



UNIVERSITY OF  
ILLINOIS CHICAGO

# Student Disciplinary Policy

# Table of Contents

<b>Introduction .....</b>	<b>3</b>	<b>VI. Resolution Methods .....</b>	<b>19</b>
<b>I. Authority and Jurisdiction .....</b>	<b>5</b>	A. Academic Liaison Process .....	19
A. Authority .....	5	B. Mutual Agreement Process .....	19
B. Jurisdiction .....	5	C. Administrative Hearings .....	20
C. Student Disciplinary Policy and Violations of Law .....	5	D. Student Conduct Hearings .....	20
D. Student Disciplinary Policy and Campus Housing .....	5	<b>VII. Hearing Information .....</b>	<b>21</b>
E. Student Disciplinary Policy and Student Organizations .....	5	A. Hearing Guidelines .....	21
F. Student Disciplinary Policy and University Policies/Procedures .....	6	<b>VIII. Sexual Misconduct Investigation and Hearing Guidelines .....</b>	<b>22</b>
G. Student Status and Holds .....	7	A. Sexual Misconduct Complaints .....	22
H. Retaliation .....	7	B. Initial Title IX Coordinator Actions .....	22
<b>II. Student Rights and Responsibilities .....</b>	<b>7</b>	C. Sexual Misconduct Investigations .....	23
<b>III. Reporting Student Misconduct .....</b>	<b>7</b>	D. Types of Hearings for Sexual Misconduct Complaints .....	23
A. How to File a Complaint .....	7	E. Hearing Guidelines and Information .....	23
B. False Complaints .....	8	F. Title IX Sexual Harassment Hearing Procedures .....	24
C. Complaint Review Process .....	8	G. Sexual Misconduct Hearing Committee .....	25
D. Notice to the Student .....	9	<b>IX. Hearing Process .....</b>	<b>25</b>
E. Request for a Delay .....	9	A. Administrative Hearings .....	25
F. Interim Measures .....	9	B. Student Conduct Hearings .....	26
G. Emergency Suspension .....	10	<b>X. Appeal Process .....</b>	<b>26</b>
H. Student Organization Complaints .....	10	A. Filing an Appeal .....	26
<b>IV. Standards of Conduct .....</b>	<b>11</b>	B. Grounds for Appeal .....	27
A. Academic Integrity .....	11	C. Appeal Review Process .....	27
B. Standards of Classroom Behavior .....	12	D. Finality .....	27
C. Health and Safety .....	12	<b>XI. Remand Hearing And Review .....</b>	<b>27</b>
D. Sexual Misconduct .....	13	A. Remand Hearing and Review Information .....	27
E. University Facilities, Resources or Operations .....	14	B. Remand Committee .....	28
F. Student Conduct Process .....	14	C. Remand Procedures .....	28
G. Shared Responsibility for Violations .....	15	<b>XII. Student Conduct Records .....</b>	<b>28</b>
H. University Rules, Policies and Procedures .....	15	A. Retention of Student Conduct Records .....	28
I. Local, State or Federal Law or Board of Trustees' Action .....	15	<b>Addendum A: Student Conduct Definitions .....</b>	<b>30</b>
J. Violations of Student Organization Misconduct .....	15	<b>Addendum B: Student Rights and Responsibilities .....</b>	<b>33</b>
<b>V. Sanctions .....</b>	<b>15</b>	<b>Addendum C: Student Rights for Sexual Misconduct Cases .....</b>	<b>34</b>
A. Sanctioning Guidelines .....	15	<b>Addendum D: Student Organization Rights and Responsibilities .....</b>	<b>35</b>
B. Disciplinary Holds .....	16		
C. Sanctions .....	16		
D. Sanction Submission .....	18		
E. Transcript Notation .....	18		

## Introduction

The University of Illinois Chicago (UIC) community includes students, staff, faculty, and others who have a vested interest in the University. Members of our community pride themselves on academic, personal, and professional excellence, and value integrity, accountability, and respect. The Student Disciplinary Policy underscores the pride and the values that define our community while providing UIC students with a framework to guide their actions and behaviors.

As members of the UIC community, students assume obligations of academic performance and conduct reasonably imposed by the institution and consistent with its objectives and mission. UIC students and Student Organizations are expected to act in accordance with University policies, rules, and regulations, and local, state and federal laws. Students should be aware that they are responsible not only for their behavior, but also for the impact of their actions.

The purpose of the Student Conduct process is to assist in the development of a responsible community of students who are encouraged to pursue individual goals, respect the rights of others, and comply with legal norms of society. The Student Conduct process plays a supportive role in the development of responsible student behavior. If the behavior of a student conflicts with established university standards, the Student Conduct process seeks to educate the student about the personal and social consequences of their behavior and repair the impact of the harm to the community.

The actions imposed in the Student Conduct process may include educational and disciplinary sanctions that are designed to contribute to the growth of the student and the welfare of the community.

Because the primary goal of the Student Conduct process is educational, the process is conducted in a non-adversarial manner meant to inform and educate students. The process is not analogous to criminal or civil court proceedings, which are primarily punitive in nature.





---

# I. AUTHORITY AND JURISDICTION

## A. Authority

The University of Illinois Statutes vest in the Senate Committee on Student Affairs, the responsibility for establishing a committee or other body concerned with discipline. (See University of Illinois Statutes, XI.2.a.). These subcommittees shall have original jurisdiction to hear and render decisions in all disciplinary cases. The Statutes authorize the subcommittee(s) to formulate and adopt a student disciplinary policy and procedure. Pursuant to that statutory provision, the Student Conduct Committee and Referral Committee, as well as the UIC Student Disciplinary Policy, were established. In no event should this policy be utilized for anything but evaluating and resolving allegations of the violations of the Standards of Conduct described in this policy. Copies of the of Student Disciplinary Policy are available from the Office of the Dean Students (DOS) and online at dos.uic.edu.

## B. Jurisdiction

This policy governs both the Chicago campus as well as all regional sites of the University of Illinois Chicago.

- 1. On-Campus:** The Student Disciplinary Policy applies to the on-campus conduct of students and Student Organizations.
- 2. Off-Campus:** The Student Disciplinary Policy also applies to the off-campus conduct of students and Student Organizations in connection with any required educational activity or co-curricular experience (e.g., a professional practice assignment, internship, field trip, student teaching assignment, research, student leadership conference, social event, or event sponsored, conducted, or authorized by the University. The Student Disciplinary Policy may also be utilized to address student conduct occurring off campus that affects the interests or environment of the university community and/or individual members or specific groups within that community including, but not limited to, behavior that:
  - a. Constitutes a violation of local, state, or federal law (e.g., all alcohol and or/drug violations and other repeat violations of any local, state, or federal law).
  - b. Poses a threat to the health or safety of the student or others.

## C. Student Disciplinary Policy and Violations of Law

Violations of the Standards of Conduct set forth in this policy may also constitute violations of criminal or civil law. The Student Conduct proceedings are independent of the criminal or civil process, and will not be delayed, abandoned, or withdrawn pending the outcome of the criminal or civil process or as a result of any findings made through that process. Further, disciplinary sanctions may be imposed regardless of any findings made through the criminal or civil process.

## D. Student Disciplinary Policy and Campus Housing

Students involved in misconduct as residents of any Campus Housing facility will be held accountable through the Campus Housing Code of Conduct. Campus Housing is authorized to utilize its established procedures to hear cases of alleged student misconduct for incidents that occur in campus housing facilities, and it has the authority to issue sanctions which affect a student's resident status. Campus Housing may also issue interim measures for its residents based on the contractual obligations outlined in the housing contract. Although Campus Housing may choose to hear cases of student misconduct occurring in housing facilities, the following cases must be referred to the Office of the Dean of Students for a formal review and appropriate administrative action:

1. Behavior that poses an imminent risk to the safety of the student or other students;
2. Serious infractions of the Student Disciplinary Policy including, but not limited to the destruction of property; possession of weapons; bomb threats; use, sale, or possession of illegal drugs; or violations of local, State, or Federal laws
3. Conduct that may lead to removal from housing;
4. Misconduct committed by a non-resident in or around a campus housing facility;
5. Repeated violations of the Campus Housing Code of Conduct; or
6. All incidents of alleged sexual misconduct as defined by the [UIC Sexual Misconduct Policy](#), including sexual harassment, sexual assault, domestic violence, stalking and dating violence.

## E. Student Disciplinary Policy and Student Organizations

1. The Dean of Students investigates, hears, and makes the decisions for all serious allegations of violations of the Standards of Conduct for student organizations. The Student Disciplinary Policy applies to both the conduct of individual students as well as student organization. The conduct, either of commission or of omission, by one or more members of a student organization (e.g., general members, officers, or new/associate members) may subject the organization to the jurisdiction of this policy. Student organizations may be charged with alleged violations of this policy without regard to whether members of such organizations are individually charged with alleged violations arising from the same misconduct. Misconduct may be considered reasonably associated with a student organization when one or more of the following criteria are met:

- a. The conduct is endorsed by the student organization and/or any of its officers through, for example: active or passive consent or encouragement; having prior knowledge the conduct was reasonably likely to occur; or helping to plan, advertise, or promote the conduct;
  - b. The conduct is committed during an activity paid for by the student organization, or paid for as a result of one or more members of the student organization contributing personal funds in lieu of organizational funds to support the activity or conduct in question;
  - c. The conduct occurred on property owned, controlled, rented, leased, or regularly used by the student organization or any of its members or alumni;
  - d. The purpose of the activity was related to initiation, admission into, affiliation with, or as a condition for continued membership in the student organization;
  - e. Non-members of the student organization learned of the activity from members, advertisements, or communications associated with the student organization (i.e., Twitter, GroupMe, etc.), or otherwise formed a reasonable belief that the conduct or activity was affiliated with or endorsed by the student organization;
  - f. Members of the student organization attempted to conceal the activity or protect other members who were involved; or One or more officer(s) of the student organization had prior knowledge, or reasonably should have known the activity/event would take place and took no action to prevent it (e.g., canceling the event, notifying the Dean of Students, University or local police, etc).
2. Student organization misconduct that does not constitute a violation of the Standards of Conduct of this policy will be handled by the student organization's respective advising area [e.g., Center for Student Involvement (CSI), Campus Recreation, Fraternity and Sorority Life (FSL), or an academic college/department/unit]. The following cases must be referred to the Dean of Students for a formal review and consideration of formal student conduct proceedings:
- a. Behavior that poses an imminent threat to the safety of the student, student organization, or any members of the university community;
  - b. Serious infractions of this policy including, but not limited to: the destruction of property, possession of weapons, bomb threats, use, sale, or possession of illegal drugs, hazing, physical abuse/violent behavior, or violation of local, state, or federal laws;
  - c. Repeated violations previously addressed by the student organization's respective advising area; or
  - d. All incidents of alleged sexual misconduct, as defined by the UIC Sexual Misconduct Policy, including sexual harassment, sexual assault, domestic violence, stalking and dating violence.
3. Student governance organizations includes but are not limited to the following:
- a. College Panhellenic Council (CPC);
  - b. Greeks of the Pan-Asian American Council (GPAAC);
  - c. Interfraternity Council (IFC);
  - d. Latino Greek Council (LGC);
  - e. National Pan-Hellenic Council (NPHC);
  - f. Undergraduate Student Government (USG);
  - g. UIC Law Student Bar Association;
  - h. The Graduate Student Council (GSC); and
  - i. The Health Profession Student Council (HPSC)
4. Student governance organization members are expected to observe at all times internal policies of their student governance organization, state or local, national, or international headquarters. Student organizations are also expected to observe the policies and rules established by university departments such as the Center for Student Involvement (CSI), Campus Recreation, Fraternity and Sorority Life (FSL), or academic college/department/units.
5. Allegations of student organizational misconduct may be adjudicated before, at the same time as, or following related cases of alleged individual misconduct.

## F. Student Disciplinary Policy and University Policies/Procedures

The Office of the Dean of Students will work with other offices, as appropriate, to address any conflicts associated with concurrent processes to address the same behavior.

- 1. Academic Misconduct/Professionalism:** It is acknowledged that certain behaviors may be categorized as both disciplinary (e.g., behavior that falls within the definitions of the Standards of Conduct contained herein) and academic in nature. This policy recognizes faculty members—as well as other members of a college/department—may exercise discretion in making academic decisions and evaluations (e.g., issuing a failing grade for an assignment or class) based upon a student's academic performance, even if that performance includes academic misconduct described in this policy, without making a referral for disciplinary action under this policy. In addition, to the extent that a college or other academic unit adopts an alternative policy or process for assessing academic performance, including behavior which may be described in this policy, but which also relates to a college's academic standards (e.g., academic misconduct or violation of professional standards), it is at the discretion of the faculty member, academic unit, or college to determine

whether to submit the matter to its own process or to this one for resolution.

- 2. Students with Special Relationships to the University:** Students who are athletes, student leaders, employees, or hold other unique relationships with the University, and whose behaviors violate the Student Disciplinary Policy, may also fall within the jurisdiction of another university policy or process associated with that relationship. Likewise, employees who enter into a relationship with the University as students may be held accountable for misconduct through the Student Conduct process in addition to any action one faces as an employee.
- 3. University Policies:** Although other policies and procedures may exist to address student policy violations, the following matters must be referred to the Office of the Dean of Students for consideration of formal Student Conduct proceedings (either instead of or in addition to other applicable policies or procedures):
  - a. Behavior that poses an imminent risk to the safety of the student or any members of the university community;
  - b. Serious infractions of the Student Disciplinary Policy including, but not limited to: the destruction of property; possession of weapons; bomb threats; use, sale, or possession of illegal drugs; or violations of local, state, or federal laws;
  - c. All incidents of alleged sexual misconduct as defined in the UIC Sexual Misconduct Policy, including sexual harassment, sexual assault, domestic violence, stalking, and dating violence. For information related to Student Conduct proceedings following allegations of conduct in violation of the UIC Sexual Misconduct Policy, please see Article VIII of this document.

