

LINDENWOOD

LINDENWOOD UNIVERSITY

ST. CHARLES, MISSOURI

Education Division • Code of Ethics

A. Students must demonstrate professional behavior when representing the Education Division of Lindenwood University in any activity on campus or in the community.

Behaviors consistent with this standard include, but are not limited to, the following:

1. The student shall comply with all policies, statutes, and rules established by state and local agencies as well as Lindenwood University's. The student shall also comply with all rules and regulations of the local school(s) for any field assignment or class assignment.
2. The student shall recognize and respect diversities that exist in the classroom and plan accordingly.
3. The student shall create and maintain a safe physical and emotional learning environment.
4. The student shall collaborate with others in a positive, cooperative and courteous manner.
5. The student shall not falsify or misrepresent any facts, documents, reports or information given to faculty, staff, supervising teachers, university supervisors, students, colleagues or others. Deceitful or dishonest behavior is not professional behavior.
6. The preservice teacher will maintain the highest level of confidentiality when discussing students, their academic achievement, and personal conduct. They will discuss students only with university faculty, cooperating teachers, and school supervisory staff.

B. Students will demonstrate their professionalism and their commitment to the education profession, the education division, and Lindenwood University by reading and initialing the following:

- I must pass the C-Base in order to be admitted to Educational Program—I cannot enroll in more than 15 hours of education courses until I pass all sections of the C-Base
- I must pass all professional education courses with a C or better
- I must maintain a GPA of 2.5 overall and in my content area
- I cannot student teach without being admitted to the educational program
- I must pass the Praxis II before I may do my student teaching teaching

C. Students must demonstrate professional behavior when using technology. Lindenwood University students are to use technology for instructional and research purposes, whether using LU's resources or resources at a P-12 institution.

Behaviors consistent with this standard include, but are not limited to, the following:

1. The student shall obtain permission to use and shall give appropriate citations for using some or all of another's work.
2. The student shall submit only original work.
3. The student shall NOT install software on any computer.
4. The student shall send only professional messages via email.
5. The student shall not commit inappropriate actions while using computing resources which may include:
 - A. Displaying sexually explicit materials
 - B. Sending harassing, fraudulent, threatening, or discriminatory communications, including chain emails
 - C. Breaking into or obtaining unauthorized access to any computer, or other person's password or user account
 - D. Any other illegal actions, including copyright violations.

D. Students must demonstrate a professional respect for all students, supervisors and faculty as well as the education profession.

Behaviors consistent with this standard include, but are not limited to, the following:

1. The student shall treat supervising teachers, university supervisors, students, staff, colleagues, faculty and others with respect. Disrespect may be manifested in many ways including both verbal and non-verbal communications (i.e. putting one's head on the desk during class, doing other work in class, talking while someone else is talking, mumbling comments to others and consistent refusal to participate in class discussions is unacceptable.)
2. The student shall not make judgements and/or remarks based on stereotypes and other biases related to race, culture,

gender, social class, sexual orientation, religion, disability or ability level. Derogatory or demeaning behavior/language based on prejudice and bias is unacceptable.

3. The student shall demonstrate professional responsibility through compliance with attendance policies in accordance with each course syllabus.
4. The student shall exhibit professional responsibility for completion of course assignments in the required time frame.
5. The student shall exhibit professional respect in class or field assignments by recognizing the authority of the faculty member. Negative, disruptive comments, usurping authority in class, physical intimidation, inappropriately aggressive behavior or comments will not be tolerated.
6. The student shall exhibit a positive attitude toward the education profession and his/her content area. Disrespect shown through negative remarks, poorly prepared lessons, unprofessional appearance or low expectations for self and students is unacceptable.

E. Students must demonstrate personal conduct consistent with professional behavior.

Behaviors consistent with this standard include, but are not limited to the following:

1. The student shall accept constructive criticism from other students, faculty, supervisors or others. A hostile, resistant attitude toward learning, as demonstrated by the refusal to participate in supervisory or advising sessions, is not acceptable.
2. The student shall consistently attend classes and meetings. Failure to keep appointments and frequent absenteeism or tardiness in class or field assignments is unacceptable.
3. The student shall demonstrate appropriate behavior in class or field assignments. Displays of disruptive behaviors such as screaming, insulting, ignoring, excessive talking, sleeping, irresponsible use of cell phone, inappropriate communications, intimidation, stalking, usurping authority in class, intoxication, drug use, or being indifferent to the feelings of students, faculty, supervisors, colleagues and/or others is unacceptable. The student shall check each course syllabus regarding drinking and eating in class and bringing a child to class.
4. The student shall maintain a professional appearance in all field assignments. The student must comply with all dress standards and policies expected of a school's professional staff. Unprofessional appearance may include, but is not limited to the following: body piercing, tattooing, the wearing of jeans, revealing attire, sweat pants, tank tops, inappropriate tops and shoes
5. The student shall develop and adhere to appropriate professional relationships. Developing a friendship that conflicts with professional roles, or developing a romantic and/or sexual relationship with a current student, instructor, staff member or supervisor is unacceptable.
6. The student shall not engage in sexual harassment or accuse others inappropriately of sexual harassment.
7. The student shall not issue implied or explicit threats to faculty, supervisors, students, staff or colleagues.
8. The student shall not attend class or field assignments under the influence of drugs or alcohol.
9. The student shall not use any form of harassment such as phone calls, email, or written communication toward other students, faculty, or colleagues.

The purpose of the Code of Ethics is to establish standards of conduct for students in the Education Division and to provide a procedure that offers basic assurances of fundamental fairness to any person accused of violations of these standards. Each student in the Education Division is bound by the provisions of this Code of Ethics and is presumed to be familiar with all of these standards. Students should aspire to conduct themselves in a manner that is consistent with the highest degree of ethical integrity whether covered in the Code of Ethics or not.

The student shall recognize that faculty have the prerogative and responsibility to set behavioral standards for class or field assignments as well as academic standards. As a community of learners, certain behaviors are expected and faculty have the authority to establish those expectations. If these standards are not met, then faculty have the authority to dismiss the student from the class or field assignment, revoke admission to the Teacher Education Program, deny admission to the Teacher Education Program, or set conditional requirements for continuation in the Teacher Education Program.

Signature: _____ date: _____

Procedures for Violation

1. An instructor who has received sufficient information to believe that a student has violated the Code of Ethics from the Education Division shall communicate with the student within five (5) working days from the date of the discovery that a meeting must be scheduled. The student will be apprised of the incident or discovery at this meeting. Documentation of this meeting should be placed in the student's folder.
2. After meeting with the student, the course instructor may resolve the problem with no further action required. If no resolution is possible, the problem shall be reported in writing to the Dean of the Education Division.
3. The Dean will attempt to resolve the problem informally. The Dean may report the incident concurrent with his/her investigation to the Provost if it is determined to be a case for the Provost.
4. The decision of the Provost is final.