

REG 11.30.03
Student Conduct Disciplinary Procedures

Authority: Vice Chancellor for Student Affairs

History:

- First Issued: Prior to 2005
- Revised: May 31, 2012; June 11, 2012, November 19, 2013, February 16, 2016
- Last Revised: January 31, 2023

Related Policies:

- [UNC Policy Manual, *The Code*, Section 502 D\(3\) – Relation of the Chancellor to the Constituent Institutions](#)
- [UNC Policy Manual, *The Code*, Section 608 – Students’ Rights and Responsibilities](#)
- [UNC Policy Manual 700.4.1 – Minimum Substantive and Procedural Standards for Student Disciplinary Proceedings](#)
- [UNC Policy Manual 700.4.1.1\[R\] – Regulation Applicable to Student Disciplinary or Conduct Procedures: Rights to an Attorney or Non-Attorney Advocate for Student and Student Organizations](#)
- [NC General Statute §116-34\(a\) – Duties of chancellor of institution](#)
- [NC General Statute §116-40.11 – Disciplinary proceedings; rights to counsel for students and organizations](#)
- [Family Educational Rights and Privacy Act \(FERPA\)](#)
- [POL 02.05.05 - Academic Honor Code Policy](#)

Contact Information: Director of Student Conduct, 910.521.6851

1. PURPOSE

1.1 Student conduct disciplinary procedures at UNC Pembroke are designed to address violations of disciplinary or conduct rules in a manner that prioritizes student development and education. While disciplinary procedures may result in the imposition of sanctions in appropriate cases, the primary objectives of these disciplinary procedures are to uphold honor, integrity, and personal responsibility and to promote student learning, safety, health, and wellbeing.

1.2 This emphasis upon student education and growth as the primary objectives of the disciplinary procedures distinguish these processes from criminal or civil legal proceedings. Consistent with these student learning and development objectives, disciplinary procedures at UNC Pembroke reflect community values, university policies, and Board of Governors standards; and provide for the respect and consideration of all participants.

1.2.1 Disciplinary Procedures are not subject to the federal Rules of Evidence or the Rules of Civil Procedure. As a result, information that might be deemed “hearsay” or is otherwise inadmissible during a formal legal proceeding might be considered by the administrator or Conduct Hearing Board.

2. INITIATION OF DISCIPLINARY PROCEEDINGS

2.1 The University of North Carolina at Pembroke is an educational institution. At educational institutions, disciplinary proceedings do not follow the same procedure used in courtrooms. The university shall have the burden to prove responsibility by a preponderance of information. Preponderance of information shall be interpreted as a person being held responsible based upon information/evidence (that information/evidence which is more likely than not) presented from which any reasonable person would conclude that a violation of the Code of Conduct had occurred. The purpose of the student discipline process is to maintain a healthy community where shared values, expectations, and behavioral standards set by the campus community are enforced. Students share in the responsibility for maintaining an environment in which the rights of each member of the university community are respected. The goal of the university discipline process is to provide all students with a fair and just system of adjudication.

2.2 Under the direction of the chancellor, the vice chancellor for Student Affairs has primary responsibility and authority for the administration of student discipline. Further delegation of this authority may be made by the vice chancellor for Student Affairs to other individuals and/or other disciplinary bodies such as the Conduct Hearing Board (CHB).

3. FILING COMPLAINTS

3.1 Any academic or administrative official, faculty or staff member, or student may file a written complaint with the Office of Student Conduct against any student or any student organization for misconduct.

3.2 While action on a complaint of violating a university policy is pending, the status of the student shall not be altered, except for reasons outlined in Section 19.5 (Interim Suspension) of this policy.

4. PRESUMPTION OF INNOCENCE

4.1 Any student or student organization charged with an infraction of the Code of Conduct shall be presumed innocent until proven responsible by a preponderance of information.

5. PRELIMINARY INVESTIGATION

5.1 When the director of Student Conduct receives information that a student or student organization has allegedly violated university policies or local, state, or federal law, the director of Student Conduct or his/her designee shall investigate the alleged violation. After completing a preliminary investigation, the director of Student Conduct or his/her designee may:

5.1.1. find no basis for the complaint and dismiss the allegation as unfounded;

5.1.2. Provide the student or student organization with a Pre-Hearing Packet of Information to review and provide them with the choice of selecting an administrative or board hearing.

6. OPTIONS FOR RESOLUTION OF DISCIPLINARY CHARGES FOR INDIVIDUAL STUDENTS

6.1 Plead not responsible to the charge(s) and request an administrative hearing before the director of Student Conduct or his/her designee where determination of responsibility will be made. The director of Student Conduct or his/her designee may elect not to hear the case. The case would then be heard by the CHB. If the student is held responsible by the administrative hearing officer, an appropriate sanction will be determined.

6.2 Plead not responsible to the charge(s) and have a hearing before the CHB where a determination of responsibility will be made. If the student is held responsible by the CHB, an appropriate sanction will be determined.

6.3 Plead responsible to the charge(s) and request an administrative hearing before the director of Student Conduct or his/her designee to determine an appropriate sanction. The director of Student Conduct or his/her designee may elect not to hear the case. The case would then be heard by the CHB.

6.4 Plead responsible to the charge(s) and request that the CHB determine an appropriate sanction.

6.5 A student choosing an administrative hearing has a right of appeal to the Dean of Students or their designee(s) and then to the vice chancellor for Student Affairs or his/her designee(s).

6.5.1 All alleged Code of Conduct violations by a student occurring one week prior to exams and going through exam week will be heard administratively and the student will have the right to two levels of appeal with the Dean of Students or their designee(s) and then to the vice chancellor for Student Affairs or his/her designee(s) **or** they could defer a chosen CHB hearing to the beginning of the following semester and have the right to two levels of appeal with the CAB and then to the vice chancellor for Student Affairs or his/her designee(s).