#### **G. Student Status and Holds**

In order to be subject to the Student Disciplinary Policy, the alleged misconduct must have occurred while the individual was a student, as defined by this policy. A student charged with violating the Standards of Conduct may not avoid the conduct process by withdrawing from courses and/or the University. Student conduct proceedings may continue as described in this document without the student's participation, and/or, at the discretion of the Dean of Students, a hold may be placed on the student's record prohibiting further registration, graduation, issuance of a degree or transcript, and/or release of transcripts.

#### **H. Retaliation**

The act of taking or attempting any adverse action (e.g., intimidation, threaten, coerce, improperly influence, etc.) against any member of the university community based on the person's reporting or participation in the student conduct process outlined in this policy. Retaliation includes behavior on the part of the respondent, the complainant, and/or other related persons, including, but not limited to: acquaintances, witnesses, friends, or family members. Retaliation is strictly prohibited, and any type of retaliatory behavior should be reported immediately through the Student Misconduct Incident Report form at (<http://go.uic.edu/ConductIR>). Although independent disciplinary action may be taken against anyone engaging in retaliation, the complainant and the respondent shall discourage such actions and may be held responsible to the extent of their involvement in the retaliation.

---

## **II. STUDENT RIGHTS AND RESPONSIBILITIES**

Student complainants and respondents have the rights and responsibilities as described in **Addendum B**.

---

## **III. REPORTING STUDENT MISCONDUCT**

The Office of the Dean of Students encourages members of the university community to report violations of the University's Standards of Conduct by filing a formal complaint. A complaint should be filed as soon as possible after the alleged misconduct occurred and should describe the incident, the alleged violation(s) of the Standards of Conduct, and identify the individuals involved in or witness to the misconduct. Additional materials that support the complaint should be submitted (e.g. photos, written correspondence, copies of emails and/or texts).

#### **A. How to File a Complaint**

Reports may be made utilizing the University's online incident reporting forms. To report non- academic misconduct, please use the Student Misconduct Incident Report at [go.uic.edu/conductIR](http://go.uic.edu/conductIR). To report academic misconduct, please use the Academic Integrity Incident Report at [go.uic.edu/academicIR](http://go.uic.edu/academicIR).



## B. False Complaints

The University considers the intentional filing of a false complaint as a serious matter. It is a violation of the Student Disciplinary Policy to make an intentionally false complaint.

## C. Complaint Review Process

- 1. Initial Review of Complaint:** Upon receiving a complaint, the Office of the Dean of Students will review the information acquired from the complainant and may conduct an initial investigation to determine if there is sufficient information to proceed with the Student Conduct process. If the complaint does not contain adequate documentation, the complainant may be contacted to provide additional information or clarification regarding the incident. Preliminary meetings with the complainant, respondents, and/or witnesses may occur prior to initiating the Student Conduct process. The Dean of Students reserves the right to initiate a case without a formal complaint and to investigate anonymous reports.
- 2. Initiation of the Student Conduct Process:** At the conclusion of the review of the complaint if there is reliable information indicating that misconduct may have occurred, the Student Conduct process will be initiated, creating a conduct case. The outcome of an initial review includes, but is not limited to:
  - a. Case Not Pursued:** If there does not appear to be credible or sufficient information to suggest a violation of the Standards of Conduct occurred, the complaint will not move forward through the formal Student Conduct process. The complaint and any information gathered during the preliminary investigation will be retained by the Dean of Students to document that the situation was reviewed.
  - b. Informal Response:** If the conduct described in the complaint is concerning, but does not appear to be a violation of, the Standards of Conduct (such as repeated low-level behaviors) or falls outside the jurisdiction of the policy, there may still be an institutional response without the initiation of the formal Student Conduct process. For example, the student may be asked to meet with a staff member to discuss the conduct or participate in a mediated conversation.
  - c. Mutual Agreement:** For relatively minor infractions of the conduct code, where (1) the student accepts responsibility for the misconduct, and (2) both the student and complainant agree to a sanction or sanctions prescribed by the Dean of Students, a final decision reflecting that mutual agreement may be issued. That decision will reflect that there will be no subsequent proceedings or right to appeal. The decision that is issued in these circumstances should be signed by both parties, and should specifically reflect the following:
    1. that the student accepts responsibility for violation of the specific Standards of Conduct related to the incident,
    2. that both the student and complainant have been informed of their respective rights to move the matter forward to a conduct hearing as set forth in the Student Disciplinary Policy,
    3. that both have agreed to waive the rights to a hearing,
    4. that the decision/agreement reflects the mutual agreement of the parties and DOS for sanctions related to the violation(s), and
    5. that both parties understand their respective signatures on the agreement reflect their agreement with the terms of the mutual decision and a waiver of any appeal rights.
  - d. Referral Committee Review (Academic Complaints):** All complaints alleging a violation of the Standards of Conduct related to academic integrity submitted through this policy will be reviewed by the Referral Committee. The role of the Referral Committee is to determine whether or not the complaint should be dismissed for insufficient evidence/ grounds or referred for a hearing. The Referral Committee will make a decision by majority vote and the decision will be issued in writing, with copies going to the complainant and the Dean of the College in which the respondent is enrolled (as appropriate). For repeated or multiple allegations of academic integrity, the Dean of Students will determine whether a complaint should be referred to a Student Conduct Hearing. In this instance, the Referral Review Committee may review these complaints to confirm that there are sufficient evidence/ grounds to proceed with a Student Conduct Hearing.
  - e. Dean of Students Review (Behavioral Complaints):** All complaints alleging a violation of the Standards of Conduct other than or in conjunction with academic integrity will be reviewed by the Dean of Students. The Dean of Students will determine if the complaint should be: dismissed based on insufficient grounds/evidence; referred for an informal response for mutual agreement; referred to another university department (per applicable policy or procedures); referred to an Administrative Hearing; or referred to a Student Conduct Hearing.
  - f. Sexual Misconduct Complaints:** For all reports of sexual misconduct, please see Article VIII.
  - g. Referral to University Departments:** The Office of the Dean of Students may determine the case should be handled—instead of or in addition to the Dean of Students—by another office (e.g., Campus Housing, Center for Student Involvement, Campus Recreation, and UIC Police Department) and will refer the case to the appropriate office for review and action.



#### **D. Notice to the Student**

1. After receiving a complaint, the Executive Director will send the respondent a written notice, a copy of the complaint, and information regarding where to obtain the Student Disciplinary Policy. The notice will include a copy of the Student's Rights and Responsibilities as set forth in Addendum B.
2. The standard and primary method of communication to correspond with students about matters covered by this policy is through university email (netid@uic.edu). Notices may also be delivered via US Postal Service, mailed to a student's address as listed in their official records held by the Office of the Registrar, hand-delivered to the student, or given to the student in the Office of the Dean of Students. The Dean of Students may place a hold on the records of a student who fails to comply with any notice.
3. Students may request a meeting with the Office of the Dean of Students to learn more about the Student Conduct process, the Student Disciplinary Policy, and any information related to the alleged violations.
4. Failure to respond to notices delivered via Article III, Section D2 may constitute a separate violation of this policy. Failure of the respondent to respond to these notices shall in no way prevent the University from scheduling and initiating the Student Conduct process (as outlined in Article III, Section C) in the absence of the respondent.

#### **E. Request for a Delay**

Requests for a delay related to the Student Conduct process will be considered only in extraordinary circumstances.

#### **F. Interim Measures**

1. Interim measures may be put into place at any time after the initial reporting of alleged misconduct for the following reasons (non-exhaustive list):
  - a. To protect the health, welfare, or safety of a student, student organization, or the university community;
  - b. To prevent or address significant disruption to the educational process and/or the normal operations of the University;
  - c. To provide legally mandated interim remedies, such as may be required for the University to comply with Title IX or as ordered by a court; and/or
  - d. If the student cannot be located and/or does not participate in the conduct process.
2. Interim measures for reports of sexual misconduct are known as supportive measures and will be implemented in coordination with the Title IX Coordinator and subject to the limitations set forth in the UIC Sexual Misconduct Policy.
3. If interim measures are necessary, the student(s) or student organization(s) affected by the measures will be provided with a written notice outlining the measures to be implemented. The interim measure notices will be sent to both the complainant and the respondent where appropriate and subject to applicable notice limitations for supportive measures. In addition, the notices will specify the measures that have been put into place and the reason(s) for the action. Interim measures will vary depending upon the facts of each case.
4. Interim measures will not include a termination of the respondent's status as a student, and will not be construed as a finding of responsibility. A student's failure to abide by any or all the interim measures may be considered an additional violation of the Student Disciplinary Policy.
5. Interim measures may include, but are not limited to:
  - a. Change of Campus Housing room assignment or removal/ban from Campus Housing;
  - b. Change of dining/parking/transportation arrangements;
  - c. Restrictions on participation in student organizations and student/university activities;
  - d. Change in work schedules/assignments;
  - e. Alteration of academic schedules;
  - f. Withdrawal from/retake of a class without penalty;
  - g. Limited access to university services;
  - h. Restricted access to university buildings/facilities;
  - i. Campus no-contact directives;
  - j. Imposition of a disciplinary hold.
  - k. Interim Suspension (for sexual misconduct cases, the emergency suspension requirements set forth in paragraph G apply).
6. In addition to the interim measure(s) listed above, in certain circumstances, it may become necessary to impose interim measure(s) for a student organization while a conduct matter is being addressed. They may include, but are not limited to:
  - a. Suspension of All Activities of Student Organization (Cease & Desist): All operations and activities of the student organization must immediately end until further notice. This includes, but is not limited to, new members programs,

social events, representation at University events, chapter meetings, electing new officers and hosting, sponsoring, or cosponsoring any event. The student organization will not be eligible to receive any campus privileges (e.g., reserving space).

## **G. Emergency Suspension**

1. If the Office of the Dean of Students becomes aware of a student whose continued participation within the university community poses an immediate threat to the health or safety of themselves or others, or poses an imminent threat of significant disruption to normal campus operations, the Dean of Students may implement emergency suspension procedures. These procedures are to be utilized only in those extraordinary situations where, in the judgment of the Dean of Students, the prescribed Student Conduct process is not appropriate, or cannot be applied in a timely manner.
2. In the case of alleged sexual misconduct and consistent with applicable federal regulations, an emergency suspension will be considered only when the respondent poses an immediate threat to the physical health or safety of any student or other individual. In the case of an emergency suspension resulting from alleged sexual misconduct students may challenge the action by submitting a written response to the Office of Dean of Students for consideration. Upon receipt of a challenge, a three-person panel will be convened from the members of the Student Conduct Committee to review the challenge and issue a determination.
3. An emergency suspension may include, but is not limited to, the following:
  - a. Restriction from some or all university premises, including Campus Housing;
  - b. Loss of privilege to participate in classes, either in person or electronically/virtually;
  - c. Loss of privilege to participate in some or all university-related activities;
  - d. Registration hold;
  - e. Graduation hold (if student is on the graduation list or scheduled to graduate within the semester of the suspension); and/or
  - f. Notification of suspension to academic program.
4. The student will be notified of the emergency suspension status by official UIC email, telephone, and/or in person. The notification will include an explanation for the imposition of the emergency suspension and outline the restriction(s) imposed on the student during his/her suspension.
5. After the issuance of the emergency suspension notice, the Executive Director will inform all appropriate campus administrative units of the imposition of the emergency suspension. The student will remain absent from the campus until the hearing, and failure to abide by this required absence may result in additional disciplinary action.
6. The Dean of Students will schedule a hearing within five (5) days of the student's receipt of the notice of the emergency suspension, except in the cases of sexual misconduct where a longer period may be required. An additional notification will be sent to the student with a date and time for the Student Conduct Hearing. The Hearing will be conducted as described within this policy (as outlined in Article VII). If the hearing is delayed or rescheduled (Article III, Section E), the suspension will remain in effect until the hearing has been completed.

## **H. Student Organization Complaints**

1. Any person(s) having knowledge of any activity or conduct, which may constitute student organization misconduct (e.g., inappropriate use of spaces, lack of financial stewardship, etc.), should report using the Student Misconduct Incident Report at [go.uic.edu/ConductIR](https://go.uic.edu/ConductIR).
2. Student organization/team members and officers/captains should immediately report any incidents that occur within their student organization to the Office of the Dean of Students, providing a detailed description of the events that have transpired, the names of any individuals involved, and a description of any actions taken by the organization.
3. The determination of whether a case concerns individual or student organization misconduct will be determined on a case-by-case basis by the Dean of Students. Allegations of student organization misconduct may be adjudicated before, at the same time as, or following related cases of alleged individual misconduct.
4. Allegations of organizational misconduct involving sexual misconduct as defined in the UIC Sexual Misconduct Policy, including sexual harassment, sexual assault, domestic violence, stalking, and dating violence will be referred to the Title IX Coordinator for appropriate action.
5. Hazing Allegations and Amnesty
  - a. Any person having knowledge of any activity or conduct, which may constitute hazing, should report it to the Dean of Students using the Hazing Incident Report at [go.uic.edu/HazingIR](https://go.uic.edu/HazingIR) or report directly to University Police.
  - b. Hazing Amnesty: Students who report a hazing complaint in good faith, or victims of hazing who participate in an investigation, will not be charged with other University policy violations that are brought to light in the course of the investigation rising out of, or were committed as a direct result of, the hazing incident(s) under investigation (e.g., students forced to consume alcohol as part of a hazing incident will not be charged with violations of the University's alcohol policy). The University reserves the right to follow up with those students related to those issues as appropriate in a non-disciplinary setting.

