# THE REDHAWK COMMITMENT &

# CODE OF STUDENT CONDUCT

## 2025-26

SEATTLEU

SEATTLE UNIVERSITY

September 2, 2024

Dear Redhawks:

It is my pleasure to welcome you to Seattle University for the 2025-2026 academic year. You are joining a community of scholars who believe in offering you the best higher education experience possible. We are committed to fostering an environment where all members of the Seattle University community can contribute to the University's mission and achieve success in their academic, professional, and personal endeavors.

I would also like to offer a special welcome to our students on the South Lake Union campus joining us as part of the Cornish College of the Arts at Seattle University community. The *Redhawk Commitment and Code of Student Conduct* largely take the place of the previous Cornish student handbook. Other policies and resources, including information about academic integrity, campus resources, and other policies are included on the Seattle University website. We encourage you to contact us at deanofstudents@seattleu.edu with any questions or feedback.

Our Jesuit tradition of intellectual, ethical, spiritual, and social development is the foundation of our *Redhawk Commitment and Code of Student Conduct*. *Cura personalis*, an important tenet of Jesuit education, serves as a guiding pillar in how we expect our Redhawks to engage with themselves, one another, and with their campus community. This year we have made minor changes to our Code of Student Conduct and Integrity Formation process. We aim to provide all students with the tools needed for success in a pluralistic society by providing feedback about behaviors that both enhance and harm the community, as well as helpful resources and opportunities to modify unacceptable behaviors.

We hold our students to the highest standard of ethical behavior both on- and off-campus. The *Redhawk Commitment and Code of Student Conduct* contain standards that have been established to assist in building an inclusive learning community where safety, respect, consideration, dignity and care for one another are absolute priorities. Furthermore, this Code is intended to establish a campus community where all students feel like they belong. Please take the time to carefully review the information that follows, as it is your responsibility to be familiar with all of the University's Community Standards and our Integrity Formation process. Definitions of terms frequently used throughout this document can be found in Appendix A.

Thank you for your commitment to upholding and modeling these expectations. If you have any questions about this information, please visit the Office of the Dean of Students in Student Center 140, call (206) 296-6060, or email me at deanofstudents@seattleu.edu.

We look forward to supporting your journey here at Seattle University.

Sincerely,

anton ward-zanotto, Ph.D.
Dean of Students

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## SEATTLE UNIVERSITY MISSION, VISION, & VALUES

***Mission***

Seattle University is dedicated to educating the whole person, to professional formation, and to empowering leaders for a just and humane world.

***Vision***

We will be one of the most innovative and progressive Jesuit and Catholic universities in the world, educating with excellence at the undergraduate, graduate and professional levels.

***Values***

- **Care:** We put the good of students first.
- **Academic Excellence:** We value excellence in learning with great teachers who are active scholars.
- **Diversity:** We celebrate educational excellence achieved through diversity.
- **Faith:** We treasure our Jesuit Catholic ethos and the enrichment from many faiths of our university community.
- **Justice:** We foster a concern for justice and the competence to promote it.
- **Leadership:** We seek to develop responsible leaders committed to the common good.

## INTEGRITY FORMATION LEARNING OUTCOMES

Integrity Formation at Seattle University challenges and supports students to reflect on their actions and decisions in an educational and developmental experience that promotes integrity in our diverse and inclusive community. Student experiences with the Integrity Formation process are guided by the following themes and learning outcomes:

**Engagement**: Students can engage with the Integrity Formation process to share their experiences, make connections with University community members, learn about expectations, and connect with supports and resources. Through these actions, students can move through the process with honesty, integrity, and respect.

- Students will be able to explain what it means for them to act in a way that is aligned with the Jesuit values of Seattle University.
- Students will be able to demonstrate understanding of the integrity formation process.
- Students will articulate the ways that they plan to be involved in the University community moving forward.

**Discernment**: Students can reflect on their experiences and choices to better discern their role in the community and their impacts on others and themselves. By considering their actions from a variety of perspectives, students can understand their place in the community and consider changes to their future decision-making.

- Students will be able to articulate how their behavior impacted others.
- Students will be able to articulate their decision-making process.
- Students will be able to articulate connections between their values and decision making, and our Jesuit values.

**Growth**: Students can develop a greater understanding of themselves and create a plan where they can access support and resources to work toward future success.

- Students will be able to identify resources available to them to promote future success.
- Students will be able to articulate new skills to inform future success.

## THE REDHAWK COMMITMENT

Written by and for students, the Redhawk Commitment guides us to shape our personal values, to explore the responsibilities of our actions, and to maintain a healthy community. Consistent with the Redhawk Commitment are behaviors that align with the Code of Student Conduct, Academic Integrity, Residential Handbook, and other university policies.

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### The Redhawk Commitment

We strive to live with integrity in our pursuit of personal, social, and academic excellence. We are strengthened by our Redhawk Commitment – a commitment to ourselves, each other, and a just and humane world. As a Redhawk, I commit:

- To care for the well-being of myself and others.
- To honor differences in people and beliefs.
- To respect the rights and property of our community.
- To accept responsibility as a campus, local, and global citizen.
- To lead by example.

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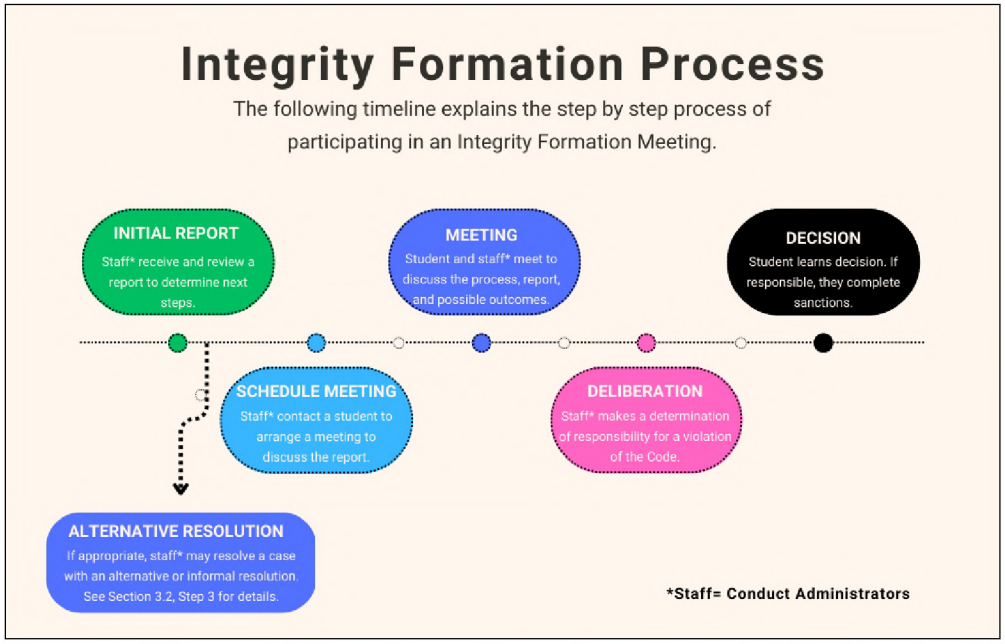
## THE CODE OF STUDENT CONDUCT – A SUMMARY

You are responsible for being informed about the Seattle University Redhawk Commitment and Code of Student Conduct (the "Code"). The Redhawk Commitment and Code are not contracts between the University and a student and they do not create express or implied contractual rights. Students are responsible for accessing the most current version of the Redhawk Commitment and Code on the Seattle University website. Students are also responsible for accessing, being informed about, and complying with other University policies located online at https://www.seattleu.edu/policies. Please read this document carefully. If you are a student, then you are accountable to its contents. For definitions on terms used through the Code, you may refer to Appendix A of this document for further guidance.