6.6 If a student requests an administrative hearing before the director of Student Conduct or their designee, the student may waive all or part of the written notice requirements that follow. The student may also waive the number of days specified from the original date of the charge(s) and proceed with the hearing. If the student chooses an administrative or board hearing, the director of Student Conduct or their designee shall provide them with the following:

6.6.1. a written notice of the charge(s) and an outline of rights. In the event that additional charges are brought, a further written notice must be forwarded to the student in accordance with Section 8 (Disciplinary Correspondence) of this policy;

6.6.2. a review of all available information, documents, exhibits, and a list of witnesses that may testify against him/her. This is a continuing obligation of the complaining party and the director of Student Conduct or his/her designee;

6.6.3. a choice to elect not to appear at the hearing. The hearing shall be conducted in the student's absence;

6.6.4. a written notice of the date, time, and place of the hearing forwarded to the accused at least five (5) calendar days prior to the hearing. Unless the student waives all or part of the notice, the formal hearing will not be held less than five (5) calendar days from the date of the original charge letter; and

6.6.5. in cases of serious violations (a violation which the possible sanctions include suspension or dismissal) a written notice of the formal charges must be provided to the student. The hearing date for these charges may not be scheduled for at least ten (10) calendar days prior to the hearing unless the student waives all or part of the notice.

6.6.6. a Pre-Hearing Packet of Information where all of these rights, responsibilities, and procedures are explained.

7. PRE-HEARING PACKET PROVIDED TO STUDENT OR STUDENT ORGANIZATION

7.1 Should a student not appear when requested by the director of Student Conduct or his/her designee, the director of Student Conduct or his/her designee may formally summon a student to appear for a conference in connection with an alleged violation.

7.2 The letter shall direct the student to appear at a specified time and place not less than three (3) calendar days after issuance of the letter. The letter shall also describe briefly the alleged violation.

7.3 If an accused student fails to respond to **the provided Pre-Hearing Packet of Information**, the accused student forfeits the aforementioned options stated in Sections 6.6.a. through 6.6.e. and will be notified by certified letter, sent at least **five (5)** calendar days prior to a hearing before the director of Student Conduct or his/her designee, or, at the option of the director of Student Conduct, the CHB. At this hearing, a decision of responsible or not responsible will be made based on available information, with or without the accused student. If the student fails to attend the hearing, all allegations against the student shall be deemed to be denied by the student. When appropriate, a sanction will be determined and the student will be notified in writing.

8. DISCIPLINARY CORRESPONDENCE

8.1 All disciplinary correspondence will be sent to the student's campus email account via Maxient (conduct database) and/or via university email from the director of Student Conduct or his/her designee; to the student's campus post office box (for on-campus residents) by certified mail, return receipt requested; and to the permanent address of record for commuter students by certified mail, return receipt requested. The university reserves the right to use other reasonable means to notify students.

9. CONDUCT HEARING BOARD (CHB)

9.1 The CHB shall become involved when a student requests a hearing before the CHB or when a case is referred by the director of Student Conduct or his/her designee. The CHB is a board of the chancellor composed of faculty, staff, and student members. The director of Student Conduct or his/her designee serves as the advisor to the CHB.

9.2 A quorum shall consist of any three (3) individuals (**not** to include the chair) selected from the pool of members, which includes:

9.2.1. a minimum of five (5) students recommended by the president of the student body. Interested students may be recommended by university departments, or may apply to the Office of Student Conduct for selection for consideration by the chancellor. Students that are recommended and/or selected will be appointed by the chancellor;

9.2.2. a minimum of five (5) faculty members recommended by the faculty senate chair and appointed by the chancellor; and

9.2.3. a minimum of five (5) administrative members recommended by the vice chancellor for Student Affairs and appointed by the chancellor.

9.3 The chair(s) of the CHB shall be recommended by the vice chancellor for Student Affairs, appointed by the chancellor and is a non-voting member, except when there is tie vote or absentia.

9.4 Selection of Conduct Hearing Board members

9.4.1 The students recommended by the president of the Student Government Association for appointment to the CHB are selected through a campus-wide application process.

9.4.2 CHB members will be appointed by August 15 each year. Appointments are for one (1) year. CHB members may be reappointed by the chancellor.

9.4.3 Vacancies occurring during the course of the year will be filled by the chancellor.

9.4.4 Members of the CHB become active members only after they have been trained by the Office of Student Conduct.

9.5. Jurisdiction of Conduct Hearing Board

9.5.1 The CHB may have, at the request of the student, original jurisdiction in disciplinary cases.

9.5.2 The CHB may have, upon referral by the director of Student Conduct or his/her designee, original jurisdiction in disciplinary cases.

10. PROCEDURAL STANDARDS FOR CONDUCT HEARINGBOARD CASES

10.1 All matters upon which the decision may be based must be introduced into the informational packet at the hearing before the CHB. The decision shall be based solely upon such matters and must be supported by the information. Any student charged with an infraction shall be presumed not responsible until proven responsible by a preponderance of the information.

10.2 All information will be admitted except that which is irrelevant or repetitious or which is obtained in violation of search and entry provisions. The CHB will be the sole judge of admissibility of information.

10.3 CHB records are maintained in the Office for Student Affairs and are confidential and may be released only with the consent of the accused student.

10.4 No member of the hearing body who has a personal interest in the particular case may sit in judgment during the proceedings. In such cases in which a member cannot serve due to a conflict of interest, an alternate member will serve for the duration of the hearing.

10.5 In an effort to maintain the environment described in Section 1.1 of this document, questioning of witnesses will be conducted in the following manner: Questions will be posed to the chair of the Conduct HearingBoard (CHB) and if the question is deemed appropriate and relevant the chair of the CHB will instruct the witness to answer the question posed. The chair of the CHB will, if necessary, repeat the question for the witness.

