



College of Polymer Science and Polymer Engineering

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Student Safety Violation Policy

The College is implementing a new policy on student safety violations, effective immediately.

If the CPSPE Safety Officer, or any EOHS or faculty member, believes that a student has violated the CPSPE Laboratory Safety Rules, policies in the University of Akron Laboratory Safety Manual, the department level Student Handbooks, the Student Code of Conduct, and/or safety related policies from EOHS this process will be followed. A determination will be made if the student will be referred to the Office of Student Conduct and Community Standards or if the alleged violation will be addressed internally under this policy.

First, the student will be provided notice of the alleged violation and the safety policy/procedure that was violated. This may include a Near Miss incident.

Second, the faculty advisor and Department chair will be given notice of the student's alleged violation.

An investigation will be conducted and the results presented to the student, the faculty advisor and the Department Chair. EOHS may remove laboratory access rights from the student during the investigation process. Following the investigation the Department Chair will meet with the student to review the investigation and provide the student with an opportunity to address the violations. The Department Chair will issue a decision and determine the appropriate sanction. The standard of proof will be a "preponderance of the evidence", (i.e. more likely than not), that the alleged violation occurred. The student can appeal a finding of a violation to the Dean within five days of receiving the decision by the Department Chair. The Dean will issue a final decision within five days of receiving the appeal.

The following sanctions are the minimum for each violation. Sanctions may be escalated based on the severity of the violation.

- 1st Offense – A documented warning will be delivered to the student by the faculty advisor in the context of an in-person interview in which the infraction and the consequences of the warning are explained.
- 2nd Offense – The student will be prohibited from entering the lab for 24 hours and be required to retake, at the first available opportunity, all safety training pertinent to the violation.
- 3rd Offense – The student will be prohibited from entering the lab for one week and be required to retake, at the first available opportunity, all safety training pertinent to the

violation. Additionally, the student must serve as an assistant to the Safety Officer for one day per week for five weeks from the date of their return to the laboratory. There will also be weekly inspections of the student's assigned lab work area with EOHS and the faculty advisor for one month from the date of return to the laboratory.

- 4th Offense – The student will be prohibited from entering the lab for one month and be required to retake, at the first available opportunity, all safety training pertinent to the violation. Additionally, the student must serve as an assistant to the Safety Officer for one day per week for twenty weeks from the date of their return to the laboratory. There will also be weekly inspections of the student's assigned lab work area with EOHS and the faculty advisor for three months from the date of return to the laboratory. The student's pay may be withheld while the student is prohibited from entering the laboratory at the faculty advisor's discretion. The Office of Student Judicial Affairs and the College Dean will be notified in writing that the College will file for academic dismissal should another violation occur.
- 5th Offense – The student will be referred to The Office of Student Judicial Affairs for academic dismissal.

Records of sanctions are retained over the student's entire time in the program; however, safety policy violation sanction enumeration is based on only the most recent three years. If the CPSPE Safety Officer, an EOHS member, or the faculty advisor determines that a student violated the terms of their sanctions for an offense, they may be subject to the next higher level of sanctions.

If the faculty advisor does not attend the weekly inspection and does not make arrangements in advance for appropriate consultation in lieu of attending the inspection, the student will be prohibited from entering the lab until the inspection takes place.