The Code contains important information we, the Redhawk community, expect students to review and understand. We encourage our students to engage with staff and fellow students to ask questions if there is something that is not clear in this Code. Each section includes details about how this Code applies to your experience on and off campus. The Community Standards describe the University's expectations about underage alcohol consumption, possession or consumption of drugs (including cannabis), and sexual harassment, as well as our restrictions about excessive noise and the expectation that all students are responsible for the behaviors of their guests. These are only a small number of the listed standards, and students need to be aware of all of them.

Any student, University official or community member may report any perceived violation of the Code. The report may be made to the Office of the Dean of Students and/or the Department of Public Safety. Residential students may also ask their Resident Assistant (RA), Residential Community Coordinator (RCC), or Assistant Residential Community Coordinator (ARCC) for guidance on how to submit a report. To report to the Office of the Dean of Students, use the following reporting form: https://cm.maxient.com/reportingform.php?SeattleUniv.

The Integrity Formation process details what students can expect when we reach out to you with respect to a potential violation of the Community Standards.




Feel free to click on the bubbles above to jump to that section.

In some instances, students can participate in an alternative resolution to resolve their cases. In others, students will make contact with a University administrator in an integrity formation meeting (Meeting). During these conversations students will be able to understand the process, learn more about any allegations, share their perspective about a given situation, and discuss how they can or have learned and grown as a result. Students will then receive a letter detailing the conversation, any educational outcomes (sanctions), and appeal options. University administrators and students work together to engage, discern, and grow through conversation about a given incident, and seek resolution that promotes student safety and success.

## SECTION 1: JURISDICTION

### Section 1.1: The Who, What, When, and Where of the Code

Who does the Code apply to?

- All undergraduate students on both the First Hill and South Lake Union campuses;
- Graduate and law students;
- Students in professional programs; and
- Recognized or unofficial student groups.

What is covered under the Code?

- The Community Standards defined in Section 2 below.
    - Typically, violations of the professional standards of a college, school, or academic program are not resolved through this Code. The University reserves the right to invoke this Code, however, in addition to or in lieu of other proceedings if charges of violations of professional standards also may violate this Code.

When does the Code apply to a member of our student community?

- The University retains jurisdiction over alleged violations of the Code that occur during a student's matriculation or attendance at the University. If a current student is not enrolled at the University and has a pending disciplinary matter, an administrative hold will be placed on the student's account until the matter can be resolved prior to or immediately upon the student's return.
- Students may be accountable both to civil authorities and to the University for acts that constitute violations of law and this Code. The Integrity Formation process at the University may proceed while criminal or civil proceedings are pending and will not be subject to challenge on the grounds that criminal charges or a civil case involving the same incident have been dismissed, reduced, or not yet adjudicated. The University reserves the right to refer matters to federal, state, and local authorities or to suspend a student pending the outcome of a criminal charge.
- When visiting or participating in any activities or programs at other colleges or universities, students are expected to abide by the behavioral standards of this Code and the policies and rules of those institutions. Violations of policies or rules on other campuses or violations of local laws while on other campuses will fall under the jurisdiction of this Code. This provision is equally applicable to international campuses for students studying abroad.

Where does the Code apply?

- University premises (on campus at both the First Hill and South Lake Union campuses);
- At University-related programs or activities;

- Through University-related online or virtual programs or activities (e.g. Canvas, Discord, or other University programs); and
- Off-campus conduct may also subject a student to disciplinary or other administrative action when, in the judgment of the University, the alleged conduct violates the Code. Seattle University expects all Redhawks to represent the University in a positive manner at all times both on and off campus.

Seattle University is located within an urban environment and surrounded at both campuses by residential neighborhoods. The University expects students to behave as exemplary citizens when present in the surrounding neighborhoods and to demonstrate respect for all members of the local community.

### Section 1.2: Confiscation of Prohibited Items

Certain items are prohibited on Seattle University property because of health, fire, or safety reasons; local, state, or federal law; or University policy. When these items are discovered by University personnel, they have the authority to confiscate these items. Items prohibited by University policy for health, fire, or safety reasons may be returned to the owner provided that the item be removed from campus immediately and not returned to the premises. Certain items (such as controlled substances and drug paraphernalia) will not be returned. Firearms will immediately be turned into the Seattle Police Department. Any confiscated item not claimed by the owner by the end of the following academic quarter in which the item was seized may be disposed of without notification.

### Section 1.3: Redhawks Care Policy

At Seattle University, the health, safety, and welfare of our students and community are paramount concerns. All students are expected to inform appropriate officials in the event of any health or safety risk or emergency -- specifically those involving alcohol or drug use -- even if violations of the Code may have occurred in connection with such a risk or emergency. Because the University understands that concern about possible disciplinary action may deter requests for emergency assistance, the University has adopted the Redhawks Care Policy to alleviate such concerns and promote responsible action on the part of students.

In a situation involving threat or danger to the health or safety of any individual(s), students are expected to:

1. Contact Public Safety by calling 206-296-5911 and/or 911 to report the incident on-campus and 911 off-campus;
2. Remain with the individual(s) needing emergency treatment and cooperate with emergency officials, and;
3. Meet with appropriate University officials after the incident and cooperate with Integrity Formation procedures following the incident.

To encourage reporting and participation in the process, the University may offer amnesty from certain policy violations, such as underage alcohol consumption or the use of illicit drugs, related to the incident. Granting amnesty is a discretionary decision made by the Office of the Dean of Students, and amnesty does not apply to more serious allegations, such as physical abuse of another or illicit drug distribution. The Office of the Dean of Students will consider the positive impact of taking responsible action in an emergency situation by the reporting student and/or the impact of the emergency on the impacted student when determining the appropriate response for alleged violations of the Code. This

response can include not initiating an integrity formation process for a student. The policy does not preclude or prevent actions by police or other legal authorities.

A student's failure to take responsible action in a risky or emergency situation, however, may void all protections under this provision, may constitute an aggravating factor for purposes of sanctioning, and may lead to further disciplinary actions when such failure to act otherwise constitutes a violation of University rules, regulations or policies.

## SECTION 2: COMMUNITY STANDARDS (OUR SHARED EXPECTATIONS)

Community Standards assist each student in making responsible choices that are rewarding to the individual student, respectful of the rights and identities of others, aligned with creating a safe and productive community, and compatible with the legal norms of society, and aligned with the Jesuit mission, vision, and values of Seattle University. Choosing to join the University community requires that all members of our community act in a manner consistent with these expectations. Joining the University community implies your acceptance of these standards.

