

Student Conduct Hearing Administrator Training



*Department of Student Conduct and Community Standards
Title IX Office
Human Resources
Ethics and Compliance
Office of the General Counsel
Victim Advocate Program*

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Office of the General Counsel
Ethics and Compliance
Human Resources*



Hearing Decorum



Do's and Don'ts

- Do make yourself available to your student during the hearing for communication.
- Do suggest a break if your student seems to be stressed, upset or needs a moment.
- Do work with your student PRIOR to the hearing about process questions or concerns (3 days)
- Ask relevant, respectful, and non-abusive questions (If applicable)
- Do not speak on behalf of your student in a meeting.
- Do not take overly excessive breaks.
- Do not raise objections at the hearing.
- Do not interrupt or interject when your student is being questioned – all relevancy concerns are raised by the student and determinations made by the hearing administrator



Take Aways

- Does your student need accommodations?
- Do you have any conflicts of interest?
- Are you available on the meeting or proceedings date?
- Has your student submitted the advisor form?