11. HEARINGS BEFORE THE CONDUCT HEARING BOARD

11.1 Prior to a hearing, the accused student is entitled to:

11.1.1. a written notice of the charge(s) and an outline of rights. In the event that additional charges are brought, a further written notice must be forwarded to the student;

11.1.2. a review of all available information, documents, exhibits, and a list of witnesses that may testify against him/her. This is a continuing obligation of the complaining party and the director of Student Conduct or his/her designee;

11.1.3. a written notice of the date, time, and place of the hearing forwarded to the accused at least five (5) calendar days prior to the hearing, unless the student waives all or part of the notice. The formal hearing will not be held less than five() calendar days from the date of the original charge letter, unless the student charged waives the limit; and/or

11.1.4. a pre-hearing interview with the director of Student Conduct or his/her designee where all these rights, responsibilities, and procedures are explained.

11.2 In cases of serious violations (a violation which the possible sanctions include suspension or dismissal) a written notice of the formal charges must be provided to the student. The hearing date for these charges may not be scheduled for at least ten (10) calendar days prior to the hearing unless the student waives all or part of the notice.

12. DUTIES OF THE CONDUCT HEARING BOARD

12.1 In those cases in which the accused student disputes the facts upon which the charges are based, such charges shall be heard and determined by the CHB. The CHB will:

12.1.1. rule on the admissibility of information, motions, and objections to procedures;

12.1.2. set forth finding of facts;

12.1.3. render a written decision as to the accused student's responsibility or non-responsibility for the charges;

12.1.4. determine the penalty, if any; and

12.1.5. provide the vice chancellor for Student Affairs with a copy of the decision.

13. DUTIES OF THE DIRECTOR OF STUDENT CONDUCT

13.1 The director of Student Conduct or his/her designee shall:

13.1.1. consult the CHB in setting the date, time, and place of the hearing; and

13.1.2. notify the student of the date, time, and place of the hearing. The letter shall specify a hearing date not less than five (5) calendar days after the date of the receipt of the letter. A student may request in writing that an earlier date be set, if feasible. The CHB, for good cause, may postpone the hearing and notify all interested persons of the new hearing date, time, and place.

13.2 A letter mailed under paragraph 13.1.b. shall:

13.2.1. direct the student charged to appear at a date, time, and place specified;

13.2.2. advise the student of his/her rights. Those rights are:

13.2.2.1 to appear in person, hear all testimony, present any relevant information on his/her behalf, call witnesses, and ask questions (see paragraph 10.5) of any person present at the hearing;

13.2.2.2 to elect not to appear at the hearing. The hearing then shall be conducted in the student's absence;

13.2.2.3 to refuse to answer any questions or make a statement – however, the hearing authority then shall make its decisions solely on the basis of information introduced at the hearing;

13.2.2.4 to know the identity of witnesses who will testify against him/her;

13.2.2.5 to question each witness (see paragraph 10.5) who will testify against him/her for the purpose of clarification;

13.2.2.6 to have all statements, information, or comments given during the hearing held in strictest confidence by members of the board before, during, and after deliberation. Only those faculty and staff with an educational need to know will be informed of the outcome. The chairperson will exercise control over the hearing to avoid needless consumption of time, to avoid repetition of information, and to prevent the harassment or intimidation of participants;

13.2.2.7 to have hearings conducted in an informal manner where technical rules of evidence will not be applied. The taking of statements of witnesses may be done by discussion, though each witness shall be subject to cross-examination (see paragraph 10.5). Witnesses (except for the accused) shall be present during the hearing only during the time they are testifying. While written statements are admissible, no one shall be found responsible who has not had the opportunity to testify, to present evidence and witnesses, and to hear and question adverse witnesses;

13.2.2.8 to have a summary of the hearing record; and

13.2.2.9 to appeal.

13.2.3. contain the name of the person appointed to act as chair of the CHB;

13.2.4. contain the names of witnesses who will testify against the student and a description of evidence and charges that will be offered against him/her;

13.2.5. contain a copy of the complaint; and

13.2.6. notify the charged student that the director of Student Conduct or his/her designee may question a student testifying on the defendant's behalf or question the defendant if he/she testifies on his/her behalf.

13.3 If a student fails, without good cause, to comply with the letter sent under this section, the CHB may proceed with the hearing in the student's absence.

14. REPRESENTATION DURING DISCIPLINARY PROCEDURES

14.1 In accordance with North Carolina General Statute §116-40.11[1], students and student organizations at UNC Pembroke who have been accused of a violation of disciplinary or conduct rules may be represented, at the student's expense, by a licensed attorney or a non-attorney advocate during any disciplinary procedure except when the violation:

14.1.1. will be heard by a Student Honor Court; or

14.1.2. is an allegation of [academic dishonesty](#), as defined by UNC Pembroke.

14.2 When scheduling disciplinary procedures, UNC Pembroke will make reasonable efforts to accommodate a licensed attorney or non-attorney advocate. However, the availability of students or student organization members; witnesses; the designated administrator, panel members, or board members assigned to the matter; and other necessary participants may take priority when determining the date and time for a disciplinary procedure.

14.3 Nothing in this policy shall be construed to create a right to be represented during a disciplinary procedure at public expense.

14.4 In order for a licensed attorney or non-attorney advocate to represent a student or student organization in a disciplinary procedure, the student or student organization must provide the Office of Student Conduct with the three (3) documents described below. These three (3) documents must be submitted three (3) business days prior to the scheduled hearing.

14.4.1 Notice of Representation

14.4.1.1 Students and student organizations that plan to have a licensed attorney or non-attorney advocate represent them during a disciplinary procedure must notify the Office of Student Conduct in writing of the attorney's or advocate's planned participation in a disciplinary procedure. This notice must specify:

14.4.1.1.1. the identity of the licensed attorney or non-attorney advocate;

14.4.1.1.2. whether the individual is a licensed attorney or a non-attorney advocate; and

14.4.1.1.3. an address, telephone number, and email address where the licensed attorney or non-attorney advocate can be reached.

14.4.2 FERPA Authorization

14.4.2.1 In order for a licensed attorney or a non-attorney advocate to represent a student or student organization during a disciplinary procedure or to speak with an official of the Office of Student Conduct regarding the student or the members of a student organization, the student must complete and submit a written authorization that meets the requirements of a valid consent as specified by the Family Educational Rights and Privacy Act (FERPA).