When the University receives a report alleging that a student has engaged in behaviors inconsistent with the following Community Standards, a University staff member will ask the student to speak with them about the report consistent with the Integrity Formation process detailed in Section 3 and may be subject to resolution and sanctions consistent with this Code.

Our Community Standards are aligned with our University Values:

- **Care:** We put the good of students first.
- **Academic Excellence:** We value excellence in learning with great teachers who are active scholars.
- **Diversity:** We celebrate educational excellence achieved through diversity.
- **Faith:** We treasure our Jesuit Catholic ethos and the enrichment from many faiths of our university community.
- **Justice:** We foster a concern for justice and the competence to promote it.
- **Leadership:** We seek to develop responsible leaders committed to the common good.

The following behaviors are prohibited as part of our shared community standards:

2.1 . Underage consumption, possession, purchase, sale, or distribution of alcoholic beverages. Public intoxication (i.e. demonstrating signs of intoxication, being on campus while on University premises) is also prohibited regardless of age.

2.2 Knowingly being in the presence of alcohol while under the age of 21 in Seattle University sponsored housing or on other University premises except as permitted by law and by University policy.

2.2.1 Knowingly being in the presence of cannabis at any time in Seattle University sponsored housing or on other University premises.

2.3 Consumption, possession, purchase, sale, distribution, or misuse of marijuana/cannabis; or public intoxication (i.e. demonstrating signs of intoxication, being on campus while on University premises) from marijuana/cannabis on campus. While marijuana/cannabis is legal in the Seattle

area and in the State of Washington, federal law prohibits marijuana/cannabis from being on campus.

2.3.1 Consumption, possession, purchase, sale, distribution, public intoxication (i.e. demonstrating signs of intoxication, being on campus while on University premises), or misuse of drugs, controlled substances (i.e., prescription drugs not belonging to a student, illegal drugs), and/or chemical inhalants can endanger the health and safety of students and the community and is inconsistent with our campus values.

2.4 Use, possession, purchase, sale, or distribution of drug paraphernalia.

2.5 Smoking or the use of tobacco products on or within University premises and at University sponsored off-campus events. "Tobacco products" refers to cigarettes, cigars, pipes, all forms of smokeless tobacco, clove cigarettes, and any other smoking devices that use tobacco (e.g. hookahs), and nicotine delivery devices that simulate the use of tobacco (e.g. electronic cigarettes, vaping).

2.6 Use, purchase, possession, alteration, sale, or distribution of false or fake identification, documents, records, or access devices, including the forgery, alteration, or misuse of any University documents, records, identification, or access devices.

2.7 Misrepresenting or furnishing false information, or failing to disclose relevant information, to any University official or office is inconsistent with this value.

2.8 Failure to comply with the directions of a University official, including interim measures or disciplinary sanctions.

2.9 Hindering University officials in the performance of their duties.

2.10 Failure to cooperate with University officials during a fire alarm or drill, or failure to follow other emergency procedures.

2.11 Excessive noise that creates a disturbance for members of the University community and/or public.

2.12 Students take responsibility for hosting visitors on campus. Students are responsible for the actions of one's visitor(s) and/or guest(s) that violate University policies.

2.13 Violation of University sponsored housing regulations as outlined in the Housing Agreement, Redhawk Residential Handbook, and other documents governing those living facilities. *Full Redhawk Residential Handbook for the First Hill campus available at https://www.seattleu.edu/housing/policies-and-procedures/ and for the South Lake Union campus available at https://www.cornishcommons.org/current-residents/residentials-policies/.*

2.14 Any actual, attempted, or threatened non-consensual sexual act or any other behavior in violation of the University's Policy Prohibiting Sex-Based Harassment, Discrimination, and Retaliation. *Full policy available at https://www.seattleu.edu/media/seattle-university/documents/policies/general/Policy-Prohibiting-Sex-Based-Harassment-Discrimination-and-Retaliation.pdf*

2.15 Conduct in violation of the University's Sexual Harassment Policy. *Full policy available at https://www.seattleu.edu/policies-regulations/nondiscrimination-policy/#d.en.7439424*

2.16 Conduct in violation of the University's Non-Discrimination Policy and/or the Bias Harassment Policy. *Full policies available at https://www.seattleu.edu/policies-regulations/nondiscrimination-policy/ and https://www.seattleu.edu/office-of-the-dean-of-students/policies-records/bias-harassment-policy/*

2.17 Exposure of one's body, especially one's genitals, in a public place and in a way considered offensive to established standards of decency, including public urination and defecation.

2.18 Obscene or vulgar language or behaviors that demonstrate a lack of respect for others.

2.19 Violation of University's Hazing Policy. *Full policy available at: https://www.seattleu.edu/office-of-the-dean-of-students/hazing/*

2.20 Conduct that is intended to or could reasonably be foreseen to cause embarrassment, humiliation, shame, fright, grief, intimidation, or that endangers the health or safety of any person, group, or oneself. This could include non-physical, verbal, and/ or physical abuse, threats, assault, intimidation, bullying, harassment, coercion, and/or the use of profanity.

2.21 Disruption or obstruction of student and University activities or events, including teaching, research, administration, conduct proceedings, or of other authorized non-University activities or events. Student and University activities or events, teaching, research, administration, or other authorized non-University activities are essential to supporting learning and discourse. Students are encouraged to share their concerns in ways aligned with the on-campus demonstration policy, university speakers' policy, Jesuit values, and robust academic discourse. Disruption or obstruction of University activities or events may include, but is not limited to, behaviors inconsistent with stated learning community norms in individual classes; posted guidelines in campus facilities; intentional use of bias language, or actions that prevent students, staff, faculty, and/or visitors from engaging in University business including the free exchange of ideas in academic discourse.

2.22 Setting, starting, or sparking a fire, flame, arson, or abuse of flammable substances on University premises.

2.23 Reckless driving or misuse of vehicles, bicycles, electronic scooters, hoverboards, and skateboards, heavy machinery, or equipment.

2.24 Possession, use, or display of firearms, fireworks, air guns, explosives, ammunition, or other weapons, real or simulated, or any other behavior in violation of the University's Firearms and Weapons Policy. *Full policy available at https://www.seattleu.edu/media/seattle-university/documents/policies/public-safety/Seattle-University-Firearms-and-Weapons-Policy.pdf*

2.25 Violation of the On Campus Demonstrations policy. *Full policy available at: https://www.seattleu.edu/office-of-the-dean-of-students/policies-records/other-university-policies/*

2.26 Cheating, plagiarism, and copyright infringement, including but not limited to, violations of the University Academic Integrity policy and/or the School of Law Academic Integrity Code. *For detailed information, visit* https://www.seattleu.edu/media/seattle-university/office-of-the-registrar/academic-policies/files/Academic-Integrity-Policy-(2011-03).pdf

2.27 Theft, misuse, or abuse of University technology, including computer time, usernames, passwords, or computer accounts; file sharing and/or downloading or streaming content from the Internet when such activity violates the law or University policy; abuse of listservs and social media; disruption of or improper access to University or other computer networks and systems; misuse or damage of University technology hardware and equipment, or; any other behavior that violates the University's Computer Acceptable Use Policy.

