

June 15, 1999

EXECUTIVE MEMORANDUM NO. 99-3

TO: Senior Vice President/Executive Vice Chancellor
Senior Vice Presidents/Chancellors
Senior Vice Presidents
Vice Presidents
Secretary of the Board of Regents

SUBJECT: New Executive Policy E7.205: Systemwide Student Disciplinary Sanctions

I am hereby officially promulgating a new Executive Policy E7.205, "Systemwide Student Disciplinary Sanctions." It is available on the World Wide Web. This policy addresses the application of systemwide student disciplinary sanctions for egregious violations of University of Hawai'i campus student conduct codes. The policy was developed in consultation with system campuses and has been reviewed by University General Counsel Kirititsu and staff.

Please distribute the policy to appropriate offices. Your support and assistance in seeing that this policy is followed will be appreciated.

Kenneth P. Mortimer
President, University of Hawai'i and
Chancellor, University of Hawai'i at Mānoa

Enclosure

UNIVERSITY OF HAWAI`I

EXECUTIVE POLICY - STUDENT AFFAIRS

June, 1999

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E7.205 Administrative Policy and Procedures Governing
 Systemwide Student Disciplinary Sanctions

I. INTRODUCTION

The safety of the University community and integrity of its academic standards are critical to the functioning of the University of Hawai`i. Students who have been found guilty of severely and/or repeatedly violating any University of Hawai`i campus student conduct code may be subject to additional systemwide disciplinary sanctions. Thus, a student suspended or expelled from one campus may result in the student being ineligible to attend other campuses of the University of Hawai`i.

II. OBJECTIVES

The objectives of this Executive Policy are to:

- (1) Recognize the importance of the University to help protect the safety of its students, staff and faculty, and ensure the integrity of its academic processes.
- (2) Provide procedures which recognize both institutional and individual rights and responsibilities in the application of systemwide student disciplinary sanctions.

III. POLICIES/PROCEDURES

- (1) A campus, upon conclusion of its student conduct code procedures, may recommend that the sanctions of suspension or dismissal be considered for application across all or specified other University of Hawai`i campuses. Such recommendations would normally involve particularly egregious violations of the student conduct code in which the presence of the student on a campus of the University of Hawai`i would raise concerns for the safety of campus members. Egregious cases of harassment or assault may be examples of such situations.

In rare instances, systemwide disciplinary sanctions may also result from academic misconduct. Repeated instances of academic misconduct which clearly evidence the students refusal to accept and abide by principles of academic honesty and integrity may also be forwarded for systemwide disciplinary consideration.

- (2) The campus Provost/Chancellor shall, within ten working days of the conclusion of campus proceedings, submit a recommendation for systemwide disciplinary sanctions to a systemwide disciplinary review committee. This committee shall be comprised of the Vice President for Student Affairs (Chair), Vice Chancellor for Student and Community Affairs and a student representative drawn from the student caucus.

Within ten working days of receiving a recommendation, the committee chair shall notify the student that a recommendation

for systemwide disciplinary sanction has been made and schedule a committee hearing, at which time the student will have the opportunity to present his/her case should the student desire.

Within five working days of the hearing, the committee shall issue a finding.

A "cause" finding will result in the application of the individual campus sanction across all or specified other University of Hawai'i campuses. In cases of suspension, the term of suspension shall also apply at all or specified other campuses of the University of Hawai'i. In cases of expulsion, the student shall be deemed inadmissible at all or specified other campuses of the University of Hawai'i for an indefinite period. Conditions for readmission, if any, shall be stated. Readmission will be granted by the Vice President for Student Affairs.

A "no cause" finding will result in no systemwide sanction. However, the individual campus sanction(s) shall remain in effect.

- (4) Appeals of committee findings may be made to the President or designee. Appeals shall be submitted in writing, within five working days of receipt of the committee's decision. The President or designee shall review the case and issue a finding within ten working days of receipt of an appeal. This decision is final within the University of Hawai'i.

IV. ADMINISTRATIVE PROCEDURES

- (1) The Vice President for Student Affairs and Chancellors shall ensure that appropriate notification of systemwide sanctions occur and are enforced.