**Student Affairs and Campus Life Advisory Committee Minutes**

Meeting time, place and date:

Friday, 7 April,4:02pm

Committee members present:

* Veena Ravishankar (Chair)
* Ginny Morriss (Secretary)
* Cate Brewer
* Melissa Jones (ex-officio member)

Introductions

Dean of Student Life and Housing/Assistant VP for Student Affairs – Dave Fleming

Items of Business, including Motions

* Student Conduct
  + Student conduct fell under role as AVP, supervising Director of Office of Student Conduct and Repsonsibility, Dr. Tuttle. During time President called for review of Student Conduct to determine what we are doing well and what we can do better.
    - What should improve is communication of rights of the complainant and rights of the respondent to ensure there is fair representation in the process for all parties.
    - Due process is being followed and the process is solid and work through procedures are generally good.
    - Summer, plan is to look at how the code of conduct is written and making edits to make that code a little more understandable for students.
    - One person operation, Dr. Tuttle, is the only person working in Office of Student Conduct.
    - Have a Student Conduct Review board where elected students hear lower-level violations to student code of conduct. Dr. Tuttle hears cases of more middle-tier violations, such as alcohol and drug violations. The review board conducts hearing conferences to prepare students for that process.
    - 97% of cases are straightforward. Account of what happened is given. Often, student has already taken responsibility. Only small percentage of violations are major (expulsion- or suspension-level) offenses.
* Discussion/Questions
  + There was talk of an appellate board for student conduct that would benefit from participation of members of this committee. Would like to know more details.
    - Prior to this year, every student has had the ability to appeal the decision by the student conduct review board and that appeal use to go directly to Dean Rucker, who decided whether to uphold or reduce the sanction.
    - Most students who are appealing are appealing for a more mild sanction, but are still taking responsibility for their conduct.
    - Thought with putting together the appellate board is that Dr. Fleming does not believe he should be the sole decision maker in these appeals.
    - He has been at institutions where there have been appellate boards, so he created one for the upcoming year so the appeal would go to a panel of individuals.
    - Only two appeals have come in since October, do not expect a lot to come through.
    - Currently, Dr. Fleming is vetting these cases to ensure that the proper procedures were followed and determine whether sanctions were too harsh.
  + The Code of Conduct violations here are those areas of the university that are separate from Honor Code violations. This code of conduct allows us to hold our students accountable for breaking the student behavioral expectations. Sometimes, infractions that happen off-campus are referred to conduct board.
  + Question about training required for members of the Student Affairs and Campus Life committee who will potentially serve on the appellate board.
    - Once individual is identified, there would be specific training for them, likely starting virtually, then there could be an in-person time set up to take any questions.
    - If member(s) of appellate boards are trained in August, would likely have a quick refresher before the first hearing.
    - Dave Fleming would be procedural advisor focusing on decision of the student conduct review board, ensure that procedures were followed and ensure that process is followed through.
    - Board would determine where a preponderance of evidence exists to indicate a violation has occurred and review evidence for whether the work done in making the decision was within policy.
  + Question about whether all SACL committee members would be required to train and be on the appellate board.
    - That is up to the committee. Want to make sure there is fairness and that no member of the committee is over-loaded with work. Ideally would have three members for each academic year to work with scheduling/availability of board members.
  + Question where participation on appellate board would be a one-year or multi-year commitment.
    - Can be one year and recommit. The commitment is mostly on an as-needed basis. UFC could, however, make a decision that makes the commitment more than a single year term.
    - Need a list of members each August.
    - Faculty should have honorable intentions for serving on the appellate board, with no underlying intentions for punishing students.
    - Value to having instructional faculty on the board, in addition to staff and students so that decisions are coming from multiple perspectives.
    - Cross-disciplinary approach is best way to approach students, everyone has stake in the community, more likely to get the right outcome if looking at it from differing perspectives, even if that decision is not the one the student would prefer.
  + Dave added that he would like to have all cases that involve suspension or expulsion go to the appellate board. These do not come up often, but would like to have a board of individuals review these cases.
  + Plan for identifying individuals on the committee ready to go in the start of the fall semester.
* Thanks to Dave for discussion.
* Committee tasks
  + Nomination and voting new chair of committee: Ginny Morriss – approved.
  + Nomination for new secretary. No current member nominated. Ginny will reach out to new committee members to inquire whether either would like to take this role and pass off secretary duties.
  + Need to find new student representatives for next semester. Juliette willing to help identify good student representatives.
  + Meeting minutes approved

Adjournment and next meeting details

The meeting adjourned at 4:34 pm.

Next meeting time, Fall 2023.