

Office of the Vice President for Student Affairs and Dean of Students

dos@chapman.edu

One University Drive, Orange, California 92866 (714) 997-6721 Fax: (714) 532-6009 **Chapman.edu**

Hearings Outcomes for Violations of this Code

Responsibility

A student or group charged with any violation(s) of the Code will be found either Not Responsible or Responsible for each individual charge. Students with conduct history are required to receive Dean of Students clearance to participate in all study abroad or travel courses. This clearance is coordinated through the Center for Global Education.

In each case in which a conduct body determines that a student or student group has not violated the Code, a record of the finding will be kept on file with the Vice President for Student Affairs/Dean of Students Office. However, the outcome of Not Responsible will not impact the student or student group's standing within the University and no sanctions shall be imposed.

Found Responsible – In each case in which a conduct body determines that a student or student group has violated the Code and is therefore found Responsible, appropriate sanction(s) shall be determined and imposed by that conduct body. The conduct body shall advise the respondent in writing of its determination and of the sanction(s) imposed.

Cumulative Conduct

A student's or student group's prior conduct history will be considered during sanctioning. Multiple violations of the Code during a student's or group's tenure at the University may result in increasingly severe sanctions.

Conduct Status Sanctions

The following conduct statuses may be imposed upon any student or group found responsible for violating the Code:

- a. Deferral This outcome signifies that the University has determined to hold a specified finding of responsibility and any resulting sanctions in abeyance if there are no future violations. If another violation occurs, the deferred sanctions may be reviewed and imposed. If sanctions are deferred, it will not appear in a student's reported disciplinary record if there are no other violations after the deferred incident.
- b. Formal Warning This is a written reprimand to the student stating that the student has violated the Code and that any future violation(s) may result in more serious sanctions.
- c. Conduct Review An official reprimand stating that the student's conduct is in violation of the Code and behavioral expectations, but is not sufficiently serious to warrant probation, loss of privileges, suspension, or expulsion. Students on conduct review shall have their conduct record under review for a specified period. This sanction may require regular meetings with an appropriate official to ascertain and evaluate compliance with student conduct expectations. Additional restrictions or conditions may also be imposed depending on the nature and seriousness of the misconduct. If there is a finding of responsibility for subsequent violations of policies, rules or expectations during this period, more severe sanctions will be administered.
- d. Probation This reprimand is in effect for a specified period and includes the probability of more severe sanctions for any future violation(s) of the Code during the probationary period. The sanction states that any further violations of the Code or other University policies will result in immediate removal from housing. Notification may also be sent to

- parents of dependent students, student organization advisors, athletic coaches, and other appropriate personnel at the discretion of the Vice President for Student Affairs/Dean of Students or designee.
- e. Probation with Loss of Privileges This reprimand is a serious form of probation affecting the status of a student and organizations. This status is in effect for a specified period and may make the student ineligible to hold leadership or employment positions (e.g., Student Government, Residence Life and First Year Experience student staff, University Ambassador, Athletics participation, organization involvement, recruitment, and other social functions). The status may also affect a student's ability to study abroad and participate in other off-campus programs. A further violation may result in deferred suspension, suspension, or expulsion from the University.
- f. Deferred Suspension – This reprimand is a serious form of probation affecting the nonacademic status of a student or organization. The student is being assigned a status sanction of suspension, but the suspension will not be put into place provided that the student does not violate any additional policies within the specified timeframe. Also, the student must satisfactorily complete any assigned educational sanctions by their specified deadlines. If the student is found responsible for violations of the Student Conduct Code or other University policies during the time period of deferred suspension, the student may be suspended. The length of the suspension assigned at that time will be dependent on the student's cumulative conduct history. If the student takes time away from the University during the student's deferred suspension period, the time period of the deferred suspension will stop accruing while the student is away, and it will resume on the first day of instruction following the student's re-enrollment. The status of Deferred Suspension may include notification to parents of dependent students, student organization advisors. athletic coaches, and other appropriate personnel at the discretion of the Vice President for Student Affairs/Dean of Students or designee.
- g. Suspension Separation of the student or organization from the University or University-owned housing for a specified period, after which the student or organization is eligible to return. Conditions for return will be specified. Notification of suspension may include notification to parents of dependent students, advisors, faculty, athletic coaches and other appropriate personnel at the discretion of the Vice President for Student Affairs/Dean of Students. Students may be held responsible for meeting their financial obligations to the University and may not visit the University while under suspension.
- h. Expulsion Permanent surrender of all rights and privileges as a student or student group and of membership in the University community and exclusion from the campus, from any University property and from all University functions. Notification of expulsion may include notification to parents of dependent students, advisors, faculty, athletic coaches and other appropriate personnel at the discretion of the Vice President for Student Affairs/Dean of Students. Expelled students may be held responsible for meeting their financial obligations to the University. Expulsion will be noted on the student's transcript.
- i. Revoking of Admission/Degree Degree and admission to the University may be revoked for fraud, misrepresentation, or violation of University standards required for admission to the University or in obtaining the degree, or for other serious violations committed by a student prior to graduation.
- j. Withholding Degree the University may withhold awarding a degree otherwise earned until the completion of the process set forth in the Code, including the completion of all sanctions imposed.

