



Disruptive Classroom Behavior INSTRUCTOR SUSPENSION LETTER

Date _____

Dear _____,

I have spoken to you several times about your behavior in my classroom.

Class name and CID#: _____

You previously received a letter on _____ concerning your behavior which stated, "If you are disruptive again, I will officially suspend you from class for two consecutive class periods." You were disruptive again, your behavior is inappropriate in class and you are in violation of the Standards of Conduct established by the Citrus College Board Policy BP 5500 (see attached copy). As a consequence, you are hereby suspended from _____ for two class periods, today and the following class meeting. A suspension does not excuse you from completing work and you are responsible for finishing all assignment during your suspension. Completed assignments are due upon your return to class.

I will report this suspension to the _____ of _____, and the dean of students, for further review and possible additional action. Per Administrative Policy AP 5520 (see attached copy) Violations to the Standards of Conduct could result in disciplinary sanctions, including but not limited to reprimand, disciplinary probation, disciplinary suspension, and expulsion. The dean of students has the authority to impose supplemental sanctions in addition to my two-day suspension.

Sincerely,

REASON FOR SUSPENSION

- Material obstruction or disruption of instruction
- Willful defiance of the valid authority of supervisor or instructor
- Assault, battery, abuse
- Threat of force or violence
- Conduct which threatens or endangers health and safety
- Damage to property of Citrus College or of a member of the college community

Copy: Division Dean: _____
Dean of Students: _____