2.28 Attempted or actual theft, damage, misuse, or vandalism of property of the University, a student organization, a member of the University community, a party contracting with the University, or a visitor.

2.29 Use of University premises in connection with any non-University business venture.

2.30 Possession of an animal in or on University premises, except as permitted by University policy, Housing & Residence Life, and/or Disability Services; or, Animals On Campus policy, leash policy; and/or abuse or mistreatment of any animals.

2.31 Conduct that attempts to violate or violates local, state, or federal ordinance or law.

2.32 Violation of any other University policy, regulation, or rule. *For more information, visit: https://www.seattleu.edu/policies and https://www.seattleu.edu/office-of-the-dean-of-students/policies-records/other-university-policies/*

2.33 Failure to comply with university disease prevention policies, including but not limited to: the use of face coverings and/or other personal protective equipment when required; surveillance testing requirements; and/or providing false or misleading information in the vaccine registration and/or exemption process.

2.34 Any form of retaliation against individuals or groups following a report of alleged misconduct to the University. Retaliation includes but is not limited to verbal, physical, or emotional abuse, electronic harassment, etc.

## SECTION 3: THE INTEGRITY FORMATION PROCESS

The University's relationship is with our students, and the following policies, rules, and procedures guide how we hope our community will maintain our Catholic and Jesuit educational mission. The Integrity Formation process, known at other institutions as student conduct (and other variations of that term), is how our staff (i.e., Conduct Administrators) work with students to resolve matters and alleged violations relating to the Community Standards. Conduct Administrators do this work in a manner that is aligned with the Jesuit mission, vision, and values of Seattle University, including our deep commitment to diversity, equity, inclusion, anti-racism, and allyship.

The policies in the Code are intended to foster a safe, inclusive community that is conducive to rigorous academic discourse, debate, and dissent. If a student is found responsible for violating the Code (by

failing to adhere to one of the community standards, above), disciplinary sanctions may be imposed. These sanctions, which are educational in nature, are designed to help students develop individual and community responsibility, encourage self-reflection, foster respect for others, and protect the rights, freedoms, and safety of members of the campus community. The purposes of the Integrity Formation process include:

- Promoting the development of individual and community integrity;
- Providing a prompt, fair, and equitable process;
- Educating students about their rights and responsibilities to each other and to the community;
- Encouraging the safety, health, and wellness of the campus community;
- Upholding the non-academic rules and regulations of the University; and
- Guiding students toward achieving their academic, personal, and professional goals.

### Section 3.1: Students' Rights and Responsibilities in the Integrity Formation Process

Students participating in an integrity formation process have the right:

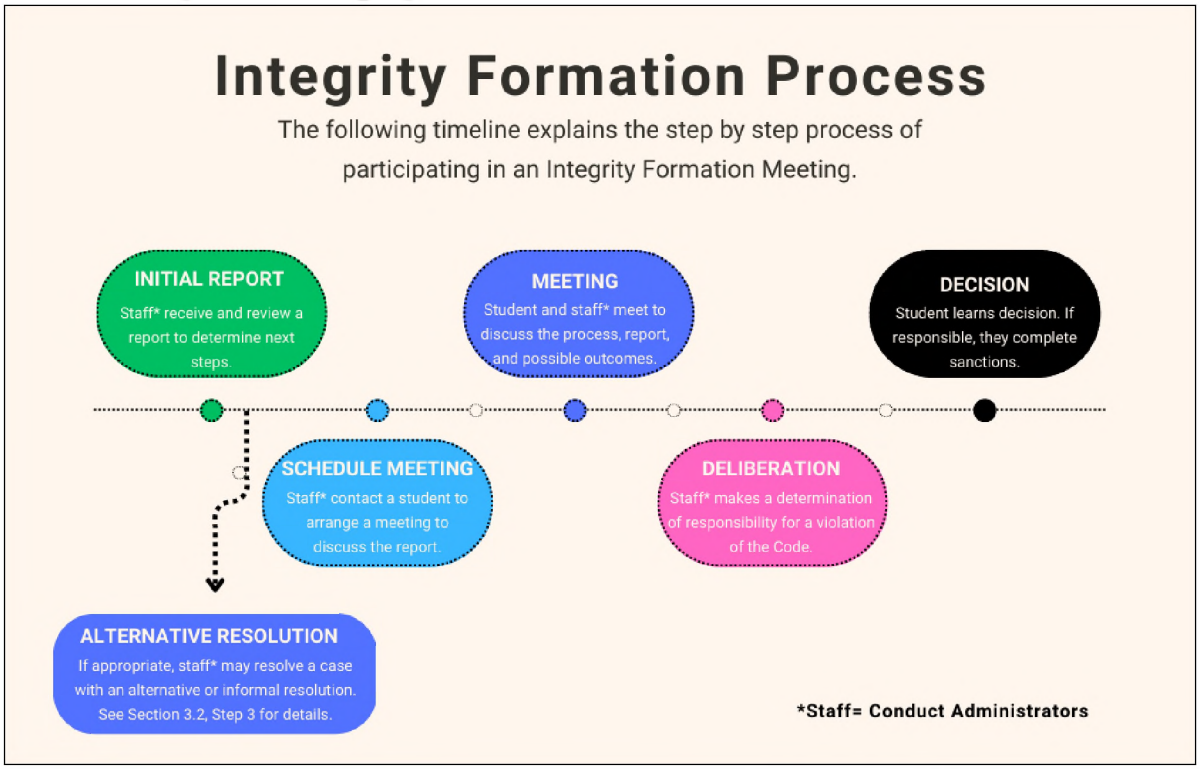
- To be notified about these rights and responsibilities;
- To be notified at least three (3) business days about the date, time, and location of the meeting for the alleged violation(s) of the Code of Student Conduct or other policy;
- To respond to the allegations in the complaint or report and provide relevant information;
- To identify witnesses who have first-hand knowledge about the alleged incident and to submit witness statements in advance of the conduct meeting;
- To have an Advisor who is a Seattle University employee or currently enrolled student present during any proceedings;
- To be notified of the determination of responsibility, including any sanctions, in writing; and
- To be informed about the appeal process and given the opportunity to file a request for appeal within 5 business days of the date of the decision letter.

Students' responsibilities in the Integrity Formation process include:

- To participate in the integrity formation process;
- To cooperate with the University throughout the entire process;
- To participate truthfully and in good faith in any meetings;
- To appear and communicate on their own behalf throughout the process;
- To read all communications throughout the process and respond when appropriate;
- To utilize the information in the Code and on the Office of the Dean of Students website to prepare for their participation in the process; and
- To contact their Conduct Administrator or the Office of the Dean of Students with questions or concerns in advance of any meetings.

