



Rowan College of South Jersey

Administrative Procedure: 8007.1

INTERIM SAFETY SUSPENSION

The purpose of this administrative procedure is to establish procedures for an Interim Safety Suspension for a student who poses a significant risk to the safety of any student or the campus community due to mental, emotional, medical or psychological health conditions, or other serious concerns.

Imposing the Interim Safety Suspension

If it is determined that a significant risk to any student or campus safety exists, the Director of Student Affairs and Military Services (“Director”) or designee may remove a student from any or all College premises.

1. The student will receive notice of the interim action and be advised of the information relied upon by the College.
2. In some cases, when continuing significant risk to the safety of students and the campus is indefinite, a student’s status will remain suspended and the student will be notified. If the student is required to withdraw from some or all classes as a result of a continued significant safety risk or for other reasons associated with this procedure, an administratively assigned grade of “W” (withdrawal) will be reflected on the transcript for those particular courses. The student will also be advised concerning the date when a petition for reinstatement will be considered along with any conditions for reinstatement.
3. During the Interim Safety Suspension process, a representative of the College may contact the student’s parent or legal guardian, if deemed appropriate, and in accordance with FERPA.

Appealing the Interim Safety Suspension

1. A student who is suspended from the College due to protective health or safety reasons may appeal the decision to the Vice President, Chief Student Affairs Officer (“Vice President”).

2. The appeal must be in writing stating the reasons for the appeal and must be received within five (5) business days of the date the student received notification of the suspension from the Director.
3. Prior to the review, the student will be provided with the following:
 - The opportunity to review any reports or other evidence relied upon by the Director (or designee) in issuing the interim suspension;
 - A written statement providing an explanation of the reasons for interim safety suspension and information relied upon; and
 - Following the review, the Vice President (or designee) will determine whether to:
 - Uphold the interim suspension; or
 - Reinstate the student with appropriate accommodations and/or subject to specified conditions as dictated by the individualized needs of the student.
4. A written decision providing reasons and any conditions will be issued to the student within five (5) business days of the conclusion of the review unless extended by the Vice President.
5. The decision of the Vice President is the final decision of the College.

Reinstatement from an Interim Safety Suspension

1. A student seeking reinstatement from an interim safety suspension will be asked to provide information demonstrating that a significant risk of any student, or the campus community no longer exists.
2. Acceptable evidence includes a report from a licensed psychiatrist, psychologist, or physician (pertaining to the situation) that states the student is able to safely return to the educational environment and can engage in the following activities without creating a significant risk to any student or campus community:
 - a. attend class;
 - b. perform assigned tasks; and
 - c. if assigned to a residence area, live under only general supervision and in the company of one or more students.
3. If a student's return is conditioned upon accommodations, the report from the healthcare provider must outline the accommodations requested.
4. The College's licensed psychologist or health and wellness professional will review the report and meet with the student. If necessary, and with the student's written consent, the College's licensed psychologist or health and wellness professional may consult directly with the evaluating psychiatrist, psychologist, or physician.
5. After the review, the College's licensed psychologist or health and wellness professional will make a written recommendation regarding the student's continued attendance and

any conditions that apply to that attendance, including the matter of the student's place of residence, if applicable.

6. The student will be notified of the student's ability to return and of any conditions that may apply within five (5) business days of the submission of medical documentation or appropriate evidence that a significant risk to the safety of any student or campus community no longer exists. In some cases, where a significant risk to the safety of student or campus community will continue indefinitely, a student's status will remain as suspended, in which case, the student will be notified.
7. If the student is required to withdraw from some or all classes as a result of a continued significant safety risk or for other reasons associated with this procedure, an administratively assigned grade of "W" (withdrawal) will be reflected on the transcript for those particular courses.
8. The student will also be advised concerning the date when a petition for any future reinstatement will be considered along with any conditions for reinstatement.

If a student fails to follow these procedures, the student will not be reinstated and an **administrative hold** preventing future registration will be placed on the student account.

Area: Student Services

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President's Authorization: _____



References:

Rowan College of South Jersey Board of Trustees Policy Manual, *8007 Student Code of Conduct*

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