# University Housing The Student Conduct Process

University Housing's mission is to foster positive, student-centered residential communities, which support the academic mission of the University of Tennessee, Knoxville. As such, our residential communities are built on the principles of civility, respect, safety, and security. University Housing encourages the development and strengthening of these aforementioned values by holding students accountable when their decisions have adverse effects on their communities, and by educating students on how to formulate healthier and more advantageous decisions. The student conduct process for the university is overseen by Student Conduct & Community Standards (SCCS). University Housing partners closely with SCCS to hold residential students accountable to the Student Code of Conduct. Additionally, University Housing works closely with the Center for Health Education and Wellness to provide educational outcomes and support to our students.

### **GOALS OF THE STUDENT CONDUCT PROCESS**

The goal of the student conduct process is to provide educational opportunities for self-growth and reflection to ensure that each student graduates ready to contribute to society as an ethical and law-abiding citizen. The housing conduct process additionally allows for students to consider, in advance, the consequences of their behavior, the impact their behavior may have on themselves and others within their communities, and to promote positive and healthy decision-making based on these considerations. To achieve this goal, University Housing is dedicated to providing educational experiences to students who violate either the Student Code of Conduct or University Housing policies.

### **PRIVACY**

At the university, under the Family Educational Rights & Privacy Act (FERPA), academic and disciplinary records are kept separately. Information from disciplinary records is not available to unauthorized persons on campus or any person off campus without the express consent of the student or his/her legal representative except under legal compulsion or in cases where the safety of persons and property is involved. FERPA establishes general privacy of student records; however, it also provides for basic identification of people at the University of Tennessee without the consent of the individual.

### STUDENT CODE OF CONDUCT

Students are responsible for reading and familiarizing themselves with the <u>Student Code of Conduct</u>. University Housing typically holds residents accountable for low level violations of the Student Code of Conduct. For more serious or repeated violations of the Student Code of Conduct, residential students will be referred to Student Conduct & Community Standards.

### **UNIVERSITY HOUSING POLICIES**

Similar to the expectations laid out regarding Hilltopics, students are responsible for reading and familiarizing themselves with all University Housing policies. All <u>University Housing Policies</u> fall under University Housing's Contract/Agreement. University Housing will hold students accountable for violations of University Housing policy.

### STUDENT CONDUCT AND COMMUNITY STANDARDS (SCCS)

SCCS oversees the student conduct process for the university. University Housing closely partners with SCCS to provide a safe environment for its residents and other offices to facilitate educational sanctions when a student is found responsible for violating the Student Code of Conduct. The purposes of sanctions are to educate, promote personal and professional development, discourage violations, and protect the university community. To learn more about sanctions, please visit SCCS' <u>Sanctions</u> page or see the full explanation in the <u>Student Code of Conduct</u>.

### THE STUDENT CONDUCT PROCESS

Reports are received from University Housing, the University of Tennessee's Police Department, and members of the community. After receiving a report, the appropriate office reviews the information and may conduct additional fact-finding. If the information indicates a resident may have violated the Student Code of Conduct and/or University Housing Policies, a letter will be sent to the student's UT email scheduling a meeting to discuss the incident.

If an incident happens within the residence halls and a Housing Policy violation and/or a low-level violation of the Student Code of Conduct is alleged, University Housing typically oversees the accountability process. Repeat violations or more egregious incidents are typically referred to Student Conduct and Community Standards., When this occurs, SCCS oversees the conduct process. Details about the <u>Student Conduct Process</u> can be found on Student Conduct & Community Standards website or by accessing the <u>Student Code of Conduct</u>. Additionally, a flowchart summarizing the student conduct process is attached below.

RESOLUTION

## STUDENT CONDUCT & COMMUNITY STANDARDS (SCCS)

### STUDENT CONDUCT PROCESS

When a student or registered student organization faces an alleged violation, the process below is followed.

### REPORT RECEIVED & PRE-INVESTIGATION MAY OCCUR

TIMELINE MAY VARY DEPENDING ON ALLEGED VIOLATION TYPE

### WRITTEN NOTICE OF EDUCATIONAL CONFERENCE

WRITTEN NOTICE IS PROVIDED BY SCCS AND WILL INCLUDE:

- 1. Notice that SCCS has begun/will begin investigation
- 2. Brief description of conduct and the Standard(s) of Conduct at issue
  - 3. Notice of right to an advisor
  - 4. Date/time/location of the Educational Conference
  - 5. Consequences of failing to comply and notice of hold
  - 6. Link to the Student Code of Conduct/Fundamental Rights

#### **EDUCATIONAL CONFERENCE**

AN EDUCATIONAL CONFERENCE IS A MEETING BETWEEN SCCS AND THE RESPONDENT WHERE THE FOLLOWING GENERALLY OCCURS:

- 1. SCCS orally informs the Respondent of allegations and fundamental rights
- 2. The Respondent has an opportunity to respond to allegations, present information, and identify witnesses
  - 3. Both SCCS and the Respondent may ask questions and seek clarifying information
  - 4. SCCS may issue a no-action determination, continue investigation or the Respondent may sign a Resolution Agreement

### **INVESTIGATION**

INVESTIGATION LENGTH MAY VARY DEPENDING ON ALLEGED VIOLATION TYPE

**FORMAL** 

**HEARING** 

### SUFFICIENT EVIDENCE TO SUPPORT ALLEGATIONS **OF MISCONDUCT:**

NOTICE OF ALLEGATIONS & SANCTION RECOMMENDATIONS

Resolution options include:

**RESOLUTION AGREEMENT** 

Notes: An Alternative Resolution may be requested or proposed at any point in this process - see Code.

All formal hearing options are not available in all cases - see Code.

This process does not apply to alleged violations of Standard of Conduct Seven (7) - see Code.

NO-ACTION DETERMINATION Process ends.

> **APPFAI OPTION**

**NOT SUFFICIENT EVIDENCE TO** 

SUPPORT ALLEGATIONS OF

**MISCONDUCT:** 

This document is a summary of the student conduct process. In the event of a conflict between the summary and the Student Code of Conduct, the Code governs.

APPEAL

**OPTION** 