14.4.2.2 Even if a student executes a valid FERPA consent authorizing the licensed attorney or non-attorney advocate to receive information or documents regarding the student, UNC Pembroke shall at all times correspond directly with the student or student organization. It is the student's or student organization's responsibility to communicate and share information with a licensed attorney or non-attorney advocate.

14.4.3 Certification by Licensed Attorney or Non-Attorney Advocate

14.4.3.1 Students or student organizations that plan to have a licensed attorney or non-attorney advocate represent them during a disciplinary procedure must submit a certification form signed by the licensed attorney or non-attorney advocate stating that the licensed attorney or non-attorney advocate has read in their entirety and understood the following documents:

14.4.3.1.1. Section IV of the UNCP Student Handbook for the current academic year; and

14.4.3.1.1. Section [700.4.1.](#) of the UNC Policy Manual.

14.5 Licensed attorneys or non-attorney advocates may fully participate in disciplinary procedures only to the extent afforded to the student or student organization they represent. Additionally, licensed attorneys and non-attorney advocates may not delay, disrupt, or otherwise interfere with a disciplinary procedure.

14.6 An attorney or other individual representing UNC Pembroke may participate in disciplinary procedures in which a licensed attorney or non-attorney advocate represents a student or a student organization.

15. HEARING PROCEDURE

15.1 The CHB shall proceed generally as follows during the hearing:

15.1.1 conduct hearings shall be closed to the public;

15.1.2. the chair of the CHB reads a complaint and informs the charged student of his/her rights, and asks the student whether he/she pleads responsible or not responsible to the charge(s) before the CHB;

15.1.3. the director of Student Conduct or his/her designee presents the university's case;

15.1.4. the student presents his/her defense;

15.1.5. the director of Student Conduct or his/her designee and the student defendant present rebuttal evidence and arguments;

15.1.6. the CHB deliberates and decides the issue of responsibility or non-responsibility;

15.1.7. if the CHB finds the charged student responsible, the director of Student Conduct or his/her designee and the charged student may present evidence and arguments on an appropriate penalty;

15.1.8. the CHB deliberates and determines an appropriate penalty (when the sanction is expulsion, please see expulsion regulation, [Section IV, Rights and Responsibilities](#), of the UNC Pembroke Student Handbook.)

15.1.9. the CHB renders a written decision as to the accused student's responsibility or non-responsibility of charges. The decision states the penalty, if any, and procedures for appeal; and

15.1.10. the accused student, the vice chancellor for Student Affairs, the associate vice chancellor for Student Affairs, and the director of Student Conduct shall each be given a copy of the decision.

16. HEARING RECORD

16.1 The hearing record is confidential and consists of:

16.1.1. a copy of the notice forwarded to the student;

16.1.2. a written summary of the hearing together with other material considered by the CHB; and

16.1.3. the decision(s) of the CHB.

17. APPEAL OF CONDUCT HEARING BOARD DECISION (FIRST LEVEL)

17.1 In the event that a charged student disagrees with a finding of responsible or sanction of the CHB, the charged student may request an appeal within forty-eight (48) hours after notification of the decision by obtaining a Request for Appellate Consideration form from the Office of Student Conduct and then submitting said form to the director of Student Conduct. She/he will submit the appeal to the CAB within forty-eight (48) hours for prompt consideration. Original sanctions (except summary suspension) are normally put into effect only after the CAB makes a decision. The CAB has the authority to approve, reject, or modify sanctions. It may impose less severe sanctions as well as more severe sanctions. The decision of the CAB may be appealed to the chancellor or his/her designee by completing the Request for Appellate Consideration form.

17.2 The CAB shall be composed of the chair of the faculty senate **or their designee** who will serve as chair of the CAB, the president of the student body **and** his/her designee from the SGA Executive Board, one faculty member **and alternate(s)** recommended by the faculty senate chair, and one university staff member **and alternate(s)** recommended by the vice chancellor for Student Affairs. The faculty and staff members will be appointed by the chancellor.

17.3 A quorum shall consist of any three (3) members, **not** including the chair.

17.4 The function of the CAB is that of reviewing the action of the CHB to determine if: (1) An alleged violation of the rights guaranteed the accused has occurred; (2) the sanctions and/or conditions of sanctions are extraordinarily disproportionate to the violation(s); and/or (3) discovery of new and significant information that would have affected the outcome of the hearing and that was not known, or could not reasonably have been discovered and/or presented at the time of the hearing.

(when the sanction is expulsion, please see expulsion regulation, Section IV, Rights and Responsibilities of the UNC Pembroke Student Handbook.)

17.5 The CAB shall receive the petition from a student choosing to appeal the decision of a CHB hearing. Such petition shall be submitted to the chair of the CAB through the office of the director of Student Conduct, explaining in detail the reasons for the student's appeal and specifying the ways in which he/she believes the procedures or actions of the administrative hearing officer have violated his/her rights.

17.6 Upon receiving a petition, the CAB shall obtain the record of the CHB. Such record shall include relevant documents and the reasons supporting the disciplinary action.

17.7 With this information, the CAB shall decide whether an appeal hearing is warranted. This decision is based upon the three options for an appeal outlined in Section 17.4 above. The CAB shall notify the petitioner in writing of its decision within seven (7) calendar days after receiving the student's petition.

17.8 If the Conduct Appeal Board determines that a hearing should be granted, that hearing shall be held within seven (7) calendar days of such determination and notification shall be given in writing at least three (3) days prior to the date set for the hearing, specifying time and place of the hearing and informing the student of his/her rights. If a student chooses to waive the seven-day (7) notice and other requirements as stated in this section, an immediate appeal hearing may be scheduled.

17.9 The CAB shall invite the appellant, officer, the chairperson of the CHB, and such other persons as it deems appropriate to appear before the board to make statements and respond to questions. The student may request the board to invite persons to testify if and only if there is new evidence. The CAB follows regular hearing procedures in appeal cases if it elects to hear new evidence.

17.10 No member of the CAB shall be a party to any prior investigation or witness in the case nor should any member be placed in the position of developing or prosecuting the case.