## 6. Investigations

- a. Upon receiving a report of alleged student organization misconduct outlined in Article I - Section E2, the Dean of Students may assign the case to an investigator.
- b. The investigation will include, but is not limited to the following:
  1. Make contact (if possible) with the individual(s) bringing forward the allegation(s);
  2. Make contact with the individual(s) alleged to have perpetrated the violations. If the conduct is organizational in nature, the investigator will contact the advisor and president of the organization under investigation;
  3. Conduct interviews with all parties, including victims, student(s) alleged in violating the Standards of Conduct, and any witnesses. Any person believed to have information relevant to an investigation may be contacted for an interview. The investigator may recommend interim measures (as described in Article III – Section F) to the Dean of Students at any point during the investigation;
4. The investigator may require students, or a select group of students (e.g., all new members of an organization) to participate in an investigatory meeting at a pre-determined time and location. Please note: ONLY class schedules will be taken into consideration and addressed accordingly;
5. All electronic devices must be turned off and collected upon arrival at the designated location. A staff member will remain in the waiting room during the duration of the investigation. Students invited to participate in the interview process shall be called individually to another location to meet with the Investigators. After the student meets with the investigator, they will be dismissed and not permitted to re-enter the waiting room.
6. Any individual(s) refusing to cooperate with the investigation process may be referred for disciplinary action through the conduct process for Failure to Comply with University Directives.
7. The investigator will also gather other relevant information or evidence, including documents, photographs, communications between the parties, medical records (subject to the consent of the applicable person) and other electronic records as appropriate.
8. The University strives to work in partnership with the national or international offices of a student organization. To that end, the University may notify the national office of alleged organizational misconduct at any point in the process. Additionally, the University recognizes the right of a national or international office to initiate its own proceedings regarding alleged organizational misconduct. To the degree, the University believes it is appropriate, the University may honor any sanctions imposed by the national or international office of a student organization as additions to any sanctions the University imposed.
9. Investigations are normally concluded, including submission of the investigative report, within 30 days. If additional time is needed, all parties will be notified of the reason for delay and a projected timeline for completion.
10. The investigator will provide a written investigative report, which includes a synopsis of all relevant information, to the Dean of Students. Investigative reports will not include names or identifying information; however, it will provide pseudonyms for all participants.
11. Upon receipt of this report, the Dean of Students will determine if alleged violations of the Standards of Conduct are warranted. If alleged violations are warranted, the Dean of Students Office will charge the individual student(s), the involved student organization(s), and/or the President or other responsible officers of the involved student organization(s) or any other complicit bystanders in accordance with the Standards of Conduct of this Disciplinary Policy.
12. Adjudication shall be conducted pursuant to the Student Disciplinary Policy.

---

## IV. STANDARDS OF CONDUCT

UIC students and Student Organizations are required to abide by the Standards of Conduct outlined in the Student Disciplinary Policy. The University may at any time put into place interim measures or impose disciplinary sanctions for violations of the Standards of Conduct. The Standards of Conduct include, but are not limited to, the following:

**A. Academic Integrity:** As an academic community dedicated to the creation, dissemination, and application of knowledge, the University of Illinois Chicago is committed to fostering an intellectual and ethical environment based on the principles of academic integrity. Academic integrity is essential to the success of the University's educational and research missions, and violations of the Guidelines for Academic Integrity constitute serious offenses within the entire academic community. Students are expected to comply with the UIC Guidelines for Academic Integrity found at [go.uic.edu/AcademicGuidelines](http://go.uic.edu/AcademicGuidelines).

1. Violations of the UIC Guidelines for Academic Integrity include, but are not limited to:

- a. **Cheating:** Either intentionally using or attempting to use unauthorized materials, information, people, or study aids in any academic exercise; providing to, or receiving from another person, any kind of unauthorized assistance on any examination or assignment.

- b. Fabricating Academic Materials:** Unauthorized reproduction, falsification, lack of attribution, or invention of any information or citations in an academic exercise.
  - c. Facilitating Academic Dishonesty/Plagiarism:** Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.
  - d. Offering Bribes, Favors, or Threats:** Bribing, attempting to bribe, promising favors to, or making threats against any person with the intention of affecting a record of a grade or evaluation of academic performance; any conspiracy with another person who then takes, or attempts to take action on behalf of, or at the direction of the student.
  - e. Examination by Proxy:** Taking or attempting to take an exam for someone else is a violation by both the student enrolled in the course and the proxy or substitute.
  - f. Grade Tampering:** Any unauthorized change, attempt to change, or alteration of grades.
  - g. Submitting Non-Original Works:** Any unauthorized submission or attempt to submit any written work, written in whole or in part, by someone other than the student.
2. Other applicable policies, rules, guidelines, or procedures established by the University, college, academic unit, or instructor (e.g., in a course syllabus) related to academic integrity. The following may be considered violations of those standards:
- a. Professional Standards:** Conduct which violates any commonly recognized or generally accepted professional standards (as defined by the student's college) including, but not limited to, unacceptable conduct in clinical, practicums, internships, or off-campus training sites. Note: A representative from the student's college will be invited to any conduct meeting where this violation is alleged to explain the college's professional standards.
  - b. Fabrication of Research:** Manipulating or making up research materials, equipment or processes, or changing or omitting data or results such that the research is not accurately represented in the research record.
  - c. Unauthorized Collaboration:** Working with others without the express permission of the instructor on a submission, whether in draft or final form, to meet course requirements (including a paper, project, take-home exam, computer program, oral presentation, or other work). Unauthorized collaboration also means using any work submitted from a previous semester of a course by another student to meet course requirements. Collaboration between students will be considered unauthorized unless expressly part of the assignment in question, or expressly permitted by the instructor.
  - d. Abuse of Academic Materials:** Destroying, defacing, stealing, or making inaccessible library or other academic resource material.
  - e. Participation in Academically Dishonest Activities:** The University defines participation in academically dishonest activities as any action taken by a student with the intention of gaining an unfair advantage over other students. Examples include, but are not limited to:
    - 1. Misrepresenting oneself or one's circumstances to an instructor;
    - 2. Purchasing a pre-written paper(s) or assignment(s);
    - 3. Selling, loaning, or otherwise distributing materials intended for the purpose of cheating, plagiarism, or other academically dishonest acts;
    - 4. Destroying, altering, stealing, or forging someone else's work, library materials, laboratory materials, academic records, course syllabi, or examination/course grades;
    - 5. Misrepresenting academic documents, including forgery, alteration, or knowing misuse of graded examinations, quizzes, grade lists, or official records of documents, including, but not limited to, medical excuses, transcripts from any institution, letters of recommendation, degree certificates, change of grade slip, examinations, quizzes, or falsifying academic information on one's resume.

## B. Standards of Classroom Behavior

Students are expected to demonstrate behavior in the classroom that is not disruptive to the educational/learning environment. The primary responsibility for managing classroom behavior rests with the faculty. Students who engage in any behavior that results in the disruption of a class may be directed by the faculty member to leave the classroom for the remainder of the class period. A student dismissed from a class may be required to meet with an academic administrator, faculty member, or the Dean of Students before the student is permitted to return to the class. If the disruptive behavior persists, the matter may be referred for processing consistent with this policy. In addition, any behavior that occurs in the classroom that constitutes a violation of the Standards of Conduct may be referred for processing consistent with this policy.

## C. Health and Safety

Students are expected to behave in a manner that promotes the health and safety of the university community. Violations of this standard include, but are not limited to:

- 1. Alcohol:** Possession, use, manufacture, sale, or distribution of alcohol by anyone under the legal age and/or to anyone under the legal age; severe intoxication resulting in concern for a student's well-being or hospitalization; violations of university policy and/or federal, state, or local laws related to alcohol/alcohol products; misuse/abuse



of products containing alcohol; incapacitation and/or inability to exercise care for one's own safety and/or the safety of others due to the consumption of alcohol.

- 2. Controlled Substances (Drugs):** Unlawful and/or unauthorized possession, use, manufacture, sale, or distribution of illegal drugs, controlled substances and/or drug paraphernalia; violations of university policies and/or federal, state, or local laws pertaining to controlled substances; incapacitation and/or inability to exercise care for one's own safety and/or the safety of others due to the consumption/injection/absorption of controlled substances.
- 3. Physical Abuse/Threats/Violent Behavior:** Intentional and unwanted physical contact with another person, or physical behavior and/or threats (expressed or implied) directed to any person (including oneself), that:
  - a. Endangers the safety, physical or mental health, or life of any person, or creates a reasonable fear of such action;
  - b. Substantially interferes with an individual's academic, employment, and/or living conditions/environment, or access to university resources and opportunities; and/or
  - c. Restricts the freedom of movement of another person by use of physical force.
- 4. Harassment:** Unwelcome advances or conduct (e.g., physical, psychological, verbal, written, or digital-based), directed toward one or more individuals that is sufficiently severe or pervasive so as to substantially interfere with a person's academic, work, or living environment/conditions and/or impair a person's equal access to university resources, activities, or opportunities, and/or creates an intimidating, hostile, or offensive environment.
- 5. Bullying/Cyberbullying:** Intentional, repeated, persistent, and/or aggressive behavior (physical, verbal, or written) directed at another person, either in person or through electronic (e.g., email, instant messaging, text messages, blogs, mobile phones, pagers, online games, websites, and social media sites), telephonic or other means, that intentionally or unintentionally causes fear, distress, or harm to another person's body, emotions, self-esteem, or reputation.
- 6. Hazing:** To engage in actions that recklessly or intentionally endanger the health, safety, or to inflict bodily injury on any students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in an organization associated with the University, regardless of the person's willingness to participate. The behavior is considered hazing if it is: (a) Inconsistent with the purpose or protocol of the organization; (b) not sanctioned or authorized by the University; (c) humiliating, degrading, or risks emotional and/or physical harm; and (d) unreasonably interferes with academic or social activities or success. Silent participation or acquiescence in the presence of hazing are not neutral acts; they are violations of this section.
- 7. Violation of Reasonable Expectation of Privacy:** Any actual or attempted unauthorized and/or unlawful acts, including the use of electronic or other devices to (a) make an audio, video, or photographic record, (b) stream an audio/video record, or (c) post photographic images, audio, or video of any person taken in a private location without the prior knowledge and consent of the subject of the images/audio, when such a recording is likely to cause injury, distress, or damage to reputation; and/or surreptitiously viewing an individual(s) in the interior of a private location without that individual's knowledge and consent. Photographs and recordings made in private locations of sexual activity or that contain nudity, without the knowledge and written/recorded consent of all parties identifiable in the photos/recordings, even if the photograph or recording was originally made with the knowledge and consent of those parties. Private locations are settings where a person reasonably expected privacy (e.g., residential living quarters, bathrooms, locker rooms, and personal offices).
- 8. Firearms, Weapons, Explosives, or Dangerous Substances and Devices:** Illegal or unauthorized use, possession, or concealment of weapons on university premises or at university activities. Use or brandishing of any item, even if legally possessed, in a manner that harms, threatens, reasonably causes fear, or otherwise endangers any person (including oneself).
- 9. Emergencies/Fire Safety:** Tampering with, unauthorized activation of, or misuse of emergency or fire safety equipment in any university facility; failure to exit or impeding the orderly evacuation of any facility, property, or building when a fire alarm or other emergency notification has been sounded; intentional setting of fires in any University facility, on any persons, or on the campus without proper authority; intentionally initiating or causing to be initiated any false report, warning, or threat of fire, explosion, terrorism or other emergency.
- 10. Prescription and/or Over-the-Counter Medication:** The use, possession, sale, or distribution of any prescription medication, over-the-counter medication, or any other substance being used in any manner other than its intended purpose, which can cause harm. The use of prescription drugs prescribed by a licensed physician, by the person for whom the prescription is intended, is excluded from this policy.
- 11. Destruction of Personal Property:** Destroying, damaging, defacing, or vandalizing the personal property of another person.
- 12. Public Exposure:** Deliberately and publicly exposing one's intimate body parts, which includes but is not limited to public urination, defecation, mooning, and public sex acts.

#### D. Sexual Misconduct

Students are expected to promote an educational environment that is free from all forms of sexual misconduct as defined

in the UIC Sexual Misconduct Policy. Unwanted or unwelcome conduct of a sexual nature that is committed without valid consent will not be tolerated. Sexual misconduct includes Title IX Sexual Harassment, hostile environment harassment, sexual assault, stalking, dating violence, domestic violence, sexual violence, and sexual exploitation as those terms are defined in the UIC Sexual Misconduct Policy.

#### **E. University Facilities, Resources, or Operations**

Students are expected to use and treat university facilities and resources (a) in a manner consistent with applicable policies, rules, procedures, etc., (b) for their intended use, and (c) without causing damage or harm thereto. Further, students should not unduly interfere with any university operations. Violations of this standard include, but are not limited to:

- 1. Misuse of University Facilities, Property, and Resources:** Unauthorized entry to, presence in, or use of university facilities, property, grounds, services, or resources; unauthorized possession of, receipt of, or use of any university services, equipment, resources, or property, including the University's name, insignia, or seal; intentional or reckless damage or destruction to, defacing or vandalizing of, or tampering with university property or the property of others while on university premises or at official university functions.
- 2. Misuse of University Documents/Materials:** Forgery, alteration, unauthorized use or misuse of any documents, materials or ID cards belonging to the university, a student, or member of the university community; permitting the use of university documents by an unauthorized person; possession, manufacture, sale, or distribution of university materials (e.g., commencement tickets) and identification cards or devices that are false or fraudulent.
- 3. Theft:** Attempted or actual unauthorized taking, misappropriation, possession, retention, or disposal of any property or personal information owned or maintained by the University, any member of the university community, individuals attending a university sponsored event, or any other person; unauthorized taking or use of any university owned or contracted service; attempted or actual theft or burglary; unlawful possession of stolen property; misuse of university funds.
- 4. Computer Misuse/Technology:** Misuse of university computers or other university electronic resources such as computer and electronic communications facilities, networks, systems, and services; misuse of email and internet services (e.g. to harass, threaten, defraud, access the confidential information or stored data of another without authorization); interference with the work of others (including damaging programs or equipment belonging to another) or with the operation of electronic resources; misuse or unauthorized access to a password or account assigned to another person; concealing or misrepresentation of personal identification, account, or device information in network communications; violations of copyright or other laws; use of software or physical devices to enroll an individual (including oneself) in classes by superseding or manipulating the processes specifically delineated by the University Registrar; violation of any university or Academic Computing and Communications Center (ACCC) Policy available at [policies.accc.uic.edu](https://policies.accc.uic.edu).
- 5. Disruption of University Activities:** Disruption, interference, or obstruction of orderly conduct, process, or function of the university or any of its students, university officials, guests, or the surrounding community, or with authorized non-university activities on campus; inciting others to participate in the disruption of university activities.
- 6. Impersonation:** Assuming or acting under the guise of another person's identity or role through deception or without proper authorization; misuse of social media to create false profiles/identification.
- 7. Failure to Comply with University Directive:** Failing to comply with reasonable directives from university officials or emergency personnel acting in the performance of their duties. Such conduct includes failure to provide ID, refusing to dispose of or turn over to University authorities prohibited items, failing to respond, or leaving the scene of an incident.
- 8. Actions That Adversely Affect the University's Community Interest:** Any conduct or action, on or off campus, which causes significant threat or disruption to (a) any educational process or other legitimate function of the university or (b) the health or safety of any member of the academic community.
- 9. Providing False Information:** Withholding or providing false, misleading, or inaccurate information to any university official or office, whether in person, via electronic means, or through official documents and/or records.

