UNIVERSITY COUNSELING SERVICES
STUDENT CONDUCT OFFICE

Mission

The Student Conduct Office administers the Student Code of Conduct, provides fairness and due process in processing alleged violations, and focuses on education and student development outcomes.

Vision

The Student Conduct Office will strengthen and maintain a high quality living and learning environment that promotes the intellectual, personal, cultural, and ethical development of our students.

The Student Conduct Office will:

- Be recognized as an advocate for responsible student behavior;
- Be recognized as enforcing community standards consistently and equitably;
- Provide the highest standard of fairness and impartiality in the hearing processes; and
- Provide high quality training for conduct hearing panel members.

Core Values

Excellence – We seek excellence in all our endeavors and we are committed to continuous improvement.

Integrity – We are committed to the principles of truth and honesty and we will be equitable, ethical, and professional.

Service – We believe that serving others is a noble and worthy endeavor.

Intellectual Freedom – We believe in ethical and scholarly questioning in an environment that respects the rights of all to freely pursue knowledge.

Diversity – We respect others and value diversity of opinion, freedom of expression, and other ethnic and cultural backgrounds.

Stewardship of Resources – We are dedicated to the efficient and effective us of resources. We accept responsibility of the public's trust and are accountable for our actions.

Goals, Critical Success Factors, Objectives, and Strategies

Goal 1. Academic Excellence: **Promote honesty and integrity in the academic endeavors of all students and the reporting of violations by faculty.**

Critical Success Factors:

- Increase undergraduate and graduate student understanding of honesty and integrity expectations on campus
- Improve understanding of the academic dishonesty and misconduct policies and procedures among faculty and graduate teaching assistants
- Obtain 90% approval rating on audience evaluations of presentations
- Increase reporting of violations

Objectives:

Objective 1.1: Educate undergraduate and graduate students about the academic dishonesty and misconduct policies.

Strategies:

- Increase presentations to Freshmen Orientation classes.
- Contact the 3 colleges that have not utilized resources about academic dishonesty created by this office to disseminate information to undergraduate and graduate students in those colleges.
- Continue to make presentations to International Student Orientation sessions which include undergraduate and graduate students.
- Provide informational materials for all international students.
- Provide informational materials to the Graduate College for access by graduate students.

Objective 1.2: Educate faculty and graduate teaching assistants about academic dishonesty and misconduct policies and procedures.

Strategies:

- Provide information and materials to deans, directors, department heads, faculty, and teaching assistants.
- Target new faculty for distribution of information and materials.
- Make personal visits to the new faculty.
- Collaborate with faculty and teaching assistants in documenting cases of academic dishonesty.

Goal 2. Student Development: Promote student understanding of the importance of community standards through outreach efforts and through the discipline process.

Critical Success Factors:

- Increase student awareness of the Code of Conduct
- Increase utilization of the Student Conduct Office as a resource for solving problems with and between students
- Increase understanding of personal actions, institutional policies, and consequences
- Provide 25 programs per year that promote reducing risky behaviors (academic dishonesty, alcohol abuse, and sexual misconduct)
- Obtain 90% approval rating on audience evaluation of presentations
- Refer students to resources within the university and the community for assistance in overcoming difficulties

Objective 2.1: Educate students about the contents and purpose of the Student Code of Conduct.

Strategies:

- Develop, revise, and distribute Student Rights and Responsibilities Governing Student Behavior campus-wide.
- Provide access to the Student Code of Conduct through the Web site.
- Provide materials for Freshmen Enrollment and Transfer Days.
- Provide presentations and materials to Freshmen Orientation classes.
- Provide presentations and materials to International Student Orientation sessions.

Objective 2.2: Educate accused students about their rights and the procedures available to resolve allegations of violations of the Code of Conduct.

Strategies:

- Explain fully the discipline process when meeting with the student.
- Provide and explain written materials.
- Provide written or verbal explanation for decisions made.

Objective 2.3: Provide educational and developmental interventions and sanctions for students found responsible for violating the Code of Conduct.

Strategies**:**

- Evaluate the student's situation and possible needs.
- Encourage student to take responsibility for his or her actions.
- Require the student to complete any sanction(s) imposed.

- Refer responsible party to counseling (i.e., alcohol and career) or other relevant resources.
- Utilize online education resources (i.e., Alcohol 101).
- Suspend students for serious violations, for repeat violations, or for failure to complete sanctions.

Goal 3. Diversity: Promote awareness and sensitivity to the cultural differences of our student body and how those differences may impact the student's experience in the discipline process.

Critical Success Factors:

- Maintain and increase diversity on the Student Conduct Committee
- Provide diversity education component in committee training

Objective 3.1: Ensure diverse membership on the Student Conduct Committee.

Strategies:

- Recruit diverse group of faculty and staff for service on the committee.
- Promote committee service to diverse student groups on campus.

Objective 3.2: Include diversity component in the training program for Student Conduct Committee members.

Strategies:

- Collaborate with the Multicultural Student Center for training ideas, materials, and presenters.
- Collaborate with the International Students and Scholars office for training ideas, materials, and presenters.

Goal 4. Leverage Resources: Implement technology to share appropriate information, track violations, create reports, and as an education resource.

Critical Success Factors:

- Increase access to the Student Code of Conduct policies and procedures
- Track and report student violations
- Utilize online education programs to expose students to alternative behavior choices

Objective 4.1: Collaborate with Residential Life to develop or purchase software to accurately track violations and create reports.

Strategies**:**

- Work with Information Technology department to determine if a program can be developed internally.
- Investigate purchasing judicial software packages.

Objective 4.2: Expand online educational programming availability.

Strategies:

- Utilize online education resources through the Share the Wealth program.
- Investigate available online education offerings as education sanctions.

Objective 4.3: Develop Student Conduct Office Web site.

Strategies:

- Prepare and organize information for a Web site.
- Obtain appropriate assistance in creating a Web site.

Goal 4. Image, Pride, and Recognition: Participate in and support the traditions of the university.

Critical Success Factors:

- Increase participation in and attendance at university activities

Objective 5.1: Participate in and attend university activities.

    Strategies:

- Attend variety of functions on campus (i.e., lectures, concerts, plays, and athletic events).
- Support activities through participation in ALPHA and Camp Cowboy.
- Attend staff development activities and programs.
- Encourage orange and black Fridays.
- Serve as a Faculty Associate to Residential Life floor.

Objective 5.2: Provide support and resources for campus activities.

    Strategies:

- Provide materials for Freshmen Enrollment, Transfer Days, Greek Life functions, and International Student and Scholars events.
- Assist with various campus activities as needed.