

LINFIELD UNIVERSITY HEARING BOARD

In order to provide equity and efficiency in the administration of conduct procedures, the following guidelines for the operation of the Linfield University Hearing Board have been created. These guidelines should be interpreted in the light of the philosophy and procedures stated above.

Procedures

The hearing shall be conducted in accordance with the following general format:

1. The chair of the Linfield University Hearing Board shall inform the student of the procedure to be followed at the hearing.
2. The chair shall then read the charges against the student and shall ask the student if they understand the charges and whether or not they concur with them. If the student concurs, the Council shall then consider the charges as accurate and hear any information which the student may present in mitigation or explanation.
3. If the student does not concur, the Board shall then hear the evidence in support of the charges. After presentation of the evidence in support of the charges the student shall have the opportunity to:
 - a. Present evidence in refutation of any or all the charges.
 - b. Present any other relevant information.
 - c. Question witnesses testifying in support of the charges.
4. The student may ask questions of the Hearing Board members. Members may ask questions of the student charged as well as of any witness testifying at the hearing.
5. The student and all other non-members of the council will be excused, except the Dean of Students who is to be consulted concerning penalty.
6. The Board will deliberate and formulate its findings and recommendations based on a preponderance of the evidence standard.

Post Hearing

The findings and recommendations of the Board will be presented in writing to the Dean of Students within 72 business hours. Students are obligated to pick up the results of the hearing from the Dean of Students office, Melrose 108, within 72 business hours of the hearing. If the student does not meet this obligation, the results will be e-mailed to the student.

Findings and Recommendations

After hearing a case, the Board may decide as follows:

1. Not responsible for a violation: No violation of a regulation has been proved.
2. Responsible for a violation: A violation of a regulation has been proved. In this case, the Council may impose a number of sanctions, individually or in a combination, including:
 - a. warning: an official reprimand in writing, delivered to the student and placed in the student's file.
 - b. probation: a condition that stipulates that any further violations of regulations may result in a suspension. The length of probation will be specified.

- c. probation with terms: a condition that adds to regular probation stipulations that may deny the student certain privileges or requires certain action of the student.
- d. restitution or reimbursement: for damages or misappropriation of property.
- e. fines: monetary penalties billed to the student's account or otherwise specified.
- f. assigned work: educational exercises or physical labor.
- g. recommendation for suspension: separation from the University for a definite or indefinite period of time.
- h. recommendation for expulsion: permanent separation from the University.
- i. other action that may seem appropriate for any given case.

Sanctions against groups include those listed above in a-f, i, and deactivation: loss of all privileges, including University recognition, either temporarily or permanently.

Responsibilities of the Chairperson

The chairperson of the Linfield University Hearing Board has the following responsibilities:

- To decide all procedural matters during the hearing in accordance with established written guidelines and normal due process.
- To control the conduct of the hearing with the authority to exclude any person who refuses to comply with the rules or determinations of the chairperson.
- To prepare or cause to be prepared in writing the findings and recommendations of the Board, and to deliver them to the Dean of Students within 72 business hours of the hearing.