17.11 After the hearing is concluded, the Conduct Appeal Board shall go into executive session to reach a decision.

17.12 The CAB has the authority to approve, reject, or modify the decision in question. It may impose less severe sanctions as well as more severe sanctions. The chairperson of the Conduct Appeal Board is a non-voting member, except when there is a tie vote. The decision of the CAB

will be submitted in writing to the director of student conduct. The decision of the CAB may be appealed to the chancellor or his/her designee as outlined in Section 16 of this policy. Prompt notice of the decision of the Conduct Appeal Board shall be given. Any appeal of this decision must be in writing and presented within forty-eight (48) hours after notification of the decision of the CAB to the director of student conduct who will submit the appeal to the chancellor or his/her designee.

17.13. In cases where the appeal is based upon the foundation that “the sanctions and/or conditions of sanctions are extraordinarily disproportionate to the violation(s),” the Conduct Appeal Board may determine to review only the sanctions as provided and issue a determination. The CAB has the authority to approve, reject, or modify sanctions.

18. APPEAL OF AN ADMINISTRATIVE DECISION (FIRST LEVEL)

18.1 In the event a charged student disagrees with a finding of responsible or sanction of the administrative hearing officer, the charged student may request an appeal to the dean of students or his/her designee(s) within forty-eight (48) hours after notification of the decision. Original sanctions (except summary suspension) are normally put into effect only after the conduct process has been completed.

18.2 The procedure for an appeal of an administrative hearing decision is as follows:

18.3 The function of the dean of students or their designee(s) in hearing an appeal is that of reviewing the action of the administrative hearing officer to determine if: (1) An alleged violation of the rights guaranteed the accused has occurred; (2) the sanctions and/or conditions of sanctions are extraordinarily disproportionate to the violation(s); and/or (3) discovery of new and significant information that would have affected the outcome of the hearing and that was not known, or could not reasonably have been discovered and/or presented at the time of the hearing. (when the sanction is expulsion, please see expulsion regulation, Section IV, Rights and Responsibilities).

18.4 The dean of students or their designee(s) shall receive the petition from a student choosing to appeal the decision of the administrative hearing officer. Such petition shall be submitted in writing to the dean of students or their designee through the director of student conduct explaining in detail the reasons for the student’s appeal and specifying the ways in which he/she believes the procedures or actions of the judicial process have violated his/her rights;

18.5 Upon receiving a petition, the dean of students or their designee(s) shall obtain the record of the administrative hearing officer. Such records shall include relevant documents and a written statement by the administrative hearing officer. Such a statement shall summarize the case and the reasons supporting the administrative hearing officer’s decision.

18.6 With this information, the dean of students or his/her designee(s) shall decide whether an appeal hearing is warranted. This decision is based upon the three (3) factors for an appeal, which are stated in 18.3 above. The dean of students or their designee(s) shall notify the petitioner in writing of his/her decision within seven (7) class days after receiving the student’s

petition;

18.7 If the dean of students or his/her designee(s) determines that a hearing shall be granted, that hearing shall be held within seven (7) calendar days of such determination and notification shall be given in writing at least three (3) calendar days prior to the date set for the hearing, specifying time, date, and place of the hearing and informing the student of his/her rights;

18.8 The dean of students or his/her designee(s) may invite the appellant and other persons as he/she deems appropriate to appear before him/her to make statements and respond to questions. The student may request the dean of students or his/her designee(s) to invite persons to testify if there is new evidence; and

18.9 The dean of students or his/her designee(s) has the authority to approve, reject, or modify the decision in question. The dean of students or his/her designee(s) may impose less severe sanctions as well as more severe sanctions.

18.9.1. In cases where the appeal is based upon the foundation that “the sanctions and/or conditions of sanctions are extraordinarily disproportionate to the violation(s),” the dean of students or his/her designee(s) may determine to review only the sanctions as provided and issue a determination. The dean of students or his/her designee(s) has the authority to approve, reject, or modify sanctions.

19. APPEAL OF A CONDUCT APPEAL BOARD DECISION (CAB) OR ADMINISTRATIVE DECISION (SECOND LEVEL)

19.1 In the event a charged student disagrees with a finding of responsible or sanction of the CAB or administrative decision, the charged student may request an appeal to the vice chancellor for Student Affairs or his/her designee(s) within forty-eight (48) hours after notification of the decision. Original sanctions (except summary suspension) are normally put into effect only after the chancellor or his/her designee(s) makes a decision.

19.2 The procedure for an appeal of a CAB or administrative hearing decision is as follows:

19.2.1. the function of the vice chancellor for Student Affairs or his/her designee(s) in hearing an appeal is that of reviewing the action of the CAB or administrative hearing to determine if: (1) An alleged violation of the rights guaranteed the accused has occurred; (2) the sanctions and/or conditions of sanctions are extraordinarily disproportionate to the violation(s); and/or (3) discovery of new and significant information that would have affected the outcome of the hearing and that was not known, or could not reasonably have been discovered and/or presented at the time of the hearing.

(when the sanction is expulsion, please see expulsion regulation, Section IV, Rights and Responsibilities);

19.2.2. the vice chancellor for Student Affairs or his/her designee(s) shall receive the petition from a student choosing to appeal the decision of the CAB or administrative hearing. Such

petition shall be submitted in writing to the vice chancellor for Student Affairs or his/her designee(s) through the director of student conduct explaining in detail the reasons for the student's appeal and specifying the ways in which he/she believes the procedures or actions of the judicial process have violated his/her rights;

19.2.3. upon receiving a petition, the vice chancellor for Student Affairs or his/her designee(s) shall obtain the record of the CAB or administrative hearing officer. Such record shall include relevant documents and a written statement by the CAB or administrative hearing officer. Such statement shall summarize the case and the reasons supporting the Conduct Appeal Board's or administrative hearing officer's decision;

19.2.4. with this information, the vice chancellor for Student Affairs or his/her designee(s) shall decide whether an appeal hearing is warranted. This decision is based upon the three (3) factors for an appeal, which are stated in 19.2.1. above. The vice chancellor for Student Affairs or their designee(s) shall notify the petitioner in writing of his/her decision within seven (7) class days after receiving the student's petition;

