UW-Stevens Point Upward Bound

2020-2021 Academic Year Code of Conduct

Being an active member of the UWSP Upward Bound program is a privilege. The Upward Bound program strives to help students reach their full potential and help students advance throughout their academic career. As a member and representative of Upward Bound you are responsible for good behavior, being respectful, maintaining good grades, and ultimately exemplifying what it means to be an Upward Bounder. This code of conduct maps the basic guidelines as to what is expected, they will be enforced if needed. Upward Bound reserves the right to adopt new policies not on this outline.

Upward Bound students should know the following:

- **Substance use:** Alcohol and illegal drug use is not permitted or tolerated during any Upward Bound activities. (This also includes inappropriate use of other drugs, for example prescription medication.)
  - If there is any suspicion of alcohol or drug use, UWSP Protective Services will be called to investigate. That investigation may include room searches, interviews with the students and staff, and possibly referral to licensed testing agencies. The Upward Bound staff will work with Protective Services and other local law enforcement agencies as requested by the agencies.
  - If a student is found to be under the influence of alcohol, or illegal drugs; or is in the possession or in association with these substances the parents will be notified and the student will be dismissed from the program. If this violation takes place during summer session the student will be sent home.
  - A student dismissed from the Upward Bound Program for a drug or alcohol related offense may apply for readmission into the program the following year.

- **Harassment:** Harassment and intimidation of other students/staff is strictly prohibited.
  - Participants who verbally or physically abuse other people outright or via text messaging and/or social media will be subject to disciplinary action.

- **Students must meet GPA guidelines:** Outlined in the Student Academic and Stipend Policy.
  - Freshmen and Sophomores are required to obtain a 2.3 or better in core subjects while Juniors and Seniors are expected to obtain a 2.5 GPA throughout the year. As a result of the COVID-19 pandemic and differing progress reporting amongst target schools, Upward Bound will utilize flexibility in monitoring GPA guidelines. Students are expected to put forth their best effort and attend school regularly. The Upward Bound staff is committed to assisting students be successful in managing online and in-classroom learning. Students’ class attendance and assignment completion will be monitored to ensure students are meeting minimum academic performance standards. Upward Bound students who are not demonstrating satisfactory academic progress (attendance, assignment completion, passing grades etc.) will be required to meet individually with Upward Bound staff and set performance improvement goals. Students on a performance improvement plan may face a suspension or dismissal from the Upward Bound Program if progress toward meeting improvement goals is not demonstrated.
• **Participation in Upward Bound events**: Outlined in the Academic Year and Stipend Policy.
  - Students enrolled in the UW-Stevens Point Upward Bound Program signed a contract indicating their commitment to doing what is necessary to prepare for college. **This commitment means attending program events and activities and making college preparation a priority.** Upward Bound students are expected to uphold their contract with Upward Bound regardless of whether events are held in-person or virtually. Required activities include attending scheduled school visit meetings and attendance at workshops (Fall/Spring). Additionally, Juniors and seniors will be required to attend additional workshops throughout the year.
  - Attending college visits (virtual and in-person) when eligible, participating in scheduled web events, and utilizing Upward Bound study session and/or Tutor.com resources is expected of students as well.
  - Upward Bound students who are absent from multiple required activities described above will be assigned to meet with an Upward Bound staff person to discuss future goals. Students who are put on a participation performance improvement plan may face suspension or dismissal from Upward Bound if progress toward meeting participation goals is not demonstrated.

• **Academic Honesty**: Any plagiarized work is not acceptable for the Upward Bound Program.
  - Academic honesty is at the core of being an Upward Bound student and breaching this rule will be taken seriously. This applies to the academic school year as well as summer session. Plagiarism, cheating, or other breaches of academic honesty will result in disciplinary action.
  - Our rules regarding Academic Honesty include accidental plagiarism. We expect that our students will use their own ideas, or properly give credit to original publishers. Taking this program seriously acknowledges that academic assignments must be done with integrity.

• **Technology Use**:
  - Throughout the academic year Upward Bound will be hosting many events. For these events we expect that phones and other tech devices are not causing a distraction. While at an Upward Bound event we will confiscate your tech devices if they distract you or persons around you.
  - Students who check out a technology device (graphing calculator, iPad, HotSpot, etc.) will be required to sign an agreement to care of the device and return it in a timely manner.

These expectations should always be followed. You represent Upward Bound and if it comes to staff attention that you are poorly representing the program you may face disciplinary action.

**4-Step Disciplinary Procedure**

Upward Bound staff reserve the right to implement this disciplinary procedure at their discretion.

1. ‘Step 1’ will result in a written warning from the Upward Bound Academic Coordinator outlining the rule or policy that was violated.

2. ‘Step 2’ will result in a student being placed on Probation. The student placed on probation with be required to meet with an Upward Bound staff person and a performance and/or participation improvement plan will be generated.

3. ‘Step 3’ will result in suspension from the Upward Bound Program. It will also mean a meeting with the student, Upward Bound staff, and/or parents/guardians to revise goals for performance and/or participation. Suspension means the student cannot participate in optional program activities (special fieldtrips or events) and is not eligible to receive their monthly stipend during the suspension period.

4. ‘Step 4’ will result in the student’s dismissal from the UB program.