has the potential to alter state of mind or judgment.
 - Vapes or any type of e-smoking devices are not allowed on campus.
- 4.28 Students are not allowed to post any sign on campus prior to receiving approval from the Office of Student Life. Even so, signs should not i) contain offensive statements; ii) promote violation of university policy or laws of Iraq; iii) be posted in a manner, which damages the surfaces to which they are attached; or iv) obstruct exit signs, doors, directional signs, building signs, fire alarm boxes, fire extinguishers or any other safety equipment.
- 4.29 Inappropriate contact between students is prohibited by cultural norms, including any sexual behavior or lewd manners which includes physical contact, verbal, electronic, or gestures.
- 4.30 The University reserves the right to take disciplinary action if a student is found guilty of violation of Iraqi national law, even if the infraction takes place off campus/not involving other members of the campus community.
- 4.31 AUIB students are expected to dress appropriately respecting cultural norms of the society and university as a learning environment. The dress code on campus is generally informal, and most students can wear casual clothes to classes except on specific occasions where they will be advised to be different for special professional or social events.
- 4.31.1 Students who refuse to observe these requirements are subject to being asked to leave the campus and will be marked as absent for the day. Any continued inappropriate dress may lead to disciplinary action.



4.31.2 The following are always examples of prohibited clothing:

- Students wearing hoods or hats indoors, the exception being hijabs or other headgear that is part of religious or cultural dress.
- Shorts worn on campus other than for sporting events.
- Dresses or tops that expose the back below the shoulder blades.
- Shirts/tops that do not have sleeves.
- Strapless or low-cut dresses or shirts.
- Clothing that exposes the midriff at any time.
- Dresses and skirts that do not extend below the knee/cover the knee.
- Clothing that has excessive holes or slits overall, even if designed/manufactured with them.
- Chains, fishhooks, safety pins, studded bracelets or collars, or other items that could be used as a weapon.
- Clothing that makes fun of/degrades other races, religions, ethnic groups, or other violations of public order and morality.
- All clothing that reveals the body in an inappropriate manner, such as see-through/transparent or overly tight attire.

Related Policies and Documents

Non-Academic Student Misconduct Policy