19.2.5. if the vice chancellor for Student Affairs or his/her designee(s) determines that a hearing shall be granted, that hearing shall be held within seven (7) calendar days of such determination and notification shall be given in writing at least three (3) calendar days prior to the date set for the hearing, specifying time, date, and place of the hearing and informing the student of his/her rights;

19.2.6. the vice chancellor for Student Affairs or his/her designee(s) may invite the appellant and other persons as he/she deems appropriate to appear before him/her to make statements and respond to questions. The student may request the vice chancellor for Student Affairs or his/her designee(s) to invite persons to testify if there is new evidence; and

19.2.7. the vice chancellor for Student Affairs or his/her designee(s) has the authority to approve, reject, or modify the decision in question. The vice chancellor for Student Affairs or his/her designee(s) may impose less severe sanctions as well as more severe sanctions.

19.3 In cases where the appeal is based upon the foundation that "the sanctions and/or conditions of sanctions are extraordinarily disproportionate to the violation(s)," the vice chancellor for Student Affairs or his/her designee(s) may determine to review only the sanctions as provided and issue a determination. The vice chancellor for Student Affairs or his/her designee(s) has the authority to approve, reject, or modify sanctions.

20 STUDENT ORGANIZATION DISCIPLINARY PROCESS

20.1 Preliminary Investigation

20.1.1. When the Office of Fraternity and Sorority Life, Office of Student Involvement and Leadership, or Office of Student Conduct receive information that a student organization has allegedly violated university policies or local, state, or federal law, the director of Student Conduct shall investigate the alleged violation.

20.1.2. A cease and desist order for all organization operations may be issued, if necessary, by the Office of Student Conduct in collaboration with the Office of Fraternity and Sorority Life or the Office of Student Involvement and Leadership.

20.1.3. After completing a preliminary investigation, the director of Student Conduct or his/her designee may: (1) find no basis for the complaint and dismiss the allegation as unfounded; or (2) summon the student organization for a pre-hearing interview and then either dismiss the allegation, or provide the student organization with an outline of the Conduct Hearing Board process.

20.2 Options for Resolution of Disciplinary Charges for Student Organizations

20.2.1. Plead not responsible to the charge(s) and have a hearing before the CHB where a determination of responsibility will be made. If the student organization is held responsible by the CHB, an appropriate sanction will be determined.

20.2.2. Plead responsible to the charge(s) and request that the CHB determine an appropriate sanction.

20.2.3. If a student organization is referred to the CHB and then is cited for an additional violation(s) in the interim, the student organization will be placed on Loss of Recognized Student Organization Status for no less than one (1) semester.

20.2.4. A student organization has a right of appeal to the Conduct Appeal Board (CAB) and then to the chancellor or his/her designee(s) if they have a Conduct Hearing Board (CHB) hearing. Should a student organization have an administrative hearing, it has the right of appeal to the Dean of Students or their designee(s) and then to the chancellor or his/her designee(s).

20.2.5. All alleged Code of Conduct violations by a student organization occurring one week prior to exams and going through exam week will be heard administratively and the organization will have the right to two levels of appeal with the Dean of Students or their designee(s) and then to the chancellor or his/her designee(s) or they could defer a chosen CHB hearing to the beginning of the following semester and have the right to two levels of appeal with the CAB and then to the chancellor or his/her designee(s).

20.2.6. Prior to the CHB hearing the student organization will receive written notice of the charge(s) and an outline of their rights at least ten (10) calendar days prior to the hearing. In the event that additional charges are brought, a further written notice must be forwarded to the student organization in accordance with Section 8 (Disciplinary Correspondence) of this policy;

20.2.7. A review of all available information, documents, exhibits, and a list of witnesses that may testify against the student organization. This is a continuing obligation of the complaining party and the director of Student Conduct or his/her designee.

20.2.8. Information, documents, exhibits, etc. provided by the director of Student Conduct or his/her designee shall have all names and personal information redacted in order to protect the witnesses and/or victim(s).

20.2.9 A choice to elect not to appear at the hearing. The hearing shall be conducted in the student organization's absence.

20.2.10. a written notice of the date, time, and place of the hearing forwarded to the accused organization president and faculty/staff advisor at least five (5) calendar days prior to the hearing.

20.2.11 If the student organization chooses to waive the ten-day (10) notice of the CHB hearing, the organization shall do so by executing a signed writing under the supervision of the Office of Student Conduct.

20.2.12. The student organization will complete a pre-hearing interview with the director of Student Conduct or his/her designee prior to the CHB hearing. During this meeting all organization rights, responsibilities, and procedures will be explained.

20.3 Disciplinary Correspondence

20.3.1 All disciplinary correspondence will be sent to the student organization via Maxient (conduct database) and/or via university email from the director of Student Conduct or his/her designee. All correspondence will be sent to the president of the organization, the organization on-campus advisor, and to the appropriate supervising department over the organization. The university reserves the right to use other reasonable means to notify student organizations.

20.4 Representation During Disciplinary Proceedings

20.4.1 In accordance with North Carolina General Statute §116-40.11[1], students and student organizations at UNC Pembroke who have been accused of a violation of disciplinary or conduct rules may be represented by a licensed attorney or a non-attorney advocate during any disciplinary procedure except when the violation:

20.4.1.1. will be heard by a Student Honor Court; or

20.4.1.2. is an allegation of academic dishonesty, as defined by [POL 02.05.05 - Academic Honor Code Policy](#).

20.4.2 A student organization shall have the same expectations as an individual student as outlined in Section 14, "Representation During Disciplinary Proceedings," of this policy.

20.5 Conduct Hearing Board (CHB)

20.5.1. The Conduct Hearing Board Process will operate as directed under the Student Disciplinary Process (Sections 9, 10, 12, and 15).

20.5.2. A student organization shall have the same expectations and procedures as an individual student as outlined in Section 15, "Hearing Procedure," of this policy.