Educational/Other Sanctions

Intended to encourage the students to examine their behaviors and to develop new approaches to membership in the university community. A student may be assigned more than one sanction for a single violation.

Fulfilling sanctions is essential and students are expected to complete them in a thoughtful and timely manner according to the deadlines prescribed in the hearing outcome letter. Students must follow all academic integrity guidelines imposed by the University when fulfilling sanctions.

Failure to satisfactorily complete or comply with all sanctions as prescribed:

- 1. May result in a Dean's Hold placed on the student's accounts/records. Students will not be able to conduct any official university business while on this hold. Thus, students will not be able to register, add classes or request transcripts, and the current registration may be voided.
- 2. May also result in further sanctions, including suspension, until such time as full compliance of sanctions is obtained.
- 3. May result in additional sanctions or extended status sanctions.

Within the confines of FERPA, all sanctions/agreements may be used by the institution in its effort to further educate community members.

The following are examples of educational and other sanctions:

- Academic sanctions revocation of degree, holding transcripts, removal from classroom/courses
- Fines financial sanctions charged to student accounts
- Meeting with University official meeting(s) or conversation(s) with a University employee to discuss violations and future behavior
- Notification informing relevant parties (coaches, parents/guardians, campus employers, faculty, national/executive offices, etc.)
- Loss of privileges
- Loss of visitation privileges in University-owned housing
- Reflective assignments apology letters, creative reflective projects, written responses to posed questions
- Research assignments academically oriented projects, papers, or other assignments meant to encourage the research and understanding of a specific topic
- Restitution compensation for loss, damage, or injury (may take the form of appropriate service and/or monetary or material replacement) to the University, students or third parties
- Workshops decision-making skills workshops, anger management, alcohol and drug education
- Loss of recognition for student organizations loss of all privileges, including University recognition, for a specified time
- Suspension of the organization as a recognized University entity
- Other sanctions as defined by the Vice President for Student Affairs/Dean of Students or designee

Notification and Confidentiality

The following procedures apply to notification and confidentiality regarding outcomes of conduct proceedings:

- Parents and Guardians In accordance with FERPA, parents/guardians may be notified when students who are under the age of 21 are found responsible for any drug and/or alcohol related violations.
- Financial Aid
 — As required by federal law, drug violations may be reported to the
 Office of Financial Aid, which may have repercussions on future federal aid
 eligibility.
- Student Groups The right of privacy of student groups is not protected by FERPA (See Appendix 2). However, the Vice President for Student Affairs/Dean of

- Students has the discretion to determine when a student group's privacy should be protected.
- Complainants— At the discretion of the Vice President for Student Affairs/Dean of Students, complainants may be notified of the outcome of the hearing, including sanctions, in accordance with FERPA (See Appendix 2). In instances of violence or sexual assault, dating violence, domestic violence or stalking that fall outside the procedures of the Student Policy on Sexual Harassment Prohibited by Title IX and/or the Student Policy on Sexual Harassment Prohibited by Senate Bill 493, the complainant will be notified of the hearing outcome, sanctions, and information about the filing and outcome of any appeals.
- University Affiliates At the discretion of the Vice President for Student
 Affairs/Dean of Students, student organization advisors, athletic coaches, student
 employment supervisors, and other appropriate individuals may be notified of the
 outcome of the hearing.
- Public The University may also disclose the final results of a conduct proceeding to the public, if the respondent's alleged behavior is a crime of violence or a nonforcible sex offense and the respondent has been found responsible for violations of the Code and/or other relevant University policies.

Other

On their own action and without pending appeal, the Vice President for Student Affairs/Dean of Students retains the authority to override a decision made by a conduct officer or Board in instances when, in the Vice President for Student Affairs/Dean of Students' judgment, the Code was misapplied or there are insufficient facts or evidence on which to base the Hearing Board's or Officer's finding(s). All appropriate parties will be notified of such a change.