

# 1. STUDENT RIGHTS AND RESPONSIBILITIES

## BOSTON UNIVERSITY CODE OF STUDENT RESPONSIBILITIES

All students enrolled at Boston University are expected to comply with the full [Code of Student Responsibilities](#).

As stated in Article II of the code: "The legitimate expectation of all students is that the University will provide an environment in which they may study, learn, work, and live without unwarranted interference from others."

The Appendix to the Code enumerates some *specific violations of student responsibilities* for which all students will be held accountable:

1. Conduct in subversion of academic standards, such as cheating on examinations; plagiarism in the preparation of written work or assignments; misrepresentation or falsification of data; theft of examinations; alteration, theft, or destruction of the academic work of other students; alteration, theft, or destruction of academic records, library materials, laboratory materials, or other University equipment or property related to instructional matters or research.
2. The making of false statements, theft, destruction, alteration, or unauthorized possession or use of materials related to University documents including forging, transferring, altering, or otherwise misusing any student fee card, identification card, or other document or record.
3. Obstruction or disruption of classes, research projects, or other activities or programs of the University or obstruction of access to University property, equipment, or keys.
4. Unauthorized presence in University premises, facilities, or University property; unauthorized use or possession of University property, equipment, or keys.
5. Conduct in violation of University rules, regulations, and standards as established for the University, the Schools, Colleges, and programs of the University, University facilities, and the residence halls.
6. Physical or verbal abuse or assault or the threat of assault of another person.
7. Sexual abuse or harassment of others.
8. Hazing.
9. Theft, vandalism, damage, destruction, or defacement of University property or the property of others.
10. Behavior that endangers the safety of oneself or others, including but not limited to

possession and/or use of firearms, fireworks, dangerous weapons, or hazardous chemicals except where expressly permitted under conditions approved by the University; illegal, unsafe, or improper use of a motor vehicle, motorcycle, motorized bicycle, or bicycle.

11. Possession, use, sale, or transfer of drugs or narcotics without medical authorization.

12. False reporting of an emergency, including false reporting of bombs, fires, or other emergencies on University property or premises.

13. Failure to identify oneself upon the request of an appropriate University official or security officer or failure to leave University premises upon such request. Identification may be required as a condition of entering or remaining upon University premises or for the security of the University community.

14. Making excessive noise by any means, including but not limited to the use of sound reproduction equipment.

15. Failure to notify the University with change of address or failure to have current address on file with the University.

16. Conduct in violation of public law occurring within the University or occurring outside the University when that conduct affects the interests of the University or the standards of the University community.

17. Violation of University policy and rules and/or the laws of the Commonwealth of Massachusetts regarding possession or consumption of alcoholic beverages.

## BEHAVIORAL STANDARDS FOR SOCIAL WORK STUDENTS

Becoming a social worker involves acquiring knowledge and skills as well as demonstrating attitudes and values that are congruent with professional standards. Attention to these standards will be paid by faculty responsible for evaluating students' classroom performance, by field instructors, faculty advisors and other agency personnel responsible for evaluating field performance, and by administrators and others with whom the students interact within the School of Social Work community.

Social work students are expected to adhere to the following standards in the classroom, field, and within the larger Boston University School of Social Work community:

- **Behavior:** in interactions with faculty, administrators, staff, agency personnel, clients/consumers, and other students, act in accordance with the mission of the Boston University School of Social Work, and the goals and standards of social work as outlined here, in the NASW Code of Ethics [NASW Code of Ethics](#) (e.g., commitment to social and economic justice, client self-determination, integrity, human dignity and human diversity), and the Boston University [Code of Student Responsibilities](#).
- **Self-awareness:** openness to new ideas, differing opinions and feedback from others and integration of these into professional and student roles and performance; an understanding of the effect of one's statements and behaviors on others; the ability to modulate one's behavior to promote a productive professional environment and appropriate relationships; a willingness to examine one's beliefs, values and assumptions and change one's behavior to ensure ethical professional practice
- **Academic:** critical evaluation and application of knowledge and research findings to professional performance; classroom participation that promotes academic freedom, complies with respectful classroom behavior, complies with instructor's directives; and allows for course instruction and participation of all students
- **Interpersonal:** interpersonal skills needed to relate effectively to students, faculty, school personnel, agency staff, clients and other professionals; these include compassion, empathy, integrity, respect and consideration, reliability and responsibility for one's own behavior
- **Self-care:** the ability to engage in appropriate self-care, and seek resources and/or treatment for medical and personal problems that interfere with academic and professional performance
- **Appropriate use of existing channels of communication:** (e.g., faculty advisor, classroom instructors, Department Chairs, Boston University School of Social Work administrators, field instructors) and procedures for addressing problems and concerns at the School of Social Work as outlined in BUSSW policies and procedures.

Failure to act in accordance with these standards may result in suspension or termination from Boston University School of Social Work. In addition to any sanction imposed by the University's Dean of Students, a student who has been found guilty by the University's Dean of Students for a violation of the University Code of Student Responsibilities is subject to suspension or termination by the Boston University School of Social Work Dean following the procedures of the Boston University School of Social Work Status Review. If in the judgment of the Boston University School of Social Work Dean, interim steps are appropriate, pending the determination of a matter by Status Review, the Dean may impose such interim conditions, which may include an interim suspension from courses and/or field placement.

## BUSSW POLICY REGARDING ACADEMIC MISCONDUCT

Suspicion of plagiarism or other forms of academic misconduct are cause for a review of the student's overall performance and readiness for a professional career. Papers and presentations in the School of Social Work must meet standards of academic honesty and integrity, avoiding any possibility of plagiarism, or other forms of academic misconduct. *All incoming students are required to complete an online Academic Honesty Tutorial and sign an Academic Honesty Statement prior to beginning classes.* Information will be sent to students prior to fall orientation.

*Plagiarism* is the act of representing someone else's creative and/or academic work as one's own whether in full or in part. It can be an act of commission, in which one intentionally appropriates the words, pictures, or ideas of another; or it can be an act of omission, in which one fails to acknowledge/document/give credit to the source, creator, and/or the copyright owners of those words, pictures, or ideas. Any fabrication (i.e., making up) of materials, quotes, or sources other than that created in a work of fiction, is also plagiarism.

*Plagiarism* also includes, but is not limited to, activities such as:

- Copying or substantially restating the work of another person or persons on any examination, assigned paper, or any other oral or written work without citing the appropriate source, including books, journal articles, magazines or newspaper stories, published or unpublished papers or reports or web site sources
- Using work done by another student without permission, or without acknowledging his or her contributions in the introduction, endnotes, references, or the like
- Copying material word for word without using quotation marks or without citing the real source of that material
- Translating a source directly from another language into English and using it as though the content originated with the student
- Hiring a ghost writer or purchasing a paper and submitting it as one's own original work
- Presenting collaborative work as one's own without acknowledging others' contributions, whether in a course where the work will be graded individually, or in another forum (e.g., professional conference) where only one person's work will be credited.

*Other Forms of Academic Misconduct:*

- Attempting to bias an instructor's grading
- Pressuring or manipulating others in order to secure and use their work
- Altering graded examinations or grades

- Submitting the same paper or other work in more than one course without the written consent of the instructors involved
- Authoring a paper for someone else who will present that paper as his/her own creation
- Citing authorities that do not exist, or describing events, research, relationships, or work that never took place
- Making false statements regarding misconduct or attributing one's own misconduct wholly to others
- Altering or destroying another student's work or records, or sabotaging another student's project, disk files, or the like
- Stealing academic materials from libraries, school-related agencies, or from student mail files or computers
- Misrepresenting or falsifying data
- Copying from another student's exam
- Giving another student answers during an exam
- Taking an examination for someone else, or getting another person to take an examination in one's place
- Stealing an examination
- Studying a pirated copy of an examination before taking that examination or a make-up of that examination
- Giving test questions to a student in another class

## BU SEX DISCRIMINATION AND SEXUAL HARASSMENT POLICIES

Title IX of the Education Amendments of 1972 is a federal civil rights law that prohibits sex-based discrimination in federally funded education programs and activities. Sex-based discrimination includes sexual harassment and sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion. The law covers sex-based discrimination against students, faculty, and staff.