20.5.3. All members of the student organization executive leadership may be present for the CHB hearing at the discretion of the Office of Student Conduct, Office of Fraternity and Sorority Life, or the Office of Student Involvement and Leadership.

20.5.4. After the completion of the hearing, the accused student organization, the Office of Student Conduct, and the appropriate supervising department (Office of Fraternity and Sorority Life, Office of Student Involvement and Leadership, etc.) shall each be given a copy of the decision. All sanctions provided to a student organization will be communicated to the appropriate National/International Office (if applicable).

20.6 Appeal of Conduct Hearing Board/Conduct Appeal Board Decision

20.6.1. Student organizations are provided the same appeal process as outlined for individual students. Refer to Student Disciplinary Procedures Section 17 "Appeal of Administrative/Conduct Hearing Board Decision" and Section 18 "Appeal of a Conduct Appeal Board Decision."

20.6.2. The foundation(s) for appeal are as follows: (1) An alleged violation of the rights guaranteed the accused has occurred; (2) the sanctions and/or conditions of sanctions are extraordinarily disproportionate to the violation(s); and/or (3) discovery of new and significant information that could have affected the outcome of the hearing and that was not known, or could not reasonably have been discovered and/or presented at the time of the hearing.

21 – DISCIPLINARY SANCTIONS FOR INDIVIDUAL STUDENTS

21.1 The aim of the discipline is two-fold: first, to develop self-control in the individual, and second, to protect the welfare of the campus community. The emphasis is on rehabilitation and re-education.

21.2 Official Warning—A written reprimand for violation of specified regulations, including a warning that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.

21.3 Restitution—Appropriate reimbursement for a wrongful act which results in loss, damage, or actual expenses incurred by the university.

21.4 Educational Assignments—This sanction requires that the student complete an assigned task with the purpose of educating the student about the implications, effects, or dangers of their behavior. These assignments can include, but are not limited to, work assignments, mandatory mentoring, restorative justice mediations, or other related discretionary assignments as provided by the hearing officer or hearing board.

21.5 Area Restrictions–Defined as exclusion of a student for a designated time period from a facility, such as the gym, the Student Center, the residence halls, or other areas on campus.

21.6 Loss of Privileges–Defined as denial of specified privileges for a designated period of time. This includes, but is not limited to, loss of position in club(s) or student organization(s), suspension from athletic team or performing group, prohibition from participation in cocurricular activities or loss of privilege to park or drive on campus.

21.7 Exclusion from On-Campus Residency–Defined as removing the student’s privilege to apply for and/or live in a residential facility for a specified period of time. This sanction should be imposed if the offense(s) for which the student was found responsible merits the student’s exclusion from on-campus residency. This decision would be based on evidence that the student’s continued presence would interfere with the living/learning atmosphere within the residential community.

21.8 Residence Facility Relocation–Removal of a student from their present room or residence facility and assigning that student to another room or another residence facility. This would include considerations relative to housing options.

21.9 Eviction from An On-Campus Residential Facility–Removal of a resident from an on-campus residence for a specified period of time. Students who are evicted from an on-campus residential facility are prohibited from returning to or visiting in any on-campus residential facility. Students evicted will not be eligible for refund of unused room or board.

21.10 No Contact Directive–A no-contact directive may be assigned in order to facilitate any university inquiry into an incident and/or be assigned as a sanction. Generally, no-contact is defined as having no direct or indirect contact between two or more students at any time. This includes, but is not limited to, communication that is considered written, electronic, verbal, or physical. Written and electronic communication is understood to include all electronic means of communication; including but not limited to, e-mail, instant messaging, social networking sites, text messaging, etc. Verbal communication is understood to include phone calls, voicemails, etc. A no-contact directive may include additional restrictions and terms.

21.11 Conduct Probation–The student continues in attendance; however, the student is in danger of suspension for any breach of good conduct during the period of conduct probation. Further the student may not hold any general elective office while on conduct probation. A copy of the probation letter is placed in the student’s file in the Student Affairs Office.

21.12 Community Work/Service–Community work/service assigned to a student shall commence within one week and shall be completed within 40 days of the penalty. The maximum number of voluntary work hours that may be assigned is 75. The community work/service must be supervised by a UNCP employee, and it should be case or offense related.

21.13 Suspension–The student is excluded from the university, both academically and socially, for a stated period. The student may request to be readmitted at the end of this period of

suspension; however, readmission is never automatic. A copy of the suspension letter is placed in their file in the Student Affairs Office.

21.14 Interim Suspension—Whenever there is evidence to suspect that a student’s behavior on or off campus is a clear and present threat to the health, safety and welfare of the faculty, staff, students or guests, or himself/herself, the student may be suspended on an interim basis until a campus hearing can be arranged. A student on an interim suspension may be restricted from the campus in its entirety or from a particular program, activity or building.

21.15 Summary Suspension—Please see section IV, Rights and Responsibilities, Initiation of Disciplinary Procedures, part 20. Committee on Extraordinary Disciplinary Emergencies and 23.5., Summary Suspension, for a detailed description of this disciplinary sanction.

21.16 Expulsion— The Conduct Hearing Board or Administrative Hearing Officer will make a recommendation for expulsion, and the vice chancellor for Student Affairs will review the recommendation and will provide a statement of assent or dissent to accompany the recommendation to the chancellor of the university to permanently separate the student from the university. The chancellor must review and make the final decision on any expulsion penalty for disciplinary reasons. When a recommendation of expulsion is made to the chancellor by the Conduct Hearing Board or the Administrative Hearing Officer, an additional sanction of immediate interim suspension will be imposed. A student who is expelled will be unable to graduate from The University of North Carolina at Pembroke. Please see the Expulsion Policy in Section IV - Rights and Responsibilities.

21.17 Suspension in Abeyance – An abeyance contract sets forth the conditions under which the university agrees to not impose a suspension. If the student violates the agreement, the suspension will automatically be reinstated at that time without further process.

