

- v. ***Withholding Degree:*** The University may withhold awarding a degree otherwise earned until the completion of the process set forth in the student conduct code, including the completion of all sanctions imposed, if any.
- w. ***Other Sanctions:*** Additional or alternate sanctions may be created and designed as deemed appropriate to the offense with the approval of the Dean of Student Affairs or designee.

4.16. Appeals

A decision reached by a Student Conduct Administrator may be appealed by the respondent(s) or the complainant(s) to the Dean of Student Affairs within five (5) business days of the decision. Appeals must be made in writing and state the reason(s) for the appeal. The decision at each level is based on the written information provided by the Student Conduct Administrator/appeal officer, the respondent, and the complainant (if applicable) for the appeal. Appeals must be delivered in person to the Office of the Dean of Student Affairs. If the Dean of Student Affairs was the Student Conduct Administrator in a given case the appeal will be considered by the Vice Rector for Academic Affairs. Failure to submit an appeal, meeting the above requirements will result in the decision of the Student Conduct Administrator being final.

The bases for appeals are limited to the following:

- a. A procedural error or omission occurred that significantly impacted the outcome.
- b. The presentation of new information, that was previously unknown, or other relevant facts unknown or unavailable during the hearing that could sufficiently alter the decision. A summary of this new information and its potential impact upon the outcome must be included in the appeal. Failure to participate in the hearing may not be used as a basis for filing an appeal under this section.
- c. Sanctions imposed are substantially disproportionate to the severity of the violation.

4.17. Options for Appeal

Level I: Decisions of the Student Conduct Administrator may be appealed to the Dean of Student Affairs. The appeal officer may affirm, reverse, or modify the original decision regarding the violations and/or sanctions imposed. The original finding and sanction(s) will stand if the appeal is not timely or is not based on the grounds listed above. For conduct cases involving a complainant other than the University, when one party requests an appeal, the other party (parties) will be notified and given up to five business days to respond. At the conclusion of those five business days, or upon receiving appeal requests from all parties involved, a decision will be rendered within ten business days. Appeals for findings involving the Discrimination, Harassment, and Misconduct Policy start at Level II.

Level II: Decisions of the Dean of Student Affairs may be appealed to the Vice Rector for Academic Affairs, within five business days following the above outlined procedures. The Vice Rector for Academic Affairs or designee will render a decision within ten business days. Decisions of the Vice Rector for Academic Affairs are final from the perspective of the University.

Level III: A respondent or complainant may request a discretionary review of the Level II appeal decision by the University Rector. The Rector has discretionary authority to grant or deny the request to review the decision. When the Rector decides to review the Level II appeal, the Rector's decision becomes the final decision of the University.

4.18. Failure to Complete Sanctions

Respondents are expected to comply with conduct sanctions within the time frame specified. Failure to do so may result in additional sanctions including, but not limited to, a hold on their university account. A hold placed on a student's university account will affect their ability to register for classes, obtain official transcripts, and/or graduate. All sanctions must be satisfied prior to restoring eligibility of reenrollment.

4.19. Student Conduct Records

All conduct records are maintained by the University for seven years and will not be disclosed after that except for:

- a. Violations that result in suspension or expulsion;
- b. Incidents that allege a violation of the Discrimination, Harassment, and Sexual Misconduct Policy
and/or,
- c. Data used for aggregate statistical purposes.

Student conduct records will be disclosed only in accordance with the Student Records policy.

4.20. Training

The Dean of Student Affairs or designee will conduct annual training on the student conduct process with Student Conduct Administrators, Conduct Board members, and those deemed appropriate or required by law. Training will be conducted in a manner that is consistent with the provisions of the Student Conduct Code.

4.21. Revisions

The Student Conduct Code will be comprehensively reviewed at the direction of the Dean of Student Affairs no less than once every five years. The Dean of Student Affairs may make minor modifications to procedures that do not materially change the process. The Dean of Student Affairs may change material procedures with notice (on the University's policy website, with appropriate date of effect identified) upon determining that changes of law or regulation require said changes. Procedures in effect at the time the allegation is made will apply. Policy in effect at the time of the offense will apply even if the policy is changed subsequently, unless the parties consent to be bound by the current policy or applicable law requires otherwise.