

CASP004- STUDENT NON-ACADEMIC CONDUCT POLICY

STATUS	<input checked="" type="checkbox"/> New Policy <input type="checkbox"/> Continuation of Existing Policy <input type="checkbox"/> Revised Policy
SCOPE	<input checked="" type="checkbox"/> All CAS <input type="checkbox"/> Some CAS (.....) <input type="checkbox"/> One CAS (.....)
TARGET AUDIENCE	<input type="checkbox"/> Staff: <input type="checkbox"/> All <input type="checkbox"/> Academic staff <input type="checkbox"/> Non-academic staff <input checked="" type="checkbox"/> Students: <input checked="" type="checkbox"/> All levels <input type="checkbox"/> UG <input type="checkbox"/> PG <input type="checkbox"/> All specialisations <input type="checkbox"/> Some (.....)

1 Rationale and Purpose

CAS are committed to provide a safe, civil environment in which rights are respected, responsibilities are clearly outlined and duly honored, and the well-being and dignity of all of their student, faculty and staff members is protected. A key pillar for such an environment is the legislation of regulations which demarcate the boundaries of acceptable non-academic behavior and set forth guidelines to address any instances of conduct that infringe these limits.

This policy aims to help students will themselves in a manner consistent with generally accepted standards of behavior as outlined in CAS regulations and in compliance with the established social norms, country laws, and professional standards. The policy serves as a guide for all CAS students and staff in the identification of actions which CAS consider as non-academic misconduct and offers a range of remedies to handle them.

2 Definitions

For purposes of this policy, unless otherwise stated, the following definitions shall apply:

Non-Academic Misconduct: Any conduct which breaches the effective regulations, rules and laws taking place on campus, in the hostels or on a study-related mission.

Allegation: A formal or a non-formal complaint or accusation made about a student's non-academic conduct, or a certain breach of the policy.

Hostel Warden: A person supervising female students hostels available in the Colleges.

IADC: Investigation and Disciplinary Committee in charge of dealing with misconduct allegations in the CAS.

3 Policy Content and Principles

CAS expects students to conduct themselves appropriately and reflect the standards of integrity in their non-academic behavior. The Student Non-Academic Conduct Policy provides guidelines for students about the types of non-academic misconduct breaching effective regulations and rules. It also provides information for staff who may be involved in the complaint resolution process.

- 3.1 CAS have no intention to impose any control on the students' personal lives. The disciplinary proceedings entailed in this policy shall be inflicted only when CAS interests are affected, the actions committed have a negative impact on faculty, staff or other students, damage the learning, teaching and work environment, or the actions impact the peaceful and safe enjoyment of CAS housing by students.
- 3.2 CAS have an obligation to maintain a safe and suitable environment for learning, teaching and working:
 - a. Students should adhere to the values based on and derived from the teachings of Islam and should respect the well-established Omani traditions and religious beliefs.
 - b. Students should behave well with their colleagues, staff and visitors.
 - c. Students have the responsibility to conduct themselves in accordance with the behavioural responsibilities stated in this policy and in other effective documents dealing with the required student code of behaviour.
 - d. Should the non-academic misconduct involve disparity between two parties or more, the parties involved shall be treated fairly and transparently.
- 3.3 The types of non-academic misconduct include, but are not limited to:
 - a. Disruptive Behavior
 - b. Possession or use of dangerous objects and/or substances
 - c. Misconduct involving public or private property
 - d. Giving false information, I.D. Cards, Identification, etc.
 - e. Misconduct Against another person (Appendix A)
- 3.4 If a student is convicted of violating the CAS regulations in force, s/he may be subjected to corrective and/or penal procedures commensurate with his/her infraction (Appendix B).

- 3.5 The student shall have the right to lodge an appeal. An appeal can be based on one or more of the following grounds (Appendix C).
- 3.6 Access to misconduct records shall balance between the need for CAS to use these databases to improve their methods and the privacy of the people involved. CAS reserve the right to use the data for research and management purposes, without infringing the individuals' privacy. Third party access to people's misconduct is permissible only in appeal and/or legal proceedings.

4 **Legislative Compliance**

- The Executive Bylaw of Royal Decree 62/2007
- Hostels Bylaws

5 **Supporting Materials**

- Executive bylaw of Royal decree 62/2007
- Hostels Bylaws

5. **Appendices**

Appendix A:	List of non-academic misconduct
Appendix B:	Non-academic misconduct penalties and their procedures
Appendix C:	Acceptable grounds for appeal

6 **Approval Agency:** Board of Trustees

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8. **Approval Dates**

This policy was originally approved on:	[]
This version was approved on:	[]
This version takes effect from:	[]
This policy will be reviewed by:	[]

9. **Policy Sponsor:** Director General of CAS

10. **Contact:** Directorate General of CAS