



PROCEDURES & SAFEGUARDS FOR STUDENTS IN THE ROCKHURST DISCIPLINARY PROCESS

Hearing Committee

As a Rockhurst student charged with a violation of the Student Code of Conduct, you are provided certain rights and processes in the University's Disciplinary system. The process began when a member of the University community alleged that you violated the rules and regulations of the Student Code of Conduct.

Please make yourself aware of the rights and responsibilities you have as a Rockhurst Student. If you have any questions please contact the Assistant Dean of Student's office at 816.501.4663 or refer to pages 37-40 in the Student Handbook.

Hearing Committee

1. A Hearing Committee will normally review cases that are anticipated to involve disciplinary probation, suspension, or expulsion. A charged student may indicate his or her preference for a Hearing Examiner or Hearing Committee in writing to the Assistant Dean of Students or designate and the Assistant Dean of Students or designate will make the final decision. All other hearing-related procedures are delegated to the Assistant Dean of Students as describe in the Code of Conduct.
2. A member of the Assistant's Dean of Student's support staff is present at Hearing Committee proceeding to take written notes. Upon request the charged student will receive a copy of the hearing notes.
3. All hearings are conducted in private. No person will be permitted to attend a hearing other than those directly involved in the hearing procedures.
4. Hearings on a charge involving more then one student will generally be conducted separately even if the charge is based on the same operative facts.
5. The complainant and the charged student each have the right to be present at the hearing and to be assisted by a faculty or staff advisor from the University community. Attorneys, parents and others not directly involved in providing information are not permitted to be present in order to protect the confidentiality of the student, expedite the proceedings in a reasonable manner, and encourage the student to remain directly engaged in the process with the support of his or her faculty or staff advisor.
6. The charged student should notify the Assistant Dean of Students in writing regarding the name of the faculty or staff advisor, evidence, written witness statements, and witnesses who the student anticipated will provide information on his/her behalf at least three (3) business days prior to the hearing.
7. The Committee Hearing will follow the outlined procedure of:
 - Call to order and Introductory comments
 - Opening statements
 - Presentation of Information including witnesses
 - Closing Statements
 - Private Deliberation
 - Notification of decision

8. No student shall be found to have violated the Code of Conduct solely because the student failed to appear at the hearing. However, if the charged student does not appear for a scheduled hearing, the hearing may be conducted and a decision made based on the information presented in the charged student's absence. In these cases, sanctions may not be appealed.
9. Disciplinary history, academic transcript, and institutional financial aid information will be made available to the Hearing Committee if the student is found in violation of the Code of Conduct in order to fully inform appropriate sanction determination.
10. Written notification of the Hearing Committee's decision will be delivered in person for those on campus within five (5) business days of the hearing or sent by mail to the student's last known local/permanent address on file with the University Registrar within five (5) business days of the hearing.