Most complaints or reports are resolved through a meeting with a Conduct Administrator. These meetings are confidential, generally non-adversarial, and are not to be considered analogous to court proceedings. Individuals who submit reports are considered "complainants" within this process. The Dean of Students and/or their designee has general responsibility for matters of student conduct . Additional information about the integrity formation process is available on the Office of the Dean of Students website at https://www.seattleu.edu/office-of-the-dean-of-students/student-conduct-and-integrity-formation/.

**Section 3.2: Steps in the Integrity Formation Process**




*Note: For the University's student conduct and investigation process for sexual offenses, domestic violence, dating violence, and stalking, visit: https://www.seattleu.edu/office-of-the-dean-of-students/sexual-misconduct/*

**Step 1: Receipt and Review of a Written Complaint or Incident Report**

The Office of the Dean of Students receives and reviews a written complaint or incident report alleging that a student or student organization violated the Code by failing to adhere to one of the Community Standards. Complaints generally include the approximate date, time, and location of the alleged conduct, those present at the time of documentation, and a description of what transpired. Upon initial review, the Dean of Students or their designee will do one of the following:

- Dismiss the complaint due to a lack of actionable information,
- Have a preliminary conversation with the reporting individual(s) to gather more information,
- Ask Public Safety or Housing and Residence Life staff to further investigate the incident,
- Refer the report to an appropriate office for follow up (if there are no violations of the Code), or
- Begin an integrity formation process and move to Step 3.

**Step 2: Interim Measures**

In very few cases, the Dean of Students or their designee may issue interim measures while a complaint or incident report is under review. Interim Measures are issued to ensure the health and safety of the student and/or the University community and may be in place indefinitely. Interim Measures may include, but are not limited to, the following:

- No Communication/No Retaliation order,

- Changing classes,
- Limiting access to University premises,
- Prohibiting attendance at University-sponsored events,
- Assigning an individual to a different lab or other clinical setting,
- Delaying conferral of a degree, and/or
- Reorganizing housing assignments.

***Interim Suspension***

The Dean of Students or their designee may suspend a student from the University and/or University housing for an interim period pending the outcome of disciplinary or criminal proceedings when, in the judgment of the University, the continued presence of the student at the University or on University premises poses a threat or risk to the health and safety of the student or to others, or to the stability and continuance of normal University functions. Interim suspension is further defined in Section 3.4.

**Step 3: Case Assignment and Alternative Resolutions**

If the information reported could constitute a violation of the Code, the Dean of Students (or designee) will assign the case to a Conduct Administrator or Board. If the complaint or incident report could constitute a potential violation of the Sexual Offenses, Domestic Violence, Dating Violence and Stalking Policy, it will be referred to the Office of Institutional Equity.

***Informal/Alternative Resolution***

Students and/or student organizations referred to the Integrity Formation Process may request or, at the sole discretion of the Dean of Students or their designee, be offered the opportunity to resolve their case without a meeting. Cases may be resolved through an alternative method in two possible ways.

First, the Conduct Administrator may resolve a case with a letter acknowledging that an incident occurred and providing educational information if:

- The behavior and interaction by a staff or faculty member with a student is such that the Conduct Administrator believes that no further discussion or education is necessary,
- The facts for a finding of responsibility are clear in the incident report, including when a Student accepts responsibility.

Examples include (but are not limited to) quiet hours violations, or possession of unapproved appliances in residence hall rooms. In these circumstances, a Student may receive a letter without a required meeting. This report will remain on record to inform a Conduct Administrator's response should there be further incidents, but does not constitute a formal disciplinary record. A Student may contest this alternative resolution and request a meeting consistent with the meeting process detailed below.

Second, the Conduct Administrator may discuss alternative resolutions with a Student if, at any time prior to resolution of the Integrity Formation process, a Student takes responsibility for violating the Code or otherwise accepts an alternative resolution. Alternative resolutions may include sanctions outlined in Section 3.4. A Student may also request an alternative resolution by asking their Conduct Administrator during their meeting, but whether an alternative resolution is provided is at the discretion of the Conduct Administrator. Some factors that the Conduct Administrator and student will consider when determining if an alternative resolution is appropriate include:

- Impact on the community (i.e., Drug sales, significant damage to community property);
- Ongoing safety of the community;
- Reflection and learning by a student;
- Balancing possible implications for equity, including the context and impacts of incidents on individuals.

Students agreeing to an alternative resolution must understand that by accepting and participating in the alternative resolution they are waiving their rights to a meeting and any further appeal. If a Student does not agree to a proposed alternative resolution, the matter will be resolved with an Integrity Formation decision letter.

Examples of alternative resolutions include:

- Facilitated conversations between willing groups or individuals that may be facilitated by a third-party neutral;
- Opportunities for restorative/transformational justice circles or other non-adjudicative methods;
- Negotiated agreement to resolve a case without a meeting.

The goal of an alternative resolution is to offer a restorative opportunity to the students involved and community. Alternative resolutions are appropriate when all parties involved have agreed to accept this outcome as the resolution.

**Step 4: Notifying the Student(s)**

The Conduct Administrator or Board Facilitator will review the report or complaint, determine the nature of potential violation(s), and send the Student a notification letter via email using *Maxient* (the University's student conduct database). Except in extraordinary circumstances or during University breaks and holidays, a Conduct Administrator or Review Board Chair will make initial contact with the Student(s) within ten business (10) days of the date of the incident report. The Office of the Dean of Students, Conduct Administrators, and Board Facilitators send official communications regarding student conduct matters exclusively to students' Seattle University email accounts. Students are expected to regularly check their University email in order to ensure prompt receipt of any official and time-sensitive communications. The *Maxient* system will require students to authenticate using Seattle University credentials to retrieve their official correspondence.

***Notification Letter***

The notification letter generally includes:

- The time, date, location, and alleged conduct described in the incident report or complaint;
- The section(s) of the Code alleged to have been violated or the unacceptable behavior;
- The date, time, and location of a meeting (if applicable);
- Instructions for (re)scheduling a meeting; and
- Instructions on how to request reasonable accommodations in advance of the meeting.

Student(s) will be given at least three (3) business days by emailed written notice prior to a scheduled meeting.

**Step 5: Integrity Formation Meeting**

An Integrity Formation Meeting (meeting) is a meeting between the Student and the Conduct Administrator or Review Board. Meetings shall be conducted in private. The Student, the Complainant, and their Advisor may be present. Admission of any other person, including Witnesses, to the meeting shall be at the discretion of the Conduct Administrator or the Review Board.

***Role of Advisors***

The purpose of an Advisor is to provide support to the Student or Complainant(s). Advisors may:

- Only be Seattle University staff, faculty, or students may serve as an Advisor to a Student or Complainant;
- Help a Student prepare for their meeting;
- Check in with a Student during the meeting to make sure that they are comfortable and taken care of.

There are also restrictions on Advisors. Advisors may not:

- Be an individual who has a direct connection with the case (Witnesses or another named Student in an incident);
- Actively participate in the meeting;
- Present information on behalf of a Student or a Complainant;
- Function as legal counsel in the integrity formation process;
- Be an attorney unless this person is a faculty member or staff at the University; or
- Disrupt the meeting in any way. If a Conduct Administrator or Board Facilitator determines that an Advisor is disrupting a meeting, they may ask them to leave.