#### **F. Student Conduct Process**

Students are expected to fully cooperate and participate in all aspects of the Student Conduct process as described in this policy. Misconduct related to the Student Conduct process includes, but is not limited to: failure or refusal to appear upon request or to cooperate in the investigation, hearing, or administration of cases of alleged misconduct; falsification or misrepresentation of information in the investigation, hearing, or administration of the Student Conduct process; any action that does or attempts to retaliate against, intimidate, threaten, coerce, or improperly influence any member of the university community for reporting alleged violations or participating in any conduct proceedings; unauthorized release or disclosure of information related to a Student Conduct proceeding; failure to comply with the sanctions, interim measures, or outcomes imposed for violations of the Standards of Conduct.

## G. Shared Responsibility for Violations

As a member of the university community, students must be accountable for their actions, the actions of others when the student shares any involvement, and the actions of the guest(s) they allow access to the university community. Violations of shared responsibility include, but are not limited to: acting in concert to violate university policies or regulations; knowingly assisting, hiring, condoning, encouraging, or requiring an individual(s) to violate university policies or regulations and/or perpetuating or failing to report a violation; allowing, condoning, permitting, or providing opportunity for a guest to violate university policies or regulations.

## H. University Rules, Policies, and Procedures

Students and Student Organizations are expected to comply with all rules, policies, and procedures of the University of Illinois and the University of Illinois Chicago.

## I. Local, State or Federal Law, or Board of Trustees' Action

Students are expected to comply with all applicable local, state, and federal laws, regulations, rules, directives, and procedures and with any and all actions of the Board of Trustees of the University of Illinois.

## J. Violations of Student Organization Misconduct

Violations of this standard include, but are not limited to the following:

- 1. Appropriate Use of Space:** Using property/space in a way other than previously approved; reserving and using property/space for another organization without prior approval; violating the standards and policies of the particular space.
- 2. Financial Stewardship:** Student Organizations may not use or account for student organization funds in violation of university financial and accounting procedures. Violations include but are not limited to:
  - a. Breaching contractual obligations.
  - b. Using student organization funds for purposes not authorized by the student organization and/or not in accordance with these Standards of Conduct and University Policy.
  - c. Failing to provide accounting of all contribution and reporting said contribution to the proper University unit.
- 3. Misconduct Involving Other Student Organizations:** Student Organizations are expected to respect the rights and privileges of other organizations and their members. Violations of this standard include but are not limited to:
  - a. Knowingly participating in or co-sponsoring an event with a fellow student organization when the student organization is currently on disciplinary probation with restrictive conditions or has been suspended or dismissed.
  - b. Misconduct directed at another organization and their members that is directly or indirectly related to organization affiliation
- 4. Health and Safety:** Student Organizations may not foster, promote, or participate in activities that threaten the safety or well-being of their members, other people, or animals.
- 5. Violation of Internal and/or Student Governance Policies:** Conduct which violates any internal organizational policy (i.e., Constitution and bylaws), their respective governance organization and/or policies established by the Center for Student Involvement (CSI), Campus Recreation, Fraternity and Sorority Life (FSL), or an academic college/department/unit.

---

# V. SANCTIONS

## A. Sanctioning Guidelines

Sanctions are designed to promote the University's educational mission and safety of the university community, and to deter students from behavior that violates the Standards of Conduct. Some behavior may be so harmful or disruptive to the university community or to the educational process that it may require more severe sanctions. More than one sanction may be imposed in any one case. The following factors are generally considered when determining sanctions for a particular case:

1. The nature of the violation(s);
2. Prior findings of responsibility and sanction(s);
3. Mitigating circumstances surrounding the violation;
4. The student's motivation(s) for engaging in the behavior;
5. Impact of the behavior;
6. Sanctions which have been imposed in similar cases in the past;

7. The developmental and educational impact on the student; and
8. The overall impact on the university community.

## **B. Disciplinary Holds**

A disciplinary hold is an administrative notation on a student's academic record that prevents the student from registering for classes, dropping, or adding courses, applying for graduation, and/or obtaining an official transcript. The Office of the Dean of Students reserves the right to place disciplinary holds throughout the student conduct process, including while conduct proceedings are pending. For example, a disciplinary hold may be issued when a student has failed to complete a sanction by the deadline, failed to attend a meeting with the Office of the Dean of Students, or was not currently enrolled when the alleged violation was reported. Any student Disciplinary holds are also placed when a student is suspended, dismissed, or expelled from the University. A disciplinary hold prohibits a student from registering for classes on any of the University of Illinois System campuses (Urbana-Champaign, Chicago, and Springfield) until the suspension or dismissal period is over and all sanctions have been completed. Any disciplinary hold issued within the University of Illinois System (Urbana-Champaign, Chicago, and Springfield) may only be removed by the issuing institution. Once imposed, a disciplinary hold will not be removed until the student has completed all outstanding sanctions and/or resolved any pending disciplinary matters and will not be lifted in order to allow a student to register for classes.

## **C. Sanctions**

### **1. Administrative Sanctions**

#### **a. Warning**

A written warning is official notice to the student that his/her behavior has violated the Standards of Conduct of the University of Illinois Chicago and that further misconduct could result in additional disciplinary action.

#### **b. No-Contact Directive**

A no-contact directive may be issued on an interim or permanent basis prior to and/or after a hearing if it is believed necessary to protect the safety of a person and/or preserve a safe environment. A no-contact directive prohibits contact with a specific individual or individuals through use of ANY means, including, but not limited to, direct or indirect (e.g., by having others act on his/her behalf) contact via verbal, physical (e.g., gestures or on paper), or electronic (e.g., email or social networking sites) means.

#### **c. Restitution**

Restitution requires a respondent to pay for (1) damages caused to people or property, (2) reimbursement of misappropriated university funds, or (3) reimbursement of other expenses incurred as a result of violations of the Standards of Conduct. Proof of full payment shall be required to clear the student's disciplinary record and failure to make payment may result in further disciplinary action.

#### **d. Loss of Privileges**

Loss of any or all privileges as a student for a prescribed period of time including, but not limited to: access to university premises or resources; eligibility for or continued participation in student leadership positions (elected or appointed), an athletic team, student organization, or club sports; student identification card privileges; and/or eligibility to enroll in a class or classes.

#### **e. Restriction or Loss of Computing Privileges**

Temporary or permanent restrictions placed on the use of university computing resources may include a prohibition on access to, or limitations on use of, computing facilities, equipment, or resources.

#### **f. University Probation**

University Probation is for a designated period of time during which the student is required to show appropriate changes in attitude and behavior. The student must demonstrate capacity of functioning in a way that does not violate the University's Standards of Conduct. Specific restrictions and conditions may be imposed as a part of this probationary status. A student on university probation is not in good standing with the university. Good standing, at a minimum, is a requirement for eligibility to represent the university, to serve on a university committee, to participate in student organizations, and for recognition by the university including any office or leadership position held in a student organization, among other things. A violation of the terms of university probation, or subsequent misconduct, is grounds for further disciplinary action, including suspension, dismissal, or expulsion. If all terms of the probation have been met, the probation status will be lifted at the conclusion of the designated period of time. University probation will be noted on the student's transcript during the period of probation.

### **2. Developmental Sanctions**

#### **a. Community Service Hours**

Community services hours must be completed (1) at a non-profit organization, (2) under the supervision of an employee or volunteer coordinator who is not a relative of the student, and (3) without payment or other compensation for the work performed. Community service hours may not count towards service-learning hours or other community service required by another program, scholarship, or organization. Students must obtain prior written approval for their intended service.



**b. Educational Experience or Project**

Educational experiences or projects include any activity or project that provides space for students to reflect upon their conduct, identify harm to self or to the community, and/or educate other students about the University's Standards of Conduct. Students must provide written verification of their completion of the experience/project and must schedule a meeting with the Dean of Students to discuss their experience/project.

**c. Recommendations for Assistance**

A recommendation may be made for the student to seek assistance from various resources (e.g., counseling services). Contact with these resources is voluntary. Communication with resources that provide confidential services will be made with the student's consent.

**3. Academic Sanctions**

**a. Class Removal or Reassignment**

A sanction that removes a student from a class or requires a student to move into a different class or section.

**b. Grade Modification (either for specific assignment/test or for the course)**

A recommendation to the instructor for the assignment of a failing grade or modified grade for a course, assignment, paper, or examination following a finding the student violated the academic policies as described in this Policy. No grade will be modified without the consent of the instructor. The student may also be required to redo the original assignment or paper, and/or retake the examination only with the consent of the instructor.

**c. Class Reinstatement**

When a student has been found responsible for academic misconduct, the University reserves the right to reinstate a student into the class in which the alleged misconduct occurred, if the student was previously allowed to withdraw in order to impose a grade adjustment or modification.

**4. Elevated Sanctions**

**a. Withholding Degree**

University of Illinois Chicago (UIC) may withhold awarding a degree otherwise earned until the completion of the Student Conduct process as set forth in the Student Disciplinary Policy, including the completion of all sanctions imposed, if any.

**b. Revocation of Admission**

Admission to the University of Illinois Chicago (UIC) may be revoked for fraud, misrepresentation, or other violations of UIC Standards of Conduct in obtaining admission to UIC. If admission is revoked, all credits earned by the student at UIC will also be revoked and the student will not be entitled to a refund of any tuition, fees, or other costs associated with attendance.

**c. Suspension**

Suspension means the temporary exclusion from the University of Illinois system (Urbana-Champaign, Chicago, and Springfield) for a specified period of time, after which the student is eligible to return to the University. The student is not in good standing with the University during the term of the suspension. Suspension includes (a) both a withdrawal from all classes and a prohibition on registration and/or enrollment in classes until the end of the suspension period; (b) removal/exclusion from the residence halls; and (c) revocation of all student privileges and rights related to access to and participation in university facilities (subject to arrest for trespassing and a charge of failure to comply), resources, activities, employment, and events (including graduation privileges). A student may be required to fulfill one or more conditions during the period of suspension in order to qualify for readmission. The student has the right to re-enter the University or have their privileges reinstated after the specified time only if the student provides the required verification that the conditions of suspension, if any, have been met. A disciplinary hold will be placed on the student's academic record during the designated period of time of the suspension and will not be removed, for any reason, until said time. A student who is suspended from the University is nonetheless responsible for all financial obligations to the University the student incurred. There will be a temporary notation on the student's transcript during the period of suspension.

**d. Dismissal**

Dismissal means the exclusion from the University of Illinois system (Urbana-Champaign, Chicago, and Springfield) for a specified period of time, after which the student must reapply to be considered for admission. Readmission is not automatic or guaranteed. The student is not in good standing with the University during the term of the dismissal. Each case shall be reviewed by the appropriate college with full knowledge of the disciplinary dismissal. A disciplinary hold will be placed on the student's academic record during the designated period of time of the dismissal and will not be removed, for any reason, until said time. Dismissal includes (a) both a withdrawal from all classes and a prohibition on registration/enrollment in classes, (b) removal from the residence halls; and (c) revocation of all student privileges and rights related to access to and participation in university facilities (subject to arrest for trespassing and a charge of failure to comply), resources, activities, employment, and events including graduation privileges. A student may also be required to fulfill one or more conditions prior to becoming eligible for readmission. A student who is dismissed is nonetheless responsible for all financial obligations to the University the student incurred. There will be a permanent notation of dismissal on the student's transcript.

#### **e. Expulsion**

Expulsion is the permanent exclusion from the University of Illinois system (Urbana- Champaign, Chicago, and Springfield) and immediate termination of all rights and privileges associated with student status with no opportunity for re-application or read mission. A student who is expelled from the University is nonetheless responsible for all financial obligations to the University he/ she incurred. This action may include, in consultation with representatives of the colleges, the cancellation of graduation privileges and the withdrawal of or refusal to award diplomas. There will be a permanent notation of expulsion on the student's transcript.

### **5. Campus Housing Sanctions**

#### **a. Residence Hall Probation**

Residence Hall probation is a formal notice to the student that his/her behavior is unacceptable in the residence halls and continued misconduct could result in further disciplinary action. Residence Hall probation covers a specified period and includes stated requirements.

#### **b. Residence Hall Reassignment**

The student is moved to another room assignment within the residence hall system.

#### **c. Residence Hall Contract Suspension**

Separation of the student from university housing or affiliated housing for a period of time. Conditions for read mission may be specified.

#### **d. Residence Hall Expulsion/Contract Termination**

Permanent separation of the student from university housing or affiliated housing.

### **6. Student Organizations Sanctions**

#### **a. Fines**

Fines may be imposed on Student Organizations and are intended to dissuade students from future misconduct. Money collected from fines is used to fund services and programs for students.