To view policies go to the following link: [Title IX & BU Policies](#)

Boston University is committed to the principle that no employee, student, or applicant for employment or admission should be subject to sexual harassment. The University strives to

provide workplaces and learning environments that promote equal opportunity and are free from illegal discriminatory practices, including sexual harassment.

Sexual harassment is a violation of federal and state laws and University policy, as is retaliation against any individual who in good faith files a complaint of sexual harassment or retaliation, Boston University will undertake a fair and thorough investigation, with due regard for the rights of all parties. Every reasonable effort will be made to protect the confidentiality of the parties during the investigation. After an investigation, any person who is found to have sexually harassed or retaliated against another will be subject to discipline, up to and including termination of employment and, if a student, expulsion from Boston University.

#### *Definition of Sexual Harassment*

Sexual harassment is defined as sexual advances, requests for sexual favors, and any other verbal or physical contact of a sexual nature, whether intentional or unintentional, where:

- an individual's submission to or rejection of the conduct is made, either explicitly or the conduct implicitly, a term or condition of employment or of status in a course, program or activity, or is used as a basis for an employment or academic decision; or,
- has the purpose or effect of unreasonably interfering with an individual's work performance, academic performance, or educational experience, or of creating an intimidating, hostile humiliating or offensive working, educational or living environment.

#### *Examples of Conduct Which May Constitute Sexual Harassment*

It is not possible to list all circumstances that might constitute sexual harassment. It encompasses any sexually related conduct which causes others discomfort, embarrassment, or humiliation, and any harassing conduct, sexually related or otherwise, directed toward an individual because of an individual's sex. Such conduct is subject to this policy whenever it occurs in a context related to the employment or academic environments, or if it is imposed upon an individual by virtue of an employment or academic relationship.

A determination of whether conduct constitutes sexual harassment is dependent upon the totality of the circumstances, including the pervasiveness or severity of the conduct. The *Massachusetts Commission Against Discrimination* lists the following as examples of conduct that may constitute sexual harassment:

- Unwelcome sexual advances, whether they involve physical touching or not;
- Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life;
- Comment on an individual's body, comment about an individual's sexual activity, deficiencies, or prowess;
- Displaying sexually suggestive objects, pictures or cartoons;
- Unwelcome leering, whistling, brushing against the body, sexual gestures, or suggestive or insulting comments;

- Inquiries into one's sexual experiences; and
- Discussion of one's sexual activities.

As a university, Boston University, its employees and students also must be aware of the need for freedom of inquiry and openness of discussion in its educational and research programs, and must strive to create and maintain an atmosphere of intellectual seriousness and mutual tolerance in which these essential features of academic life can thrive. No university can or should guarantee that every idea expressed in its classroom laboratories will be inoffensive to all; pursued seriously, education and scholarship necessarily entail raising questions about received opinion and conventional interpretations. Boston University does guarantee, however, that credible accusations of inappropriate sexual remarks or actions will be investigated promptly, thoroughly, and fairly.

### *BUSSW Sexual Harassment Procedure*

Should any student have a question, wish to discuss an issue, or wish to file a complaint for concerns regarding interactions in the classroom or in the BUSSW environment, students may contact the University's Equal Opportunity Officer, at (617) 353-9286.

Please refer to the [Sexual Harassment Complaint Procedure](#) for a description of the investigation process.

Students who have concerns or complaints about sexual harassment with the University's Equal Opportunity Title IX Officer at (617) 353-9286. You are also welcome to contact the Deputy Title IX Officer at SSW: Dawn Belkin Martinez (617) 353-9602 [dawnbm@bu.edu](mailto:dawnbm@bu.edu)