The Student(s) and Complainant(s) are each allowed one Advisor at a meeting.

University officials will not interact with legal counsel representing a student. University officials will interact only with the student and their parent/guardian to the degree that it is appropriate and permissible under

the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g; 34 CFR Part 99, ("FERPA"). Students must notify their Conduct Administrator or Review Board Chair at least 24 hours before the meeting if bringing an Advisor.

***Role of Witnesses***

Witnesses are individuals who have first-hand knowledge about a reported incident. Character witnesses are not permitted. Students must notify their Conduct Administrator or Review Board Chair at least 24 hours before the meeting if Witnesses will appear.

Witnesses will be present during the meeting only during the time they are providing statements and being questioned. The Conduct Administrator or Board Facilitator may determine whether non-University members or Witnesses without first-hand information about the reported incident may appear.

***Meeting Procedure***

The Conduct Administrator or Board will use the meeting as an opportunity to connect with and learn about the student and their experience at the University. The Conduct Administrator or Board will review and consider the incident report(s), complaint(s), statements and/or other relevant information or materials presented by the Students, University officials, and Witnesses to make their decisions. A Conduct Administrator will serve as the facilitator for Boards. The Conduct Administrator will determine the meeting procedure, including, but not limited to, decisions about what information may be presented, how the Witnesses will be questioned, and the manner of questioning. Board meetings may be audio recorded to create a transcript of the meeting, and the transcript uploaded as a record of the meeting as part of the Student's file. The Conduct Administrator may limit the number of persons appearing, may stop questions at any time, and may limit the scope of and time devoted to each matter of discussion during the meeting.

The meeting is an opportunity for a Student to share their experiences and engage with Conduct Administrators or Boards. However, if a Student does not participate (by not going to a scheduled meeting or refusing to engage during the meeting), the Conduct Administrator or Board may still make a decision about a Student responsibility for violations of the Code in the Students' absence. If a Student chooses not to attend a meeting and is found responsible for violating the Code, their absence and any information they could have presented during the originally scheduled meeting will not be used as "new information" for the basis of appeal. A meeting may also proceed if not all Witnesses are present.

If an alleged violation of the Code is not contained in the notification letter and the omission is discovered during the meeting, the Conduct Administrator shall notify the Dean of Students (or their designee) after the meeting to determine whether the charge should be added and the meeting reconvened.

**Step 6: Deliberation & Decision**

***Standard for Determining if a Student is Responsible for Violating the Code***
When making a decision, the Conduct Administrator or Board uses the "preponderance of the evidence" standard. Preponderance of the evidence means that a given allegation is "more likely than not" true. The Conduct Administrator or Board then evaluates of a Students' behaviors violate one or more sections of the Code.

***Deliberation***
Once a Conduct Administrator or Board has collected all of the relevant evidence, they will decide whether a Student violated the Code by determining whether or not there is a preponderance of evidence to support a finding of responsibility for the charge(s). Board deliberations will not be recorded. Boards will use a simple majority vote to make this determination in confidential deliberation. If a Student is found responsible for violation of the Code, the Conduct Administrator or Board will determine the appropriate sanctions.

In determining sanctions, the Conduct Administrator or Review Board may consider (i) the nature of the Code violation, (ii) any past Code violations by the Student, and (iii) sanctions assessed in similar cases, if any. Conduct Administrators serving as Board facilitators will offer guidance for Board sanctioning.

***Notification of Decision***
The Conduct Administrator or Board will notify a Student in writing via email of the decision and of any sanctions. The following elements should be included in the decision letter:

- Alleged violations of the Code;
- Determination of Responsibility for each violation, as indicated by the words "Responsible" or "Not Responsible";
- Description of sanctions, if any; and
- Instructions on how to appeal.

If a Student has violated a University rule or policy and is an alleged perpetrator of a crime of violence or a non-forcible sex offense as defined in FERPA, the Complainant shall also receive written notice of the outcome of the meeting.

## Section 3.3: Appeals

After the Student receives the decision letter, the Student may file an appeal by 3:30pm on the fifth (5th) business day counting from the date of the decision letter. The request for appeal must be submitted online to the Dean of Students or their designee (online appeal form). If the online appeal form is not available, a written appeal can be submitted in-person in Student Center 140 or by email to integrity@seattleu.edu. Appeals must include the case number, the Student's information, the basis for appeal, and a narrative explaining the request for an appeal

***Grounds for Appeal***
Appeals are not another opportunity for a meeting with a new decision-maker, and they are not granted based on disagreement with the original decision. Grounds for an appeal are the specific reasons a Student articulates that a case was decided incorrectly. An appeal must include and meet one of the following grounds to be successful:

- **Significant Procedural Error**: A procedural error occurred that significantly impacted the decision. A description of the error and its impact on the decision of the case must be included in the written appeal; or

- **New Information**: New information has been discovered that was not available or known to the appealing party during the student conduct process and the new information could substantially impact the findings (Note: If a student chooses not to attend a meeting, their testimony or documentary or tangible information may not be considered "new evidence" for the purpose of an appeal); or

- **Substantially Disproportionate Sanctions**: The sanctions imposed were substantially disproportionate to the violation(s).

***Review of Appeal***
On receipt of an appeal, the Dean of Students or their designee will review the appeal and determine if the request meets the one or more of the grounds for appeal. The Dean of Students or their designee may elect to meet with the Student and/or Complainant to discuss the appeal. Except in extraordinary circumstances, appeals will be resolved within thirty (30) calendar days following receipt of an appeal.

When submitting an appeal, the Dean of Students or designee may take the following actions:

a. Affirm the decision and/or sanctions;
b. Modify the decision and/or sanctions;
c. Dismiss the charge(s) in whole or in part;
d. Conduct or direct further investigation or inquiry; or
e. Undertake a combination of the actions specified in a. through d., above.

All appeal decisions under Section 3.3 of the Code are final.

## Section 3.4: Sanctions

Integrity Formation meetings are intended to educate a Student and/or organization about the impact of their decisions while taking into consideration the greater University community. Sanctions, particularly educational and developmental sanctions, should:

- Promote reflection and/or learning about the impact of decisions,
- Repair harm,
- Clarify community expectations to prevent further violations of the Community Standards,
- Assist Students as they reintegrate into the University community, and
- Ensure the ongoing safety of the University community.

Conduct Administrators and Boards decide which sanctions to issue based on the nature of the violation(s), whether the student has a record of previous violations, and what sanctions have typically been issued for students found Responsible for similar violations.

Failure to complete a sanction as assigned and/or by its due date may result in additional disciplinary action, which may include a non-compliance fine, an administrative hold on a student's account that prevents registration and/or other University business, or additional sanctions.

The following are examples of sanctions that may be imposed following the determination of a violation of the Code. Any combination of these sanctions, or other sanctions, may be imposed. Sanctions fall into three categories: Administrative, Educational and Developmental. These examples are not intended to be an exhaustive list or to limit the scope and nature of possible sanctions:

**Administrative Sanctions:** Administrative sanctions are measures that record violations of the Code of Conduct, and act as an administrative touchpoint between the University and Student when imposing sanctions. These are intended to help both the University and the Student to understand the severity of said violations.