#### **b. Organizational Probation**

A status, imposed for a specific period of time, during which full or partial limitations/ restrictions are placed on the Student Organization and/or its members from exercising any rights and privileges afforded to them as a Student Organization. The organization may not, during the probationary period, create an alternate organizational identity that can be used to operate as the sanctioned organization under the guise of another identity. The purpose of organizational probation is to allow students to reflect on creating and sustaining socially responsible environments and behaviors and to demonstrate their ability to abide by community standards and expectations. The parameters of organizational probation may vary depending on the circumstances and will be specified in writing. Organizations will be evaluated at the conclusion of their probation time period by the Center for Student Involvement and the Office of the Dean of Students to determine if the organization has met all requirements of the probation and are prepared to return to the UIC community.

#### **c. Suspension of University Registration**

Suspension means the temporary severance of the organization's relationship with the University for a specific period of time. During this time, full or partial limitations/restrictions are placed on the student organization and/or its members from exercising any rights and privileges afforded to them as a Student Organization. The organization may not, during the period of suspension, create an alternate organizational identity that can be used to operate as the sanctioned organization under the guise of another identity. Organizations will be evaluated at the conclusion of their suspension time period by the Center for Student Involvement and the Office of the Dean of Students to determine if the organization has met all requirements of the suspension and is prepared to return to the UIC community.

#### **d. Revocation of University Registration**

Permanent severance of the organization's relationship with the University and all services, resources, or access associated with that relationship. An official notice to the organization's regional or national office for the revocation of a student organization's charter at the University of Illinois Chicago will also take place. The duplication of the original organization's goals, purpose, activities, or services are not allowed.

### **D. Submission of Sanctions**

If a student receives a sanction that requires follow up by DOS, then all documents and/or relevant materials should be submitted at [go.uic.edu/SanctionSubmission](http://go.uic.edu/SanctionSubmission).

### **E. Transcript Notations**

When, as a result of a violation of the Student Disciplinary Policy, a student is placed on University Probation or Suspension, the University Probation or Suspension sanction may be notated on the academic transcript for the duration of the probation or suspension period. When a sanction of Dismissal or Expulsion is imposed, the Dismissal or Expulsion sanction will remain as a permanent posting on the academic transcript.

---

## VI. RESOLUTION METHODS

### A. Academic Liaison Process

The Academic Liaison Process provides support to faculty in handling violations of academic integrity. The Academic Liaison Process allows faculty an opportunity to resolve the matter prior to a complaint being referred to the Referral Committee as outlined in the Student Disciplinary Policy. A faculty complainant or college representative for a faculty member may request resolution through the Academic Liaison Process, though this is not required. The Academic Liaison Process can be utilized only for violations of the Standards of Conduct for Academic Integrity (Article IV, Sections A & B).

- 1. Initial Contact:** A faculty member/complainant or college administrative representative contacts the Office of the Dean of Students to initiate the Academic Liaison Process.
- 2. Meeting with Complainant and Development of Preliminary Resolution:** The Academic Liaison speaks to the faculty member or college representative either in person, by telephone, or via video conferencing and explains the various options within the Student Disciplinary Policy. If the faculty member or college representative wishes to continue with the Academic Liaison Process, the Liaison will ask the faculty member to provide a proposed preliminary resolution if the student admits responsibility. The resolution proposed by the faculty member may include, but is not limited to: a failing grade for the course in which the student is enrolled; a failing grade for the assignment in which the faculty member believes academic dishonesty took place; a letter of reprimand issued to the student; participating in an Academic Integrity webinar; and/or repeating the assignment in question. All proposed resolutions by faculty members must be within their scope of authority.
- 3. Student Notice:** The Academic Liaison will send a notice to the student via official UIC email outlining the Academic Liaison process, the preliminary resolution proposed by the faculty member, and a copy of the complaint. The student will also be presented with the option to accept or reject the preliminary resolution proposed. The Academic Liaison is available for an optional meeting with the student in person, by telephone, or via videoconferencing prior to the student's response submission. Instructions on how to request a meeting with the Academic Liaison will be included in the initial correspondence to the student.
- 4. Student Response:** The student must respond to the proposed resolution within (5) days of the student's receipt of the notification. The options available to the student are:
  - a. Accept the Resolution:** If the student chooses to accept the faculty member's preliminary resolution, a waiver of further review of the case is signed by the student. The case is then considered closed, and the results of the process are reported to the faculty member, Senate Committee, Dean of Students, Dean of the Student's college, and the referral representative.
  - b. Reject the Resolution:** If the student does not accept the faculty member's preliminary resolution, a statement is signed by the student indicating the student's understanding of the various options afforded under the Student Disciplinary Policy and the consequences of choosing not to accept the proposed resolution. This decision is communicated to the complainant/faculty member by the Office of the Dean of Students. The complainant/faculty member will determine the appropriate next steps to resolve the matter. The complainant may refer the case for formal disciplinary action. Failure of the student to either accept or reject the proposed resolution within five (5) days of notification will constitute an automatic rejection.
- 5. Failure to Respond to Notice:** In the event the student fails to respond to the Academic Liaison's notice within five (5) days or to provide a reasonable explanation as to why the student cannot participate in the Academic Liaison Process, the Academic Liaison will notify the complainant/faculty member of the student's non-compliance with the process. The complainant/faculty member can determine appropriate next steps for resolution of the matter.
- 6. Subsequent Violations:** The Academic Liaison Process may be utilized only for the first alleged violation of the Standards of Conduct against a student. Any subsequent alleged violations submitted as a formal complaint made against the same student may be forwarded to the Referral Committee or to a Student Conduct Hearing at the sole discretion of the Dean of Students.

### B. Mutual Agreement Process

When the Dean of Students receives a complaint and/or an investigative report that alleges that a Respondent may have violated relatively minor infractions of the Standards of Conduct, the Dean of Students can engage in the mutual agreement process. The mutual agreement process will consist of the following:

- 1. Respondent Notice:** Respondents are presented with a notice from the Dean of Students that provides a copy of the complaint and/or investigative report. In addition, alleged violations of the Standards of Conduct will also be included. Within this notice, the responsibility will be presented with the option to accept or reject responsibility for the alleged violations. The notice will include a URL link to access a form where the respondent will select their decision to the Dean of Students.
- 2. Respondents' Response:** The respondent must respond back to the Dean of Students within five (5) days of the respondent's receipt of the notification. The options available are:

- a. **Accept Responsibility:** If the respondent chooses to accept responsibility for the alleged violation(s), the respondent waives the right to a hearing, waives any appeal rights, and admits responsibility for violating ALL of the specified Standards of Conduct regulations. The respondent will have the opportunity to provide additional information and/or upload supporting documents that they would like to be considered as a part of the sanctioning process. The respondent and complainant(s) may propose sanction recommendations that are reasonable and in accordance with this policy. The Dean of Students will review the submission and provide the respondent with a formal notice of sanctions within seven (7) days of receiving the respondent's decision submission. Upon completion of the sanctions, the matter will be considered closed.
  - b. **Rejects Responsibility:** If the respondent chooses to reject responsibility for the alleged violation(s), the mutual agreement process will be closed, and the matter will be formally referred to a hearing for resolution.
3. Failure of the respondent to either accept or reject responsibility of alleged violation(s) within five (5) days of notification will constitute an automatic acceptance.
  4. A mutual agreement process cannot be offered to a respondent who has previously been found responsible for similar behaviors.
  5. Final resolution of the mutual agreement process must meet the following criteria:
    - a. The Dean of Students and the respondent must agree that mutual agreement process is a reasonable option given the circumstances;
    - b. The respondent must accept responsibility for the violation(s) of the specified Standard of Conduct regulation(s);
    - c. The complainant will be notified of the respondent's decision and will be invited to propose sanction recommendations to the Dean of Students that are reasonable and in accordance with this policy.

### C. Student Conduct Hearings

Student conduct hearings are non-adversarial, fact-finding proceedings that occur to address alleged violations of the Standards of Conduct. It is the responsibility of the Hearing Committee/Hearing Chair to ask all relevant questions (except in the case of complaints involving Title IX sexual harassment), determine the admissibility and relevance of all materials, establish reasonable guidelines for the presentation of information, render decisions based on the materials and information provided, and impose sanctions where appropriate. The hearing process provides the complainant and/or respondent with an opportunity to:

- Review the available case information;
  - Share their perspectives on what happened, including presenting witnesses' relevant evidence; and/or
  - Describe the effects the incident has had on the student and others, both negative (harm caused) and positive (lessons learned).
1. **Notice:** Complainants and respondents will be provided written notice of the hearing date, time, location, and purpose of the hearing prior to the hearing date. The notice will include a description of the procedures to be followed at the hearing. The respondent and complainant both have the opportunity to provide written statements about the incident prior to the hearing but must provide the information by the stated deadline(s).
  2. **Objectives:** The hearing shall have the following objectives:
    - a. Inform the parties and committee members of the charges;
    - b. Give the student(s) involved an opportunity to present their respective positions and to respond to the charges;
    - c. Consider evidence, testimony, and credibility of the students and witnesses;
    - d. Determine, using a preponderance of the evidence standard, if respondent is responsible for any or all of the alleged violations of the Standards of Conduct;
    - e. Consider and impose appropriate sanctions.

### D. Administrative Hearings

An administrative hearing is a conduct proceeding conducted by a member of the staff in the Office of the Dean of Students to hear cases involving minor infractions. Administrative hearings are conducted for complaints that are likely to result in the following outcomes (if the respondent was found responsible for violating the Standards of Conduct): Administrative Sanctions, Developmental Sanctions, Academic Sanctions, Campus Housing Sanctions (A & B), and Student Organization Sanctions (A & B).

1. The Dean of Students will arrange an administrative hearing with the student. During the administrative hearing, the alleged violations will be reviewed, the student will have an opportunity to respond to the alleged violations of the Standards of Conduct, an explanation of the possible outcomes/sanctions will be discussed, and the student will be notified that future misconduct could result in more serious disciplinary actions. Within a reasonable period of time, not to exceed five (5) days after the hearing, a written notification will be sent to the student containing the outcome of the hearing.
2. If the respondent chooses not to meet with the administrative hearing officer by the given deadline, the hearing



officer may proceed with the determination of responsibility and any sanctions (limited to those described above). Depending on the nature of the case, the hearing officer may instead place a hold on the student's record, preventing registration until the student has met with the administrative hearing officer.

---

## VII. HEARING GUIDELINES AND INFORMATION

### A. Hearing Guidelines

These hearing guidelines and information apply to all Student Conduct hearings unless otherwise noted. Additional guidelines applicable to Student Conduct hearings for sexual misconduct are included in Article VIII.

- 1. Confidentiality:** Student Conduct Records are maintained in accordance with the UIC Student Records Policy, as well as applicable Federal and State laws. Student Conduct Records may be shared with university officials on a need-to know-basis. Please review Article XII for additional information on Student Conduct Record retention.
- 2. Incidents Involving Multiple Students:** When more than one student is involved in the same incident, the Dean of Students will determine the appropriate approach to resolution, balancing students' privacy rights with the institutional resources available to provide a timely and fair resolution. If a decision is made to combine the hearings of all the students involved in an incident, all participating parties (complainants and respondents) will be present for the reading of the charges, opening remarks, complainant's presentation of evidence and witness testimony, and closing statements. However, at the time the individual respondent presents his/her case, the other respondent(s) and his/her advisor(s) or legal counsel and witnesses may be excluded from the proceedings unless otherwise agreed upon by the respondent(s) and the committee.
- 3. Notification of Hearing Outcome:** Within five (5) days of the conclusion of the hearing, a written decision will be issued to the respondent and all appropriate parties.
- 4. Participants in Hearing:** All hearings are closed except for the following individuals: administrative hearing officer or members of the Student Conduct Committee, the complainant(s), the respondent(s), advisors/legal counsel, witnesses, and the Executive Director.
  - a. Support Person/Advocate:** The respondent and the complainant have the right to have one support person/advocate (as defined herein) present during the hearing. The role of the support person/advocate will be restricted to advising the respective parties.
  - b. Witnesses:** A witness is someone who directly observed an incident or has direct or indirect knowledge related to an incident. Witnesses should be able to speak knowledgeably about the incident and be able to provide relevant facts to the Office of the Dean of Students. Reliable witnesses are critical to the integrity and effectiveness of the Student Conduct process. Except in the case of Title IX sexual harassment complaints, Witnesses cannot participate solely to speak about an individual's character. The respondent, the complainant, and/or the Office of the Dean of Students may request relevant witnesses to participate in the Student Conduct process. The Office of the Dean of Students may request a written statement from the witness and/or a meeting with the witness prior to the hearing. All witness statements are submitted through [go.uic.edu/WitnessForm](http://go.uic.edu/WitnessForm).
  - c. Student Organization Representative:** The individual, or individuals (no more than three), selected by the Student Organization to speak on the Organization's behalf. The Organization Representative may be, but is not required to be a member of the Organization's leadership structure (e.g., President, Vice President, Team Captain, etc.).
- 5. Personal Safety Consideration:** The Dean of Students will accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the respondent, complainant, victim/survivor, or any witnesses during the hearing by taking appropriate and reasonable measures. In situations where reasonable fear for physical safety and/or retaliation exists, the Hearing Chair reserves the right to adjust the hearing format, including having police present and/or using technology to allow parties to participate in a manner that addresses the concerns while allowing the process to move forward.
- 6. Quorum:** For a Student Conduct Hearing, a quorum consists of four voting members of the Student Conduct Committee. For a Student Conduct Hearing related to allegations of sexual misconduct, a quorum consists of four voting members of the Sexual Misconduct Committee, who have received specialized training in Sexual Misconduct. For an Administrative Hearing, the Dean of Students hears the case and determines the outcome.
- 7. Record of Hearing:** For a Student Conduct Hearing, the Executive Director will maintain a record of the hearing which may be in the form of a written summary or transcript of the proceedings or an audio recording. The record of the hearing will be made available to the complainant and/or respondent upon written request. Such record will be in the same format it is maintained. If either party seeks a copy of the record, it will be provided at no cost for

the first copy. However, the initial request must be received within ten (10) days of the conclusion of the hearing. Subsequent requests for copies of the hearing record will be assessed a fee equal to the actual cost of duplication and the fee must be received before the requested copy will be released. Administrative Hearings are not recorded.

