

NSYSU Student Code of Conduct: Commendation & Disciplinary Sanction Measures

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Chapter 1 General Guidelines

Article 1

These measures shall be used for commending and applying disciplinary sanctions to all NSYSU students, unless otherwise specified in special provisions. These measures have been devised in accordance with the University Act Article 32 and NSYSU's Organization Regulations Article 39.

Article 2

Student Commendations shall be divided into four categories: Honorable Citation, Merit, Major Merit and Other Commendations.

Article 3

Every three Honorable Citations received shall equal to receiving one Merit; every three Merit received shall equal to one Major Merit.

Article 4

Disciplinary sanctions include: Warning, Minor Demerit, Major Demerit, Probation, and Expulsion from University.

Article 5

Every three Warnings received shall equal to one Demerit; every three Demerits received shall be equal to one Major Demerit.

Chapter 2 Commendations

Article 6

An Honorable Citation shall be attributed to the student who has accomplished one of the following criteria with specific or tangible achievements:

1. Servicing official duties, being enthusiastic in public welfare, and hardworking.

2. Demonstrating great performance in activities and competitions held on and off campus.
3. Being honest and returning found lost articles of value.
4. Other comparable achievement.

Article 7

A Merit shall be attributed to the student who has accomplished one of the following criteria with specific or tangible achievements:

1. Servicing official duties, being enthusiastic in public welfare, and hardworking with exceptionally significant achievements.
2. Demonstrating exceptionally excellent performance in activities and competitions held on and off campus.
3. Responding sensibly with adequate crisis-management ability when involved in a critical incident.
4. Acting righteously and bravely despite of difficulties in assisting others (including and not limited to children, elderly persons, and injured individuals).
5. Having served diligently as student corps prefect or self-governance prefect with excellent performance.
6. Reporting a major impropriety or misconduct that is verified upon investigation.
7. Organizing or coordinating an extracurricular event and achieving excellent results
8. Innovating creatively with proposal or product to enhance the common interest of all.
9. Other comparable achievement.

Article 8

A Major Merit shall be attributed to student who has accomplished one of the following criteria with specific or tangible outstanding achievements:

1. Being enthusiastic in public welfare and making special contributions to the University.
2. Demonstrating top performance while representing the University in extramural events or activities and elevating NSYSU reputations.
3. Resolving disputes or conflicts, promoting group unity, or maintaining public safety.
4. Acting exceptionally righteously and bravely despite of difficulties and achieving positive outcomes.
5. Reporting an illegal activity that is verified upon investigation.
6. Taking great risks to save another person's life, protect others from bodily harm, or protect others' valuable property.
7. Other comparable achievement.

Article 9

Diploma, banner or medal commendations shall be conferred to students whose conducts were exemplary among peers.

Chapter 3 Disciplinary Sanctions

Article 10

A Warning or Minor Demerit shall be attributed to the student who is found to engage in one of the following circumstances:

1. Disrupting class or research routines, and making public disturbance.
2. Destroying or obtruding legitimately posted posters.
3. Violating the University dormitory rules and regulations.
4. Making unauthorized entry into the dormitory of the opposite gender.
5. Not wearing helmet when riding motorcycle, not observing lane regulations when driving or violating parking regulations.
6. Violating campus internet regulations set by the University or by the Ministry of Education.
7. Sexually offending or harassing others directly or indirectly via (including but not limited to) language, written words, actions, drawings, sounds, or image with factual evidence reported.
8. Conducting unauthorized use or vandalism of public property.
9. Severely disrupting public order or threatening public health.
10. Forging, altering or counterfeiting documentations.
11. Disrupting or interfering others' lives by stalking, cyber-stalking, or other nonconsensual actions.
12. Violating smoke-free campus regulations.
13. Infringing others' intellectual property or violating research ethics.
14. Conducting lesser offence of examination hall regulations.
15. Performing nonconsensual intimate contacts such as touching the breasts, buttocks or any other private body parts, kissing, or hugging with factual evidence reported.
16. Interfering or obstructing University staff who are performing their official duties.

17. Performing relatively minor malicious attack or insults in any form on others.

Article 11

A Major Demerit shall be attributed to the student who is found to engage in one of the following circumstances:

1. Using physical violence, including engaging in any form of fighting
2. Cheating in an exam through actions including but not limited to taking the exam for another student, changing seating order without authorization, copying answers, purposely viewing the written papers of other students, exchanging notes or conversing with others, using books or prepared notes that are not authorized by the examiner, or purposely exposing written answers to others.
3. Using a controlled or restricted substance or drug on campus and being verified under investigation.
4. Committing theft.
5. Using University internet services or University internet domains to commit illegal actions.
6. Committing sexual offense inflicting direct or indirect physical or emotional harm to the victim, with factual evidence reported.
7. Performing serious cases of forgery, alternation or counterfeit of documentations.
8. Severely infringing others' intellectual property or violating research ethics.
9. Performing severely malicious attacks or insults in any form on others.