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| **Disciplinary Warning** | A Disciplinary Warning is an official, non-academic, written notification that the student's behavior was unacceptable and violated the Code; that the action or behavior must cease; and that further misconduct could result in additional disciplinary action. A Disciplinary Warning is imposed for a specified period of time. |
| **Disciplinary Probation** | Disciplinary Probation is an official, non-academic, written notification that the student's behavior was unacceptable and violated the Code; that the action or behavior must cease; and that further misconduct could result in additional disciplinary action. Disciplinary Probation requires that the student demonstrate during a specified period of time the capability of meeting the conduct standards expected of members of the University community. During the Disciplinary Probation period, the student is ineligible to serve in leadership positions in University co-curricular activities and may be ineligible to participate in specific co-curricular activities including study abroad programs. Additional requirements or restrictions may be issued as conditions of probation. Failure to meet the requirements of probation or comply with the restrictions, or engaging in further objectionable behavior may result in additional disciplinary sanctions, such as suspension or dismissal from the University. |
| **Interim Suspension** | A student may be suspended for an interim period pending a meeting, in matters when the continued presence of the student at the University or on University premises poses a threat or risk to the health and safety of the student or to others, or to the stability and continuance of normal University functions. During the interim suspension period, the student is not permitted to attend classes or other University activities and may be prohibited from being on University premises. |
| **Suspension** | The Dean of Students or their designee, in consultation with the Office of the Provost, may suspend a student from the University for severe and/or repeated violations of the Code. Suspension involves separating a student from the University for a specified period of time, and forfeiture of |

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| | payments for tuition, fees, and room and board consistent with University policy. The University will administratively withdraw students from their classes during the quarter that the suspension takes effect, with the effective date of any suspension or interim suspension period used as the starting date for the suspension. Any class withdrawals will be noted with a "W" on the student transcript. During the suspension period, the student is not permitted to attend classes or attend or participate in other University programs and activities and may be prohibited from being on University premises. When a student has completed the suspension period, the student must submit a letter to the Dean of Students or their designee requesting reinstatement and provide evidence that the student has satisfied the terms of suspension including the satisfactory completion of all disciplinary sanctions. The student will be required to meet with a member of the Academic and Student Affairs staff to determine if re-enrollment will be granted. The student may return to the University only with the written approval of the Dean of Students or their designee. |
| **Dismissal** | Dismissal is the most serious University disciplinary action. The Dean of Students or their designee, in consultation with the Office of the Provost, may dismiss a student from the University for severe and/or repeated violations of the Code. Dismissal involves permanently separating a student from the University, the forfeiture of all rights and degrees not conferred at the time of the dismissal, and forfeiture of payments for tuition, fees, and room and board consistent with University policy. The University will administratively withdraw students from their classes, and this withdrawal will be noted with a "W" on the students transcript. The effective date for any administrative action is based on the first effective date of any interim measures taken or dismissal, whichever is first. The student's transcript will reflect that the student was dismissed for administrative reasons. |
| **Residence Hall Suspension or Dismissal** | A student may be prohibited from residing in any University owned, leased, or managed housing on either a temporary or a permanent basis, and may not enter University owned, leased, or managed housing during the period of suspension. The student may reapply for housing after the stated period of suspension. If a student is suspended or dismissed from University owned, leased, or managed housing for disciplinary reasons, the student is not entitled to a refund of room or board. |
| **Limitation or Loss of Privileges** | Limitations on University activities, programs, study abroad, facility use/access, or other privileges are imposed for a specified period of time. |
| **Parent/Guardian Notification** | Parent(s)/guardian(s) of a student may be notified when a student under the age of 21 is in violation of Alcohol and Drug Policies and/or is placed on Disciplinary Probation, any form of suspension, or dismissed from the University. |
| **Withholding Honors and Degrees** | The University may withhold awarding a degree or honors otherwise earned for a specified period, or until the completion of the integrity |

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| | formation process, including the completion of any additional sanctions imposed. |
| **Revocation of Admission and/or Degrees** | Admission to or a degree awarded from the University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to enrollment or graduation. |
| **Restitution, Fines, and/or Fees** | Restitution is compensation for loss, damage, or injury. The university may also impose fines or fees. The Conduct Administrator or Board will determine the amount and method of payment for restitution, fees, and fines. |

**Educational Sanctions:** Educational sanctions are meant to raise awareness, inform, and help Students gain knowledge about both the behaviors that occurred in a given situation and the broader context. These sanctions are often also intended to connect with educational programs or services.

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| **Educational Paper** | Educational papers invite students to engage in limited research or review of predetermined articles/books/web pages to learn about a specific topic. Students then answer a series of questions that guide further reflection and learning. |
| **Educational Workshop** | Workshops are typically in-person opportunities to learn more about a given topic. Students are invited in either a group or 1-1 meeting setting to learn about a topic from content experts and reflect on their experiences. In some cases there are fees associated with a given workshop. |
| **Online Modules** | The University partners with various online education programs to offer online modules. These modules present information in video, audio, and text form. Students typically receive confirmation that they have completed a given module, and then send this to their Conduct Administrator to confirm completion. |

**Developmental Sanctions:** Developmental sanctions are meant to encourage reflection, personal discernment, and continued growth. These opportunities are designed to meet Students where they are on their own journeys, and compliment their personal discernment experiences.

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| **Reflection Paper** | Students may be asked to reflect specifically on the incident they were involved in. Questions typically include reflective prompts, as well as an opportunity to identify strategies for success in the future. |
| **Mentorship and Persistence Meeting** | When students express a lack of connection on campus, a mentorship or persistence meeting may be an appropriate sanction. These meetings |

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| | involve 1-1 conversations with a faculty or staff member. Frequency may be anything from once per week to once per quarter. Students have a chance to make a closer connection with a member of the University community, have someone to discuss their concerns and progress, and engage with resources as issues come up. |
| **Community Engagement** | Students who express being disconnected from peers but are seeking new connection may be asked to participate in a community engagement sanction. Students are invited to participate in a variety of campus programs and submit short reflections about them. |

### Section 3.5: Time Frame

The University will resolve all complaints and reports in a prompt manner, endeavoring to do so within sixty (60) calendar days of the initial report.

Extenuating circumstances may arise that require an extension beyond 60 days. Extenuating circumstances may include, but are not limited to, the complexity and scope of the allegations and investigation, the number of witnesses involved, the availability of the parties or witnesses, the effect of a current criminal investigation, any intervening University break or holiday, or other unforeseen circumstances.

## SECTION 4: RECORDS & RELEASE OF INFORMATION

The Office of the Dean of Students is responsible for maintaining files on all integrity formation cases and for releasing information about student records in compliance with the requirements of FERPA and University policy. Integrity formation records are generally maintained for seven (7) years from the date of the final disposition of a case. Records related to suspension, dismissal, and sexual misconduct are retained permanently.

### Section 4.1: Legitimate Education Interest

The Office of the Dean of Students will inform University officials, including specific faculty or staff, about a student's involvement in an integrity formation case in those instances where the University official has a legitimate educational interest in knowing such information.