- 8. Remote Participation:** Any party, including the respondent, complainant, or any witness, may participate in a hearing remotely by way of telephone, videoconferencing, or other appropriate means provided the identity of the person participating remotely is known to all parties and all other guidelines and procedures described in this Student Disciplinary Policy are followed.
- 9. Reasonable Accommodations:** UIC is committed to creating a learning environment and academic community that promotes educational opportunities for all individuals, including those with disabilities. Students should contact the UIC Disability Resource Center to submit requests for accommodations related to proceedings under this Policy. The requests should be made in a timely manner prior to the proceedings in order to arrange for reasonable accommodations.
- 10. Testimony and Evidence:** The hearing committee/hearing officers will make determinations based on all available information and materials. Failure of the respondent to be present or participate in the proceedings will not be construed as an admission of responsibility. Likewise, failure of the complainant to participate in the proceedings will not be construed as evidence that favors the respondent.
- 11. Timeliness of Conduct Process:** The University strives to complete the Student Conduct process, including the time for any hearings or appeal processes, within sixty (60) days. There are, however, many factors that may affect the length of time needed to complete various portions of the resolution process fairly and equitably. Consequently, some matters will be resolved before the designated time frames, and some may require additional time.
- 12. Standard of Proof:** A preponderance of the evidence, or “more likely than not”, standard is the official evidence standard of the Student Disciplinary Policy. In this context, the respondent will be found to be responsible for the alleged violations if the hearing officer/hearing committee concludes that it is more likely than not that, based on a careful review of all information presented, the respondent is responsible for the alleged acts/behavior and these acts/behaviors constitute a violation of the Standards of Conduct.
- 13. Hearings in Absentia:** If a student does not attend the hearing, the case may proceed to disposition without the student’s participation.

---

## VIII. SEXUAL MISCONDUCT INVESTIGATION AND HEARING GUIDELINES

In accordance with federal guidelines, UIC will conduct hearings to address complaints of sexual misconduct following the procedures outlined in this section of the Policy. Sexual misconduct includes Title IX sexual harassment, hostile environment harassment, sexual assault, dating violence, domestic violence, stalking, sexual violence, and sexual exploitation. For more information, please consult the [UIC Sexual Misconduct Policy](#).

### A. Sexual Misconduct Complaints

#### 1. Filing Complaints of Sexual Misconduct

Complaints filed with the Dean of Students involving allegations of sexual misconduct are referred to the Title IX Coordinator in the Office of Access and Equity. The Dean of Students or Title IX Coordinator may implement supportive measures prior to, during, and/or upon the completion of the sexual misconduct investigation.

#### 2. Formal Complaint

A formal complaint of sexual misconduct may be signed by a complainant or by the Title IX Coordinator.

### B. Initial Title IX Coordinator Actions

When the Title IX Coordinator receives a report of sexual misconduct, whether the alleged offense occurred on or off campus, the reporter, and/or complainant will be provided with a written outreach including:

1. Rights and options related to reporting the incident and requesting and receiving assistance from the University, law enforcement, confidential resources, and/or other providers
2. Summary of the University’s complaint resolution procedures, including the grievance process for formal complaints of Title IX sexual harassment
3. Availability of supportive measures, including interim safety measures, academic measures, and counseling services, with or without the filing of a formal complaint
4. Inquiry regarding the complainant’s wishes with respect to supportive measures
5. Information about the individual’s rights to privacy and confidentiality
6. List of support services and resources at UIC and within the community

## **C. Sexual Misconduct Investigations**

A Sexual Misconduct Investigation is conducted by Investigator(s) in the Office of Access and Equity as designated by the Title IX Coordinator. For more information about Sexual Misconduct Investigations, please see the UIC Sexual Misconduct Policy. Students retain the right to supportive measures at any time during the investigation or hearing process. Processing a report or complaint of sexual misconduct does not preclude processing some or all allegations of a report or complaint under other policies and procedures, to the extent allowed by Title IX and other laws and applicable policies.

## **D. Types of Hearings for Sexual Misconduct Complaints**

Once the investigation is completed and unless the complaint is dismissed, the Office of Access and Equity refers the complaints to the Dean of Students for adjudication in accordance with this Policy.

1. If the Office for Access and Equity determines that the complaint alleges Title IX sexual harassment, the Dean of Students will use the Title IX Sexual Harassment Hearing process to adjudicate the complaint.
2. If the Office for Access and Equity determines that the complaint does not allege a violation meeting the definition of Title IX sexual harassment but otherwise alleges violations of the Student Disciplinary Policy, the Dean of Students will use the Student Conduct Hearing process to adjudicate the complaint.

## **E. Hearing Guidelines and Information**

Title IX Sexual Harassment Hearings follow the hearing guidelines described in the Student Disciplinary Policy Article VII. In addition, the following guidelines and information are applicable for sexual misconduct cases:

### **1. Pending Legal Proceedings**

- a. Complainants may initiate and participate in criminal and/or civil proceedings in connection with a Sexual Misconduct report alone or in conjunction with a Title IX investigation and/or the Student Conduct process. The University will fulfill its legal and ethical obligation to take immediate and appropriate action to investigate possible Sexual Misconduct, even if there are other external processes or procedures pending in connection with that same Sexual Misconduct report.
- b. The standards for criminal investigations differ from the standards for a violation of the Standards of Conduct established in the Student Disciplinary Policy and, therefore, the University will not limit its actions based solely on law enforcement reports and criminal/civil proceedings. Accordingly, the University will not normally wait for the conclusion of a criminal investigation or other proceedings before implementing its review of reported Sexual Misconduct and taking appropriate action.

### **2. Protection from Retaliation**

Retaliation for participation in the Sexual Misconduct process is prohibited by University policy. The University will take appropriate steps to address allegations of retaliation for reporting Sexual Misconduct or participating in the investigation or adjudication of reported Sexual Misconduct. Anyone who believes they are experiencing retaliation is strongly encouraged to report the concern to the Office of the Dean of Students. A report of retaliation will be reviewed as a separate violation under the Student Disciplinary Policy. A respondent can be found responsible for retaliation even if not found to be responsible for the reported Sexual Misconduct.

### **3. Timeliness of Process**

There are many factors that affect the length of time needed to complete various portions of the resolution process fairly and equitably. Once the Title IX investigation is complete, the Dean of Students will move to schedule a hearing as soon as all parties are available to participate but not sooner than ten (10) days from the date the parties and their advisors, if any, receive the Title IX misconduct investigation or sexual misconduct investigation evidence.

### **4. Request for Delays**

Requests for delays will typically not be granted in cases which may involve a complaint of sexual misconduct.

### **5. Notice**

Complainants and respondents will be provided written notice of the hearing date, time, location, participants, and purpose of the hearing prior to the hearing date. The notice will include a description of the procedures to be followed at the hearing. The respondent and complainant both have the opportunity to provide written statements about the incident prior to the hearing but must provide the information by the stated deadline(s).

### **6. Amnesty Provision for Alcohol/Drug**

To encourage reporting, the University will not pursue disciplinary actions for alcohol/drug violations against a student making a good faith report of Sexual Misconduct. The University may utilize educational responses as appropriate through the Office of the Dean of Students.

### **7. Advisors for Title IX Sexual Harassment Hearings**

Prior to the Title IX Sexual Harassment hearing, the Complainant and Respondent must each choose an advisor to accompany them to the hearing and notify the university of who their advisor will be. If a complainant or respondent does not have an advisor for the hearing, the University will provide an advisor without fee or charge. Each party's advisor will be responsible for conducting cross-examination on behalf of the party. It is recommended

that the Complainant and Respondent obtain and engage with an advisor throughout the Sexual Misconduct investigatory process.

#### **8. Support Person/Advocate for Title IX Sexual Harassment Hearings**

The Respondent and Complainant are allowed to bring a support person as described in Section VII, Part A, Subsection 4.

#### **9. Consideration of Evidence**

- a. The Student Conduct Committee cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the hearing or refusal to answer cross-examination or other questions. The Student Conduct Committee will consider all relevant evidence presented at the Title IX Sexual Harassment Hearing. The Hearing Chair makes relevancy determinations regarding offered evidence.
- b. The Student Conduct Committee will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

### **F. Title IX Sexual Harassment Hearing Procedures**

Title IX Sexual Harassment Hearings will follow the Student Conduct Hearing procedures described in Article IX, Section B, as supplemented or amended by the following information and procedures:

#### **1. Student Conduct Hearing Arrangements**

- a. At the request of either party, the Student Conduct Hearing will be conducted with the parties located in separate rooms, with technology enabling the Student Conduct Committee and the parties to simultaneously see and hear the party or the witness answering questions.
- b. Student Conduct Hearings may be conducted with all parties physically present in the same geographic location or, at UIC's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually, with technology enabling participants simultaneously to see and hear each other.

#### **2. Presentation of Evidence**

During the presentation of the evidence segment of the student conduct hearing, the Title IX Coordinator or designee will present a summary of the investigation. The complainant and respondent (or their respective advisers in complaints involving Title IX sexual harassment), and Student Conduct Committee members will have an opportunity to ask questions, through the Chair of the Student Conduct Hearing Committee or directly when required by law, related to the investigation. The Title IX Coordinator or designee remains for the duration of the hearing in order to allow all parties an opportunity to ask questions.

#### **3. Cross Examination for Title IX Sexual Harassment Hearings**

Following the presentation of evidence by complainant and complainant's witnesses, the hearing chair will permit Respondent's advisor to ask complainant and any witnesses all relevant questions and follow-up questions. Similarly, following the presentation of evidence by respondent and Respondent's witnesses, the hearing chair will permit Complainant's advisor to ask respondent and any witnesses all relevant questions and follow-up questions. Cross-examination of a party must be conducted directly, orally, and in real time by the party's advisor of choice and never by a student personally. Before a complainant, respondent, or witness answers a cross-examination question, the Chair of the Student Conduct Hearing Committee must first determine whether the question is relevant and explain any decision to exclude a question as not relevant. Only relevant cross-examination and other questions may be asked of a party or witness. Final decision of relevancy of a question lies with the Chair of the Student Conduct Hearing Committee.

#### **4. Prior Sexual History**

In cases concerning accusations of sexual misconduct, past sexual history of any involved party will not be admitted in evidence or testimony unless directly relevant to the matter under consideration. The mere fact of a previous consensual dating or sexual relationship between the involved parties does not itself, imply consent to the act(s) under investigation or preclude a finding of sexual misconduct. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant unless such questions and evidence are offered to prove that someone other than the Respondent committed the conduct alleged by the complainant or such questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

#### **5. Standard of Proof**

The outcome of a student conduct proceeding will be made using the preponderance of the evidence standard. The preponderance of the evidence standard requires the Student Conduct Committee to determine whether it is more likely than not that sexual misconduct occurred. The respondent is presumed not responsible for the alleged Title IX sexual harassment until a determination regarding responsibility is made at the conclusion of the Title IX Sexual Harassment Hearing.



## **6. Sanctions**

The sanctioning process for sexual misconduct is designed to eliminate the misconduct, prevent its recurrence, and remedy its effects, while supporting the University's educational mission and Title IX requirements. Sanctions may also serve to promote safety or deter students from similar future behavior. Sanctions will take into consideration the gravity of the student's actions and the student's entire conduct records at the university and will be designed to (1) hold students accountable for their actions and the resulting or potential consequences of such actions, and (2) protect the safety of the university community. A full description of the available sanctions is described in Article V.

## **7. Notification of Hearing Outcome**

- a. A written notice will be sent simultaneously to the complainant and the respondent informing them about the outcome of the Hearing as determined by the Student Conduct Committee. For Title IX Sexual Harassment Hearings, the written notice will also include the following:
  1. Identification of the allegations potentially constituting Title IX sexual harassment.
  2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held.
  3. Findings of fact supporting the determination.
  4. Conclusions regarding the application of the UIC's Standards of Conduct to the facts.
  5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and whether remedies designed to restore or preserve equal access to UIC's education program or activity will be provided to the complainant.
  6. The procedures and permissible basis for the complainant and respondent to appeal.
- b. If a complainant has chosen not to participate in the University's review of the sexual misconduct report but desires to be notified of the outcome, the University will notify the complainant. If the complainant has expressed a desire, in writing, not to be notified of the outcome, the University will honor that decision. In such cases, the University will not send the notification itself to the complainant but may proceed with any necessary follow-up and may need to provide notification of that follow-up if appropriate.

## **8. Appeals**

Both the complainant and the respondent have the right to appeal the hearing outcome in the same manner as described in Article X. In those cases, both parties will receive written notification, simultaneously, of the final determination of the Appeal Committee

## **9. Finality**

The results relating to the complaint become final either on the date the parties are provided with the written determination of the result of any appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

## **G. Sexual Misconduct Hearing Committee**

Members of the Student Conduct Committee who serve in hearings related to Sexual Misconduct will consist of those members who have received specialized training related to Sexual Misconduct, consistent with the requirements of applicable law. Members of the Student Conduct Committee in sexual misconduct hearings may not participate in the sexual misconduct investigation or any previous complaint resolution procedures associated with the specific student complaint. The complainant and respondent will receive notice prior to the Student Conduct Hearing of the individuals with authority to make a finding or impose a sanction in their proceeding and have the opportunity to request a substitution if the participation of an individual has a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

---

# **IX. HEARING PROCEDURES**

## **A. Administrative Hearings**

The complainant, respondent, and witnesses may be present for a hearing with the Administrative Hearing Officer. The Administrative Hearing will utilize the following format:

1. The students may ask questions about the Student Conduct process;
2. The administrative hearing officer will review the facts of the complaint, as well as any other relevant case information received;
3. Students can respond to the information by providing their perspectives on the incident and alleged behaviors;

4. Students may present information and/or witnesses relevant to the allegations;
5. The hearing officer will ask questions of the students and witnesses;
6. Students can acknowledge or deny responsibility for the alleged violation(s);
7. The hearing officer will determine whether the respondent is responsible for the alleged actions/behavior and, if so, will consider and impose appropriate sanctions;
8. The hearing officer will inform the students of the decision.