Article 12

Student who meets any of the following conditions shall be put on probation:

1. Receiving two Major Demerits and two Minor Demerits within one semester.
2. Causing harm to others with the student's misconduct.

Undergraduate student on probation shall receive a conduct score of 60 points for the semester; post-graduate student on probation shall receive a conduct score of 70 points.

Article 13

Student shall be expelled from University when meeting many of the following conditions:

1. Receiving three Major Demerits.
2. Committing misconducts during probation period.
3. Committing severe criminal act(s) confirmed by the judicial court.

Chapter 4 Commendation and Disciplinary Procedure

Article 14

Written application for the student's commendation/sanction detailing the facts of a student's positive or negative action shall be submitted by University staff or relating parties to the Student Assistance Division (SA) to process the case.

Article 15

Applications for attributing an Honorable Citation, Merit, Warning, or Minor Demerit shall be signed/stamped and approved by nominated student's mentor, the chair of the department/institution, and the SA; the application shall be sent to the Vice-President of Student Affairs for final approval. Approved commendation attribution shall be announced publicly. For disciplinary sanctions, the student charged shall receive a written notification.

Article 16

Applications for attributing a Major Merit or Major Demerit, unless otherwise specified in special provisions, shall be reviewed and evaluated by the Student Affairs Meeting and approved by the president of the University before public announcement. For attribution of a Major Demerit, the student charged, his/her parents or legal guardian shall receive a written notification.

Article 17

Any commendation or disciplinary sanction shall be processed and evaluated as specified in Chapters II and III; however, the Office of Student Affairs (OSA) shall also consider factors such as the age of the student charged, class year, motive and purpose, attitude and means, and the action taken and consequences. If the adjustment of the commendation/disciplinary action category is needed, OSA could recommend a change by the case through official documentation to be approved by the president of the University.

Article 18

In order to protect the rights and interests of students, when a Student Affairs Meeting is called to review and evaluate a commendation/disciplinary application, the chair of the nominated student's enrolled department or institution,

mentor, other involved persons, the nominated student, and student representatives shall also be notified to attend the meeting and to respond to the case.

Article 19

Student(s) who received a Warning or a Demerit shall be given the opportunity to revoke the attribution by taking part in the University's "Restorative Justice" program:

1. Student that received a Warning or a Demerit attribution can apply to partake this program at SA within 20 days of the attribution announcement.
2. Student that has received a Warning can complete 8 hours of community service as the corrective sanction to compensate for their misbehavior; to compensate for a Demerit, the student needs to complete 24 hours of community service. The compensating hours for corrective sanction increase at the same ratio in accordance with the number of disciplinary sanction attributed.
3. The community service hours shall be completed before the commencement of final examinations for the semester, or the corrective sanctions will be deemed invalid. If under special circumstances, the student can ask for an extension from the OSA.
4. A Major Demerit cannot be revoked; the student who has received a Major Demerit cannot apply to partake in the "Restorative Justice" program. Exceptional cases shall be reviewed and evaluated in the Student Affairs Meeting.
5. The "Restorative Justice" program can only be applied once per academic year by the same student.
6. The disciplinary sanction attribution can only be revoked after the student's proof of completion has been approved by the Vice President of Student Affairs. Once revoked, the disciplinary sanction shall no longer be reflected on the student's record and shall not inflict deduction of the student's conduct score.

Article 20

Student can appeal any disciplinary decision to the Student Complaint Committee in accordance with University regulations, if he/she believes that the decision was illegitimate or unfair, or has damaged the student's individual rights.

Chapter 5 Supplementary Provisions

Article 21

All commendations and disciplinary sanctions the student received during his/her time enrolled at the University are accumulative; a commendation does not cancel a disciplinary sanction. Exceptional cases shall be reviewed during Student Affairs Meetings.

Article 22

When a student returns to the University after a leave of absence or temporary drop-out, his/her previous conduct record shall still be valid.

Article 23

Points shall be attributed to or deducted from the student's total conduct score accordingly based on the student's semester conduct record at the end of each semester.

Article 24

Victims of any of the acts stated in Chapter III that have legal implications, have the right to take legal action against the student perpetrator.

Article 25

All cases involving student(s) in sexual assault, sexual harassment or bullying shall be reported in conformity with relevant laws and regulations. The decision on disciplinary action shall take into account the investigation results of Gender Equity Education Committee. In addition, the disciplinary sanction, counseling mechanism, and the fact determination process shall all be in conformity with Articles 25 and 35 of the Gender Equity Education Act.

Article 26

These measures should be practiced after being passed by the Academic Affairs Meeting and approved by the president of the University. A copy shall be submitted to the Ministry of Education for reference. The same procedure shall apply to future revisions or amendments.

(This document contains five chapters and twenty-six articles in total)