TO: All Faculty  
College of Arts and Sciences  

FROM: Marcelo Camperi  
Dean, College of Arts and Sciences  

DATE: August 23, 2016  

SUBJECT: Inappropriate Student Conduct in the Classroom  

I write to remind you of certain rights afforded students and certain options provided you under current University policies and procedures concerning inappropriate student conduct in the classroom.  

First, let us acknowledge that individual students may pose occasional or recurrent disciplinary problems in anyone’s classroom at any time. Should you confront such a situation, I encourage you to discuss potential resolution of the matter as soon as possible with Shona Milazo, Interim Associate Vice Provost and Dean of Academic Student Services (x6113).  

**Article 19.2.2 of the Collective Bargaining Agreement** reads:  

> Faculty shall have the right to eject, for a specified period of time, a student whose conduct is disorderly, disruptive or obstructive (shouting or making bothersome noises, speaking out of turn repeatedly or otherwise disrupting the orderly classroom process). In such case, faculty must inform the Dean, in writing, of the reasons why the student was required to leave the class. Such a student shall have the right to appeal this decision to the Dean.  

Should an immediate situation require you to invoke this Article, you may ask the student to leave the classroom, and then must report your action to Shona as described above. However, **under no circumstances may you withdraw a student from your course**: this right and responsibility rests with others.  

To report disruptive or distressing student behavior, please do so with the Crisis Management and Behavioral Intervention Team (CMBIT). You can find the referral form on their website:  

https://myusf.usfca.edu/red-folder  

Should you need assistance in interpreting or applying any of the foregoing, in devising a creative solution to a pernicious problem, or in determining how best to implement a course of action, please consult Shona.  

Cc: Pamela Balls Organista, Associate Dean for Social Sciences  
Eileen Fung, Associate Dean for Arts and Humanities  
June Madsen Clausen, Associate Dean for Academic Effectiveness  
Christina Tzagarakis-Foster, Associate Dean for Sciences  
Julie Orio, Vice Provost of Student Life  
Shona Milazo, Interim Associate Vice Provost and Dean of Student Academic Services  
Ryan Garcia, Director of Student Conduct, Rights and Responsibilities