## B. Student Conduct Hearings

Hearing proceedings will follow the format described below as supplemented or amended by the procedures for Title IX Sexual Harassment Hearings in Article VIII. The hearing is not conducted as a civil or criminal proceeding and consequently strict rules of evidence do not apply. At the sole discretion of the Hearing Chair/Student Conduct Committee members, changes may be made to the hearing format to accommodate special circumstances. It is within the sole discretion of the Student Conduct Committee and Hearing Chair to determine the relevance of any information, materials, or testimony, and to refuse to direct questions to the parties/witness and/or refuse to accept information, materials, or testimony it considers immaterial or irrelevant. The Student Conduct Committee hearing will utilize the following format:

- 1. Introduction/Reading of Alleged Violations:** The Chair of the Student Conduct Committee will convene the hearing by requesting that all individuals present state their identity. He/she will then read the alleged violations of the Standards of Conduct.
- 2. Opening Statements:** The complainant and respondent may each make a brief opening statement for the purpose of providing the hearing committee with a short summary of their positions relevant to the complaint and the materials/witnesses to be presented.
- 3. Presentation of Evidence:** The complainant and respondent may formally present to the hearing committee any and all information, materials, and witness testimony to support his/ her position.
  - a. Order of Presentation:** The order of presentation will be complainant and the respondent.
  - b. Relevant Witnesses/Investigative Summary:** Based on any preliminary and/or external investigations relevant to the incident, the Office of the Dean of Students may call any witnesses or investigators to present relevant findings to the hearing committee. Witnesses will only be present at the hearing while providing their testimony. After each respective presentation, the hearing committee, complainant, and respondent will have the opportunity to ask questions.
- 4. Questioning of Parties/Witnesses:** Following the presentation of each individual (complainant, respondent, and witnesses), questions will be posed first by the committee, then by the opposing party. All questions from one party directed to the other must be made through the Hearing Chair except in the case of Title IX sexual harassment complaints. The hearing committee, through the Chairperson, may recall any witnesses. Once all information, materials and testimony have been presented, the hearing committee, complainant and respondent are provided a final opportunity to ask additional questions or provide additional information to the Student Conduct Committee.
- 5. Closing Statements:** The complainant and respondent may each make a closing statement. The closing statement should be a short summary of the materials and information presented during the hearing and any relevant information that the student would like to share with the hearing committee.
- 6. Executive Session:** The hearing committee will excuse all participants and enter into executive session during which the committee will assess the information presented as well as the credibility of the parties and witnesses. The hearing committee will decide (based on a simple majority vote): (a) whether or not, by a preponderance of the evidence, the respondent is responsible for the alleged violation(s) of the Standards of Conduct, and, if so, (b) what sanctions are appropriate. Only after determining responsibility will the committee consider any previous sanctions imposed on the respondent through the Student Disciplinary Policy. The review of any previous sanctions will include all disciplinary actions taken as a result of an Administrative Hearing, the Academic Liaison Process, or imposed by a hearing or appeal committee. The deliberations of the executive committee are not recorded.

---

## X. APPEAL PROCESS

The Dean of Students office will review all requests for appeal to determine if the requestor has asserted appropriate grounds for appeal. Appeals will not be granted based solely on a party's disagreement with the outcome.

### A. Filing an Appeal

1. The Respondent may file a request for appeal no later than five (5) days after receipt of the outcome of the hearing where the Respondent has been found responsible for violating one or more of the Standards of Conduct.
2. For cases related to sexual misconduct, both the respondent and complainant have the right to request an appeal no later than five (5) days after receipt of the outcome of the hearing.

- a. In the case of an appeal of a decision regarding the UIC Sexual Misconduct Policy, if either party submits an appeal, the other party shall be notified in writing and given five (5) days to submit a written statement in response to the appeal.
3. The request for appeal must be submitted through the Student Conduct Appeal Form at [go.uic.edu/conductappeal](http://go.uic.edu/conductappeal) and must include (a) a statement explaining the grounds for the appeal, (b) all relevant supporting evidence and documentation, and (c) the desired outcome of the appeal request.

## B. Grounds for Appeal

An appeal must be based upon one or more of the following grounds:

1. **Procedural Error:** A procedural error occurred in the handling of the complaint which substantially affected the outcome of the hearing.
2. **New Evidence:** New evidence exists, sufficient to alter a decision, which was not available at the time of the original hearing. Information will not be considered “new evidence” if the respondent or complainant did not attend the original hearing or voluntarily withheld information during the original hearing.
3. **Sanction(s) Disproportionate with Violation(s):** The sanction(s) imposed are substantially disproportionate to the severity of the violation(s) of the UIC Standards of Conduct for which the student was found responsible.
4. For complaints involving sexual misconduct, appeals may also be based upon the following grounds: The Title IX Coordinator, investigator(s), or decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

## C. Appeal Review Process

1. The Appeal Committee will, except as required to explain the basis of new evidence, limit its review to the record of the initial hearing, including any documents or written statements considered by the hearing officer/committee, and any supporting documents and statements submitted by the parties as part of the appeal process.
2. After reviewing the request, the Appeal Committee designated to review the appeal will make one of the following determinations: The appeal is denied because (a) none of the grounds for an appeal has been met or (b) the appeal is granted because one or more of the grounds for an appeal have been met. The Appeal Committee may uphold the original disciplinary decision and deny the appeal, modify the original disciplinary decision, or remand the matter for a new hearing or remand review.
3. The Appeal Committee will issue its written decision to the respondent within a reasonable period of time not to exceed 30 days from the date the appeal was received. For cases related to sexual misconduct, both parties will receive written notification, simultaneously, of the final determination of the Appeal Committee within 7 days of the Appeal Committee's decision.

## D. Finality

The decision of the Appeal Committee and any decision resulting from a remand review or hearing are final and no further appeals are allowed. All decisions shall be reported to the respondent, the complainant, and all appropriate University administrators. The results relating to the complaint become final either on the date the parties are provided with the written determination of the result of any appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

---

# XI. REMAND HEARING AND REVIEW

## A. Remand Hearing and Review Information

1. A Remand Hearing is a Student Conduct proceeding which may be ordered by the Appeal Committee when the Appeal Committee has determined that a procedural error occurred and/or new evidence is presented that was not available during the original hearing and due to these factors, the outcome of the original hearing may have been substantially affected.
2. If a determination is made by the Appeal Committee that the sanction(s) imposed by the original hearing were disproportionate with the violation(s) for which the respondent was found responsible, the case will be referred to a Remand Review.
3. If a remand hearing or review is ordered, the Appeal Committee must state, in writing, the reason for the new hearing or review. The remand hearing or review will be scheduled within fifteen (15) days after the date the Appeal Committee issues its decision. All documents submitted for consideration at the remand hearing or review must be filed with the Executive Director five (5) days before the date of the remand hearing or review. At least three (3) days prior to the remand hearing or review, the Executive Director shall provide the parties with copies of all materials produced or delivered related to the appeal.

## **B. Remand Committee**

The Remand Committee will have the same composition as a Student Conduct Committee, but no member of the Remand Committee will have served as the original hearing officer, member of the original hearing committee, referral committee, or appeal committee. A Remand Committee is used for both remand hearings and reviews.

## **C. Remand Procedures**

1. The Remand Hearing will follow the hearing format outlined in Article IX. A written decision of the Remand Committee will be issued within five (5) days after the conclusion of the hearing. A copy of that decision will be issued to the parties and all appropriate administrators.
2. For a Remand Review, the Remand Committee will review the entire hearing record with the sole purpose of determining appropriate sanctions and/or if the original sanctions were disproportionate with the violations. The Remand Review will not revisit the issue of responsibility on the original charges decided by the administrative hearing officer or the Student Conduct Committee. A written decision of the Remand Committee will be issued within five (5) days after the conclusion of the review. A copy of that decision will be issued to the parties and all appropriate administrators.

---

# **XII. STUDENT CONDUCT RECORDS**

## **A. Retention of Student Conduct Records**

1. Upon the conclusion of a student conduct hearing, the hearing committee members are required to return to the Executive Director all documents pertaining to the complaint. These documents include, but are not limited to, incident reports, police reports, and written statements from witnesses and/or the parties.
2. In compliance with all applicable laws and university policies, the Office of the Dean of Students maintains student and student organization disciplinary records for a period of seven (7) years from the date of the final decision or resolution. Files will be maintained permanently for all pending incidents and incidents resulting in suspension, dismissal, or expulsion. For all student conduct cases, a student's disciplinary record includes the investigation into the Title IX sexual harassment complaint, any determination regarding responsibility, any audio or audiovisual recording or transcript of the hearing, any disciplinary sanctions imposed on the respondent, and any appeal and the result therefrom.
3. Student organization misconduct resulting in a sanction of probation, suspension or revocation will be listed on the Office of the Dean of Students website (<https://dos.uic.edu/community-standards/personal-community-integrity/student-organizations/>). Interim measures imposed by the Dean of Students may also be listed on the Office of the Dean of Students website.
4. In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA) and the UIC Student Records Policy ([uic.edu/depts/oar/forms/records\\_policy.doc](https://uic.edu/depts/oar/forms/records_policy.doc)), disciplinary records may only be disclosed with the student's written consent or as otherwise allowable by law.





CHICAGO'S  
**MOST**  
**DIVERSE**  
UNIVERSITY



CHICAGO'S  
**MOST**  
**DIVERSE**  
UNIVERSITY





## STUDENT CONDUCT DEFINITIONS

### Student Conduct Definitions

The following definitions shall apply to this policy:

- A. Academic Liaison:** An individual, appointed by the Dean of Students, to administer the Academic Liaison Process (Article VI, Section A).
- B. Academic Term:** The academic terms consist of fall, spring, and all summer sessions.
- C. Administrative Hearing Officer:** An individual, appointed by the Dean of Students, to serve as a hearing officer for an administrative hearing.
- D. Advisor:** A person who provides advice to a complainant or respondent in the Student Conduct process. An advisor may be a family member, friend, faculty or staff member, advocate, or an attorney. An advisor advises the complainant or respondent and shall be responsible for the cross-examination of parties and witnesses during a Title IX Sexual Harassment hearing. Respondents or complainants who wish to have an attorney attend the conference or hearing as their advisor shall notify the Dean of Students of his/her intent to have the attorney present and shall provide the attorney's name and contact information at least five (5) days prior to the conference or hearing. In those circumstances, the University may have an attorney from the Office of University Counsel present. Except in Title IX sexual harassment cases, an advisor may not appear in lieu of a respondent or complainant.
- E. The Associate Vice Chancellor for Student Affairs/Dean of Students:** An individual appointed with that title or his/her designee. (Referred to in this policy as "Dean of Students" or "Dean")
- F. Committees**
  - 1. Senate Committee:** The Senate Committee on Student Affairs is established through Article II Section 1G and Article XI Section 2 of the University of Illinois Statutes, and the Constitution and Bylaws of the UIC Senate and is charged with the duties and responsibilities as stated in those statutes, constitution, and by laws. The Senate Committee on Student Affairs has oversight responsibility for the Referral Committee and the Student Conduct Committee.
  - 2. Referral Committee:** The Referral Committee conducts preliminary reviews of all academic misconduct complaints which are submitted to the Executive Director. The Referral Committee is comprised of three members of a pool of faculty, staff, and students. This pool may include the Executive Director of the Senate Committee on Student Discipline, student members of the Senate Committee, members of the Student Conduct Committee, and the Dean/designee of the college in which the student is registered. No member of the Referral involving a respondent were reviewed.
  - 3. Student Conduct Committee:** The Student Conduct Committee is responsible for hearing alleged violations of academic misconduct and behavioral misconduct. The Student Conduct Committee consists of a pool of faculty, staff, and students. Individual hearing committees are formed from this pool. The Chairperson of the Student Conduct Committee is appointed by the Executive Director or designee. The Executive Director will serve as an ex-officio, non-voting member of the committee. The quorum for the committee will be at least four and no more than six voting members, which will include a minimum of one student who is a voting member.
  - 4. Sexual Misconduct Hearing Committee:** The composition of the Sexual Misconduct Hearing Committee will consist only of those members of the Student Conduct Committee who have received specialized training related to sexual misconduct, consistent with the requirements of applicable law and the UIC Sexual Misconduct Policy. The complainant and respondent will receive notification, prior to the hearing, of the identity of the Sexual Misconduct Hearing Committee members. The students may request a change of committee members for their review meeting if the complainant/respondent establishes that the committee member has a conflict of interest.
  - 5. Appeal Committee:** The Appeal Committee consists of faculty, staff, and student members. No member of the Appeal Committee will have served as a member of the original hearing committee, referral committee, or as the investigator(s) or the Title IX Coordinator.
  - 6. Student Organization Conduct Committee:** The Student Organization Conduct Committee is responsible for hearing alleged violations related to Student Organizations. The composition of the committee will consist only of those members of the Student Conduct Committee who have received specialized training related to Student Organization misconduct. No member or advisor of the Student Organization in question can serve on a hearing as a member of the Community Integrity Committee.
- G. Complaint:** A complaint should include a completed Incident Report form, a list of witnesses who may provide relevant information, and all relevant and available supporting evidence. Supporting evidence includes but is not limited to: examinations, term papers, photos, police reports, housing reports or other university reports, statements from witnesses, bills, and receipts. In addition, a complaint may include physical evidence such as: weapons, damaged items, and recovered stolen goods. A complaint of alleged student misconduct may be submitted to the Office of

the Dean of Students, Suite 3030 Student Services Building or on the website at [dos.uic.edu](http://dos.uic.edu) by any member of the university community. If the complainant is not a member of the university community, he/she should contact the Dean of Students to discuss his/her concerns. The Dean of Students, in his/her sole discretion, may then initiate proceedings against the student. To report non-academic misconduct, please use the Student Misconduct Incident Report at [go.uic.edu/conductIR](http://go.uic.edu/conductIR). To report academic misconduct, please use the Academic Integrity Incident Report at [go.uic.edu/academicIR](http://go.uic.edu/academicIR).

