Student Conduct Board

The Student Conduct Board reviews appeals and cases involving alleged violations of the university’s behavioral expectations.

1. Membership
   (a) The Student Conduct Board shall consist of twelve (12) members: ten (10) voting members and one (1) non-voting chairperson. Additionally, the Dean of Student Services is ex-officio and also non-voting. Furthermore, the breakdown will consist of:
      i. Seven (7) shall be degree-seeking students designated pursuant to the procedure set out in Selection of Board Members. The terms of the student members shall be two years and should be staggered so that not more than four (4) students would normally be replaced in any year.
      ii. Three (3) should be full-time members of the teaching faculty each from a different college of the University who shall serve for terms of two years, so staggered that not more than two (2) members would normally be replaced in any year. Faculty members shall be nominated by the faculty senate executive committee.
      iii. One (1) shall be a member of the administration nominated by the staff assembly and appointed by the president to serve two years. This individual shall be the non-voting chair as described above. Should the chair be absent, a faculty member or administrator shall act as chair.
      iv. Persons shall not be barred from serving successive or subsequent terms.
   (b) Any member of the Student Conduct Board may be replaced should they be unable or unwilling to participate fully in board training, reviews, or other scheduled activities.
      i. Student membership will be reviewed and a student member may be removed if they are found responsible for a violation of the student conduct code.
      ii. Any decision about replacing a member will be left to a board vote coordinated by the chairperson. Respective quorum rules apply as they would for any review decision.
      iii. New members shall be selected in a process that models the original selection process.

2. Jurisdiction
   (a) Any case referred to the Student Conduct Board by the vice president or appealed by a charged party who has had a decision rendered against him/her in an administrative review, may be reviewed by the Student Conduct Board.
   (b) The board shall have the authority to render a decision in cases in which written and timely appeals have been submitted by the charged party from a decision of the initial administrative review. The board may sustain or modify the decision of the previous review in whatever way it deems appropriate, including either increasing or reducing the sanctions.
   (c) Appeals submitted at the end of the spring semester may be reviewed and decided by the Vice President for Student Affairs. The vice president may make any change he/she feels is appropriate, including remanding the case to the prior decision maker. In most cases the vice president will base his/her decision on the written record and letter of appeal.

University Appeals Board

The University Appeals Board reviews appeals involving alleged violations of the university’s academic integrity policy.

1. Membership
   (a) The University Appeals Board shall consist of eleven (11) members: nine (9) voting members and one (1) non-voting chairperson. Additionally, the Dean of Student Services is ex-officio and also non-voting. Furthermore, the breakdown will consist of:
      i. Five (5) shall be degree-seeking students designated pursuant to the procedure set out in Selection of Board Members. The terms of the student members shall be two years and should be staggered so that not more than three (3) students would normally be replaced in any year.
      ii. Four (4) should be full-time members of the teaching faculty each from a different college of the University who shall serve for terms of two years, so staggered that not
more than two (2) members would normally be replaced in any year. Faculty members shall be nominated by the faculty senate executive committee.

iii. One (1) member shall be a member of the administration and shall be appointed by the president to serve two years. Should the chair be absent, a regular faculty member or administrator shall act as chair.

iv. Persons shall not be barred from serving successive or subsequent years.

(b) Any member of the University Appeals Board may be replaced should they be unable or unwilling to participate fully in board training, reviews, or other scheduled activities.

i. Student membership will be reviewed and a student member may be removed if they are found responsible for a violation of the student conduct code.

ii. Any decision about replacing a member will be left to a board vote coordinated by the chairperson. Respective quorum rules apply as they would for any review decision.

iii. New members shall be selected in a process that models the original selection process.

2. Jurisdiction
   (a) The University Appeals Board shall have jurisdiction to determine all timely appeals involving charges of academic dishonesty.

   (b) The board shall have the authority to render a decision in cases in which written and timely appeals have been submitted by the charged party from a decision of the dean of his/her college. The board may sustain or modify the decision of the previous review in whatever way it deems appropriate, including either increasing or reducing the sanctions.

   (c) Appeals submitted at the end of the spring semester will be attended to in the summer if a quorum of the board can be achieved. It may be necessary to resolve some academic integrity appeals early in fall semester.

Selection of Student Board Members

1. The student members of the Student Conduct Board and the University Appeals Board shall be recommended by a selection committee, organized and appointed by the student government association president and advised by the Dean of Student Services according to the following process:

   (a) Interested students may apply for a conduct board position. (Application materials are located on the student conduct website (www.butler.edu/student-conduct) in the fall of each academic year. The student government association shall solicit applicants for the open positions on the boards for two (2) consecutive assembly meetings. The names of nominees will be sent to the selection committee who will in turn contact nominees and encourage their application.

   (b) From this list, the selection committee shall interview any qualified candidates to ascertain their qualifications and select the number needed to fill vacancies.

   (c) The slate of the students selected to fill these positions will be returned to the student government assembly for final approval. The proposed candidate slate will be voted on and must receive three-fourths of the assembly’s vote to be approved. In the event the proposed candidate slate fails to be approved by the assembly, the selection committee will re-start the process until an acceptable slate of candidates is approved by that body.

   (d) Both the selection committee and the student government association shall seek to make the boards representative of the student population.

   (e) Members of the selection committee shall not be eligible to serve on either the campus Student Conduct Board or the University Appeals Board.

   (f) Members are not selected to serve on either of the boards, specifically. They may hear cases that come before either board.

   (g) The selection process for new board members will generally be completed by October 1.
Selection of Faculty Board Members

1. Faculty members are appointed to serve on boards by the Faculty Senate according to the Faculty Senate’s committee appointment guidelines.

   (a) Faculty members are not selected to serve on a specific board. They may hear cases that come before either board.