### Section 4.2: Names Not Released

Names of students being investigated or charged with Code violations will not be released, except as permitted by law or University policy.

### Section 4.3: Notification of Parent(s)/Guardian(s)

As part of a sanction, under circumstances permitted by FERPA, parent(s)/guardian(s) of a student may be notified when a student under the age of 21 is in violation of Alcohol and Drug Policies and/or is placed on Disciplinary Probation, any form of suspension, or dismissed from the University.

### Section 4.4: Professional References

Students applying for jobs, certification, or graduate programs in certain fields, professions or industries may be required to disclose whether they have been charged with or found responsible for a violation of

the Code. Upon the written consent of the student or as permitted by law, the University will respond to all such official inquiries.

### Section 4.5: Access to Records

Current and former students can request a copy of all non-confidential information contained in their student conduct record by submitting a written request to the Office of the Dean of Students. Records will be reviewed and confidential information redacted prior to their release.

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## SECTION 5: INTERPRETATION AND REVISION

The Office of the Dean of Students is responsible for maintaining, enforcing, and revising the standards of conduct contained in the Code. Any question of interpretation or application of the Code shall be referred to the Office of the Dean of Students.

The Code will be reviewed annually by University officials designated by the Office of the Dean of Students and may be revised as needed in order to maintain compliance with legal and regulatory requirements and with consideration of feedback and input from campus stakeholders.

The University will notify students of substantial changes to the Code by email.

## APPENDIX A: DEFINITIONS

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| **Academic Term** | Refers to quarters, semesters, or sessions based on the University academic program. |
| **Advisor** | A member of the Seattle University community who provides support to the Student or Complainant during the Integrity Formation process. See Section 3.2 for additional information. |
| **Appeal Officer** | The administrator designated by the Dean of Students or their designee to review any case for which a written appeal is submitted by a student in accordance with the appeal procedures described in Section 3.3. |
| **Complainant** | Any member of the University community who files a complaint or incident report that involves an alleged violation of the Code by a student or student organization. Cases initiated by a University official including Public Safety do not always involve a Complainant. |
| **Conduct Administrator** | Conduct Administrators are University officials appointed by the Dean of Students or their designee to administer conduct meetings. |
| **Conduct Record** | A record of all incidents where a student was alleged to have violated the Code. Conduct records are maintained by the Office of the Dean of Students as described in Section 4. |
| **Day** | Refers to a business day which is a day of regular University operation when offices are open (generally Monday through Friday, including academic breaks but excluding designated University holidays) unless otherwise noted. |
| **Guest** | An individual who is not a Seattle University student, faculty member, staff member, administrator, board member, or otherwise affiliated with the University in a formal capacity. A guest in the residence hall, however, is someone who is not currently assigned to live in a particular residence hall, but may be a commuting student or a student who resides somewhere else on-campus. |
| **Incident Report** | An incident report (IR) or a written complaint is used to notify the University of an alleged violation of the Code. Anyone can submit an incident report online here: https://cm.maxient.com/reportingform.php?SeattleUniv |
| **Integrity Formation** | Sometimes referred to as "Student Conduct," Integrity Formation is the process by which Students are given an opportunity to respond to and reflect on their choices and experiences within our University context. |

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| **Integrity Formation Office** | The office charged with maintaining the Code of Student Conduct and the Integrity Formation process. |
| **Integrity Formation Meeting** | Traditionally thought of as a "hearing", integrity formation meetings are opportunities for students to meet with a conduct administrator or board to discuss an allegation of misconduct. When we refer to "meetings" in this Code, we are referring to integrity formation meetings unless otherwise noted. |
| **Interim Measures** | Actions taken to promote the safety and well-being of parties, including but not limited to, changes to living spaces, on-campus employment, transportation, financial aid, academic coursework. |
| **Reporter** | Means any individual who notifies the University of an incident of alleged misconduct via one of the University reporting options, whether electronically, written, or in-person. Sometimes referred to as the "Complainant". |
| **Restorative/Transformative Justice** | Restorative/Transformative Justice takes the University goals related to social justice and puts them into action in the integrity formation setting. Our definition of restorative/transformative justice is informed by Karp's (2015) definition that considers restorative justice as a collaborative decision-making process that includes the impacted parties, Students, and others who are seeking to be in community with these individuals and promote accountability. These practices seek to (a) have Students accept and acknowledge responsibility for their actions, (b) repair the harm caused to the impacted parties and the community, (c) work to rebuild trust and community by addressing harm directly, understanding individual context, and building positive social connections, and (d) consider the ways that equity and identities impact a given situation.<br><br>This Code includes the term restorative/transformative to recognize that restorative justice seeks to repair the harm involved and transformative justice incorporates concepts of equity and liberation into the discussion. Examples include facilitated conversations, community discussion circles, educational opportunities, and dialogue sessions that consider the above factors.<br><br>Karp, D.R. (2015). *The Little Book of Restorative Justice for Colleges and Universities.* Good Books. |
| **Review Board** | Review Boards are groups of staff, faculty, and students who facilitate integrity formation meetings. There are two types of Review Boards: the Conduct Review Board (CRB) and the Organizations Review Board (ORB).<br><br>CRB and ORB members are University faculty, staff, and students who are appointed by the Dean of Students or their designee. A |

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| | Conduct Administrator will serve as Facilitator of a review board. When a review board convenes to hear a case, the Conduct Administrator will empanel at least three community members to serve as the board. |
| **Sanction** | An administrative, educational, development, restorative, or deterrent measure assigned to a Student because the Student has been found responsible for a violation of the Code. Sanctions are mandatory and failure to complete an assigned sanction as assigned may result in additional disciplinary action. See Section 3.4 for additional information. |
| **Student** | The individual who allegedly violated the Code. See Section 3.2. All individuals who are registered for at least one course at Seattle University, studying abroad or engaged in service activities, or, although not officially enrolled for a particular term, have clearly manifested intent to attend, remain in attendance, or return to the University are students. Examples include, but are not limited to, students who are enrolled, but not taking classes because of an academic break, or medical or other personal leave; students who demonstrate the intent to enroll by attending summer/fall orientation; and/or students participating in other institutions' study abroad programs. |
| **Student Organization** | Clubs and organizations registered through the Center for Student Involvement, Seattle University Athletics teams, and sport clubs registered through University Recreation, or any other group of two or more students engaged in activities related to a common interest. For the purposes of this process, Student Organization can replace "student" wherever referenced. |
| **University Community** | Seattle University students, faculty, staff, officials, alumni and advisory board members. |
| **University Official** | A University official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position; a contractor, consultant, or other outside service provider retained to provide various institutional services and functions under contract; or a person serving on the Board of Trustees. |
| **University Premises** | All land, buildings, facilities, or other property that is in the possession of or owned, used, leased, managed, or controlled by the University. Examples of University premises include classrooms, residence halls, and publicly accessible spaces on campus property. |
| **Witness** | Individuals who have first-hand knowledge about a reported incident. See Section 3.2 for additional information. |