- H. Complainant:** The complainant is the individual who files a complaint against a student. The complainant may be any member of the university community. The complainant is invited to provide testimony during the hearing, submit relevant evidence, and to arrange for the appearance of any persons who witnessed the incident or who can provide testimony relevant to the incident.
- I. Conduct Record:** Any and all records received or created by the Office of the Dean of Students in connection with a complaint and the resulting conduct proceedings. Conduct records are maintained a total of seven years from the date of final decision, after which time all records (except those resulting in suspension, dismissal, or expulsion) will be disposed of consistent with the Record Maintenance and Destruction Policy of the Office of the Dean of Students.
- J. Days:** Days shall mean regular university business days (Monday through Friday) when most university offices are open, but excludes all Federal, State, and university holidays or closings.
- K. Dean of Students:** Any campus administrator assigned a role or duty within this policy to adjudicate cases, chair hearings or investigate complaints as appointed by the Associate Vice Chancellor for Student Affairs.
- L. Executive Director of the Senate Committee on Student Discipline:** An individual or designee (referred to in this policy as "Executive Director") selected by the Dean of Students to receive and have custody of all Senate Committee records and related materials. The individual will also advise the complainant(s), respondent(s), and committee(s) about the Student Disciplinary Procedures and serves as a non-voting member of the University Conduct Committee and the Student Conduct Committee.
- M. Guest:** Someone who is invited to visit or is authorized to visit the campus for some specific reason.
- N. Hearing Officer:** The Dean of Students, a member of the Senate Committee, or a Student Conduct Committee member will serve as a Hearing Officer.
- O. Investigator:** A member of the Dean of Students staff assigned to lead an investigation into a complaint most often associated with student organizations
- P. Misconduct:** A violation of the Standards of Conduct.
- Q. Preponderance of the evidence:** The standard of proof in the Student Conduct process which evaluates whether it is more likely than not that a student did violate the Standards of Conduct provision.
- R. Respondent:** A student against whom a complaint has been filed alleging a violation of the Standards of Conduct. A respondent will be provided with the opportunity to respond to the complaint.
- S. Responsible/Not Responsible:** The outcome terms used to convey whether or not a respondent has violated the Standards of Conduct. Responsibility is determined per individual, per allegation.
- T. Sanctions:** Those educational measures set forth in this policy that is assigned to a student or Student Organization found responsible for a violation of the Standards of Conduct. Imposed sanctions are mandatory and failure to complete/comply with a sanction may result in a hold being placed on the student record and additional disciplinary sanctions being imposed.
- U. Support Person/Advocate:** A person who provides advice and/or support to a complainant or respondent in the Student Conduct process. A support person/advocate may be a friend, family member, spouse, advocate, or any other person who is not a witness in the hearing. A support person/advocate advises the complainant or respondent only and shall not be permitted to directly participate in any conference or hearing. Respondents or complainants who wish to have an attorney attend the conference or hearing as their support person shall notify the Dean of Students of his/her intent to have the attorney present and shall provide the attorney's name and contact information at least five (5) days prior to the conference or hearing. In those circumstances, the University may have an attorney from the Office of University Counsel present. A support person/advocate may not appear in lieu of a respondent or complainant.
- V. Student:**
  - 1. For purposes of the Student Disciplinary Policy only, a student is an individual, who:
    - a. Has accepted admission to the University;
    - b. Registered for classes, or otherwise entered into any arrangement with the University to take instruction, part-time or full-time, degree or non-degree, credit or non-credit;
    - c. Is on an official Leave of Absence from the University; or
    - d. Is not officially registered and/or enrolled for a particular term, but has a continuing relationship with the University (e.g., lives in Campus Housing, is enrolled in noncredit program approved by the University, is working on a thesis or dissertation in order to complete a degree, etc.) or has the status of a "continuing student" as defined by the UIC Office of Admissions and Records.
  - 2. Student status lasts until an individual graduates, is dismissed, or is not in attendance for two (2) consecutive semesters (excluding summer session). As such, this Policy may extend to incidents that occur during breaks within or between semesters of enrollment, as well as between the time of application to the University and registration or participation in courses.

- W. Student Organizations:** The term used, unless otherwise denoted, for all student organizations associated with UIC, which include but are not limited to the following:
1. All student organizations registered by the Center for Student Involvement;
  2. Greek-letter chapters affiliated with Fraternity and Sorority Life;
  3. Sports clubs registered by Campus Recreation;
  4. Student governance organizations, which includes but is not limited to the following:
    - a. College Panhellenic Council (CPC);
    - b. Greeks of the Pan-Asian American Council (GPAAC);
    - c. Interfraternity Council (IFC);
    - d. Latino Greek Council (LGC);
    - e. National Pan-Hellenic Council (NPHC);
    - f. Undergraduate Student Government (USG);
    - g. UIC Law Student Bar Association;
    - h. The Graduate Student Council (GSC); and
    - i. The Health Profession Student Council (HPSC)
  5. Any student organizations affiliated with an academic college/department; and
  6. Any Student Organization with a membership comprised of any UIC students.
  7. A group of UIC students who assemble for a common purpose or shared interest (e.g., athletic teams, ROTC, study groups, etc.)
- X. Student Organization Representative:** The individual, or individuals (no more than three), selected by the Student Organization to speak on the Organization's behalf. The Organization Representative may be, but is not required to be a member of the Organization's leadership structure (e.g., President, Vice President, Team Captain, etc.). Individual members who have been referred to the Dean of Students for alleged policy violations arising out of the same fact pattern may not serve as an Organization Representative
- Y. Transcript:** The official academic record of a student held in the Office of Admissions and Records.
- Z. University:** The University of Illinois Chicago (UIC). In this policy, UIC will be referred to as the University.
- AA. University community:** Students, student organizations, staff, faculty, administration, and other employees of the University.
- BB. Written Notice:** A written statement notifying a party of the date, time, and/or location of any Student Disciplinary proceeding. Unless otherwise noted, written notices will be sent to the student via their official UIC email (netid@uic.edu), mailed to the student's address as identified in their official records held by the Office of the Registrar, or hand-delivered to the student. Students may also be contacted by phone or email to come to the Office of the Dean of Students to personally receive all written notices.

# ADDENDUM B

## STUDENT RIGHTS AND RESPONSIBILITIES

### Students' Rights

Students shall have the right to:

- A. Receive and participate in a fair and impartial review of the behavior described in the complaint;
- B. Be provided with and informed about the Student Disciplinary Policy, which is published online and available in hardcopy from the Office of the Dean of Students;
- C. Be provided with a notice of the filing of a complaint, a copy of the complaint, notice of the provisions of the Standards of Conduct alleged to have been violated, an opportunity to provide a written response, and an explanation of the procedures for resolution;
- D. Have an opportunity to review materials relevant to the complaint in a timely manner and receive updates regarding any progress related to the conduct proceedings;
- E. Have an opportunity to be heard through the appropriate resolution process;
- F. Be free from compulsory self-incrimination regarding behaviors that may also be the subject of criminal charges, and from a presumption of responsibility as a result of a student's decision not to self-incriminate;
- G. Request an appeal based on the grounds described in the Student Disciplinary Policy (Article X);
- H. Have the disciplinary records kept confidential consistent with the provisions the Family Educational Rights and Privacy Act of 1974 (FERPA), other applicable state and federal law, and the UIC Student Records Policy ([uic.edu/depts/oar/forms/records\\_policy.doc](http://uic.edu/depts/oar/forms/records_policy.doc)), except as otherwise required by law or legal process.

### Student Responsibilities

Students involved in Student Conduct Process are expected to:

- A. Treat others with respect and dignity. Students who fail to respect the rights of others may be excused from a proceeding and the process will continue in his/her absence;
- B. Review, understand, and comply with all university rules, policies, and procedures as outlined in the Student Disciplinary Policy;
- C. Monitor UIC-issued email address ([netid@uic.edu](mailto:netid@uic.edu)) to which all correspondence and written notices will be sent;
- D. Review all communications and written notices and seek clarification if there are questions;
- E. Cooperate fully in the conduct process and to present truthful information. Any student found to have willfully presented false or misleading information or to have withheld information may be subject to further disciplinary action;
- F. Appear at and participate in all proceedings. If a student, having been provided written notice, fails to appear at a hearing or meeting as described in this policy and fails to produce an explanation acceptable to the hearing officers/committee prior to the proceeding, the hearing may occur in the student's absence and sanctions will be imposed, if appropriate, based on the information available;
- G. Provide to the Office of the Dean of Students the names of individuals serving as advisors, legal counsel, and witnesses and arrange for their attendance at conduct proceedings as described in the Student Disciplinary Policy;
- H. Comply with and complete all disciplinary sanctions imposed. The hearing officer/committee charged with monitoring a student's compliance with any sanction may impose additional sanctions if the student does not successfully complete the sanctions issued through previous conduct proceedings.

### STUDENT RIGHTS FOR SEXUAL MISCONDUCT CASES

#### Complainant's Rights

Complainants have the right:

- A. To have any and all reports of sexual misconduct treated seriously and to be treated with respect and dignity by university officials.
- B. To file a complaint about sexual misconduct with the University and/or receive assistance with notifying campus or other police departments.
- C. To request an interim/supportive measure which may include a change in academic and living situations after an alleged sex offense and to be informed in a timely manner of available academic, living, and administrative options.
- D. To be informed in writing about campus and community resources for victim assistance and advocacy, counseling, and other resources and options for victims of sexual misconduct.
- E. To receive information on the university's responsibility to make a confidential report, required by the Clery Act, for the purposes of tracking campus crime.
- F. To be informed of the criminal and campus processes to investigate reports of sexual misconduct (e.g. sexual misconduct investigations, student conduct process) and informed about the options to participate in these processes.
- G. To receive a copy of the evidence gathered as part of the investigation and the Student Conduct process to the extent permitted by law (e.g., medical/mental health information may be kept confidential).
- H. To have the same rights as the student respondent to have witnesses and a support person/advocate and/or advisor present during an investigation and student conduct proceedings and to have accommodations made that minimize 1 face to face contact with the student respondent.
- I. To be informed of the initial outcome, in writing, of the Student Conduct proceeding involving sexual misconduct and the right to appeal the outcome and receive written notification of the final determination.
- J. To be free from undue coercion or retaliation from any member of the university community resulting from a report of sexual misconduct.

#### Respondent's Rights

Respondents have the right:

- A. To be treated with respect and dignity by university officials;
- B. To a fair, thorough, neutral, and impartial investigation of the incident;
- C. To be informed about campus and community resources for counseling, support, and other student services;
- D. To request interim/supportive measures which may include academic or housing accommodations when such accommodations are related to problems associated with the allegation of sexual misconduct;
- E. To be informed of the university investigation and Student Conduct processes and procedures;
- F. To receive a copy of the evidence gathered as part of the investigation and the Student Conduct process, to the extent permitted by law (e.g., medical/mental health information may be required to be kept confidential);
- G. To have an advisor and/or an support person/advocate and witnesses present during investigative and Student Conduct proceedings;
- H. To be informed of the initial outcome, in writing, of the Student Conduct proceeding involving sexual misconduct, and the right to appeal the outcome, and to receive written notification of the final determination;
- I. To receive information on the University's responsibility to make a confidential report, required by the Clery Act, for the purposes of tracking campus crime;
- J. To be free from undue coercion or retaliation from any member of the university community resulting from a report of alleged sexual misconduct.



### STUDENT ORGANIZATION RIGHTS AND RESPONSIBILITIES

#### Student Organizations' Rights

Student Organizations have the right:

- A. To be treated with respect and dignity by university officials;
- B. To a fair, thorough, neutral and impartial investigation of the incident(s);
- C. Be provided with and informed about the Student Disciplinary Policy, which is published online and available in hardcopy from the Office of the Dean of Students;
- D. To be informed of a university investigation and the Student Conduct process;
- E. Be provided with a notice of the filing of a complaint, a copy of the complaint, notice of provisions of the Standards of Conduct alleged to have violated, an opportunity to provide a written response and an explanation of the procedures for resolution;
- F. To be informed of the initial outcome, in writing, of an investigation and/or a Student Conduct proceeding, and the right to appeal, and to receive written notification of the final determination;
- G. To be represented by up to three student members of the organization during the Student Conduct process.
- H. To have the right to appeal the outcome

#### Student Organization Responsibilities

Members of a Student Organization involved in the Community Standards Process are expected to:

- A. Treat others with respect and dignity;
- B. Review, understand and comply with all university rules, policies, and procedures as outlined in the Student Disciplinary Policy;
- C. Cooperate fully in the conduct process and to present truthful information. Any student found to have willfully presented false or misleading information or to have withheld information may be subject to further disciplinary action;
- D. Monitor UIC-issued email address (netid@uic.edu) to which all correspondence and written notice will be sent;
- E. Appear at and participate in all proceedings. If a student, having been provided written notice, fails to appear at a hearing or meeting as described in this policy and fails to produce an explanation acceptable to the hearing officers/committee prior to the proceeding, the hearing or meeting may occur in the student's absence and sanctions will be imposed based on the information available;
- F. To comply with all interim measures, if placed, and complete all disciplinary sanctions imposed.
- G. To appeal the outcome pursuant to the criterion outlined in Article X, Section A.



**For copies of the Student Disciplinary Policy, contact:**

**Office of The Dean of Students  
Student Services Building, 3030  
1200 W. Harrison St. (MC 318)  
Chicago, IL 60607**

**(312) 996-4857  
[dos.uic.edu](http://dos.uic.edu)**