Center for Honor Enrichment & Community Standards

Conduct Process

Incident Happens
Incidents can be reported by staff (including RA's), police officers, faculty, students, and other members of the community

CHECS is Notified
Incident Report(s) are assigned to a Conduct Officer.
Conduct Officers are: Assistant Directors of CHECS, CHECS Graduate Assistants/Interns, Residence Life Professionals

Student is Notified
A Notice of Incident is sent to the student's CNU email address.
The notice includes what policies the student is alleged to have violated.
The notice instructs the student to contact CHECS within 72 hours to schedule an Initial Conference

Initial Conference
The Conduct Officer and student meet to discuss the incident, report, alleged violations, and possible outcomes of the case.
This is the student's chance to share their perspective of the incident and ask questions about the conduct process.

No Initial Conference
If a student fails to schedule an Initial Conference or appear at a scheduled Initial Conference, the alleged violations may be considered true and appropriate sanctions will be issued.
In addition, a charge of Failure to Comply may be added.

Decision
A decision is made by the Conduct Officer and the student is notified of the outcome of the case.

Student is Found Not Responsible

Student Acknowledged Responsibility

Student is Found Responsibile

Sanctions Issued
If a Student is responsible for violating a policy, sanctions will be issued. Sanctions are educational, reflective, campus contribution, and punitive. Examples include but are not limited to: written warning, disciplinary probation, reflective papers, service hours, educational programs, dismissal from housing, suspension from the University, dismissal from the University.

Sanctions Completed
Student accepts the decision and completes all sanctions issued by their due dates.

Request for Review/Appeal
Requests for review must be received within five (5) business days of the decision.

Panel
Requests for review will go to a Student Honor Council Panel if the outcome of the case resulted in a sanction of:

- Suspension or Dismissal from University Housing
- Suspension or Dismissal from the University

CHECS Director or Designee
All other appeals go to the Director of CHECS for administrative review.

Appeal to the VPSA or AVPSA

Appeal Requirements
Appeals are only granted if:

Appeal to VPSA or AVPSA:

- Significant new information exists that was unknown at the time of the panel and would likely alter panel decision
- Previsions to a fair panel not met and resulted in unfairness

Appeals to Director or Designee:

- Student not notified of incident
- Student not given opportunity to share perspective
- Significant new information exists

Case Closed