Frequently Asked Questions by Students Involved in the Conduct Process

You may have received a notification from the Office of Student Development asking you to meet with either the Community Honor Council, Dean of Students, Coordinator of Student Involvement and Leadership, or Coordinator of Residential Communities to discuss an incident which occurred in the campus community. According to an incident report (IR) received by the Office of Student Development, behavior during that incident may have violated the Code of Student Conduct or Academic Honesty Policy. A violation of these policies represents a conflict with the values of the campus community. The following are questions which are frequently asked by students who have been involved in an alleged violation of University policy.

Q: What does it mean to have been involved in an alleged violation of the Code of Student Conduct or Academic Honesty Policy?
A member of the campus community (an RA, faculty or staff member, Campus Security Officer, or another student) has submitted a report to the Office of Student Development. The report describes an alleged behavior of yours that may have violated University policy. The Dean of Students has determined that it is necessary to meet with you to gather more information and to discuss the situation.

Q: What do I need to do?
The first step is to meet with the hearing body who has notified you regarding the incident. Attend your hearing at the date and time indicated in your letter.

Q: What if I cannot meet at the time indicated in the letter?
Attendance at this meeting is your responsibility and missing it may be considered an additional violation of policy, so you should make every attempt to come at the appointed time. If you cannot meet at the scheduled time, contact information is included so that you may call or email before the scheduled time and reschedule.

Q: Can someone come with me when I meet with the hearing body?
You have the right to bring a support person who will be permitted to attend, but not allowed to participate in the hearing.

Q: What can I do if I don't agree with the results of the hearing?
You have the right to appeal the decision made by the hearing body. You must make your appeal in writing to the appeal officer listed in your sanction letter within five (5) business days of receipt of the decision. The appeal officer reviews the file and either confirms the decision, alters the sanctions, or dismisses the case.

Q: What types of sanctions can be imposed in my case?
Sanctioning is determined case by case, since it reflects the needs of the individual student and the impact of that student’s behavior on the community. The goal of sanctions is to help students make better decisions in the future and to repair any harm done to the community through the alleged violation. Examples of sanctions are warnings, restitutions, and educational/community service time.

Q: What happens if I don't complete my sanction?
You will be responsible for completing sanctions that have been applied. Failure to do so will likely result in additional sanctions and/or potentially additional violation charges.

Q: Will my involvement in the conduct process go on my transcript or in my student records?
Student conduct records are kept in the Office of Student Development. Normally these files are expunged 5 years following the student’s graduation. However, in some very severe cases the hearing body may determine that a transcript notation is necessary as part of the sanction. Additionally, other educational institutions or employers may request conduct records through the Dean of Students. Confidentiality of the records will be maintained to the extent required by law, including the Federal Family Educational Rights and Privacy Act (FERPA).