21.18 Good Samaritan Protocol – Braves Seeking Help – For Alcohol And Drug Related Medical Emergences

2.18.1. Students who receive emergency medical attention directly related to the consumption or use of alcohol or drugs may be eligible to receive medical amnesty.

2.18.2. Students, even when consuming alcohol or drugs themselves, who seek emergency assistance on behalf of individuals experiencing alcohol or drug-related emergencies or who aid another student who is experiencing an alcohol or drug-related emergency, are eligible to receive amnesty, as long as they remain with the individual needing assistance until emergency medical attention is provided.

21.18.3. It is at the discretion of the director of Student Conduct or their designee if the student qualifies for medical amnesty. Details regarding the implementation of this protocol appear in the Office of Student Conduct Policies and Procedures Manual.

22. DISCIPLINARY SANCTIONS FOR STUDENT ORGANIZATIONS

22.1 The aim of all discipline in cases of student organizations is two-fold: first, to maintain accountability and efficacy, and second, to protect the welfare of individual students and the community. The emphasis is on rehabilitation and re-education. All sanctions provided to a student organization will be communicated to the appropriate national/international office (if applicable).

22.2 Official Warning—A written reprimand for violation of specified regulations, including a warning that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.

22.3 Educational Projects—This sanction requires that the student organization complete an assigned task with the purpose of educating the organization about the implications, effects, or dangers of their behavior. These assignments can include, but are not limited to, work assignments, mandatory mentoring, service projects, restorative justice mediations, or other related discretionary assignments as provided by the administrative hearing officer or Conduct Hearing Board.

22.4 Restitution—Appropriate reimbursement for a wrongful act which resulted in loss, damage, or actual expenses incurred by the university or individuals.

22.5 Fines—An amount of money applied to a student organization for violation of a university or department policy.

22.6 Cease and Desist—When the Office of Student Conduct or designee has reasonable cause to believe that a student organization's activity poses a significant risk of substantial harm to the safety or security of themselves, others, or property, the student organization may be placed on cease and desist. Cease and desist is defined as the temporary suspension of all or any specific organization operation or activity. This temporary suspension will be confirmed by a written statement and shall remain in effect until the conclusion of a full Conduct Hearing Board or administrative decision by the Office of Student Conduct. All cease-and-desist notifications provided to a student organization will be communicated to the appropriate national/international office (if applicable).

22.7 Conduct Probation—Probation for a designated period that includes the probability of more severe disciplinary sanctions if the student organization is found to violate any institutional regulation(s) or policies during the probationary period. A student organization placed on conduct probation must meet bi-weekly (2 times per month) with the Office for Campus Engagement and Leadership. All student organization events must be approved by the appropriate office.

22.8 Loss of Privileges—Defined as denial of specified privileges for a designated period of time (e.g., inability to have guests/visitors, inability to hold social functions, etc.).

22.9 Loss of Recognized Student Organization Status—A loss of all privileges, including University of North Carolina at Pembroke recognition as a student organization, for a specified period.

22.10 The following table outlines *suggested minimum sanctioning* for organization violations of the Student Code of Conduct:

22.10.1 If a student organization loses its Recognized Organization status, organization reinstatement is not automatic. The organization will not be considered for reinstatement until all required sanction obligations have been completed, met, and approved by the Assistant Dean of Students or their designee(s) in conjunction with the Office of Student Conduct.

22.11 - Condition for Student Organization Reinstatement Consideration

22.11.1 Submit a detailed educational plan, detailing how all members of the organization shall complete specific required educational activities which must include, but are not limited to: Anti-Hazing, Drug and Alcohol Use, and Decision-Making. All specific requirements for these educational activities must be planned, organized, and approved in conjunction with the Assistant Director for Fraternities and Sororities or their designee prior to being considered for organization reinstatement.

22.11.2 The organization must meet monthly with a member of the Campus Engagement and Leadership Office.

22.11.3 The organization must meet to discuss, plan, and obtain final approval on a detailed plan of new member programming with the Assistant Director for Fraternities and Sororities or their designee.

22.11.4 The Campus Engagement and Leadership (CEL) Office review and approve the fraternity's entire new member process to include but not be limited to: recruitment, initiation, and all first-year activities for new members.

22.11.5 The organization must submit an annual leadership training plan and detailed schedule for student leaders and faculty advisor(s) to be reviewed, and approved by the Assistant Director for Fraternities and Sororities or their designee prior to reinstatement consideration.

22.11.6 Note: Organization reinstatement is not automatic. The organization will not be considered for reinstatement until all required sanction obligations have been completed, met, and approved by the Assistant Director of Fraternity and Sorority Life or their designee within the CEL Office in conjunction with the Office of Student Conduct.

23. COMMITTEE ON EXTRAORDINARY DISCIPLINARY EMERGENCIES

23.1 Notwithstanding any other provisions of the [UNCP Code of Conduct](#), and in fulfillment of the obligation of the university and of the chancellor to maintain campus security and to protect the safety and welfare of students, employees, and visitors to the university, the Committee on Extraordinary Disciplinary Emergencies is established in accordance with the provisions of

[N.C.G.S. §116-11.2.](#) and [N.C.G.S. §116-34\(a\); UNC Code 502 D \(3\), 600, 608 \(2\), and The Code Appendix I, Sections XII and XV;](#) and the [UNCP Code of Conduct.](#)

23.2 The Committee on Extraordinary Disciplinary Emergencies is established under the delegation of the chancellor pursuant to his responsibility for student affairs. The committee is established to investigate, and make recommendations to the chancellor concerning the disposition of complex cases or of those cases involving students or student organizations whose behavior, on or off campus, is such that their presence at the university, in the judgment of the committee, upon referral from the vice chancellor for Student Affairs or the chancellor, may pose either:

23.2.1. a serious risk of disruption of the academic environment;

23.2.2. a serious risk of interference with the rights of other members of the university community;

23.2.3. a serious risk or continuing danger to university property; or

23.2.4. a serious risk or continuing danger to members of the university community.

23.3 Examples of student behavior that may come within the jurisdiction of the committee include, but are not limited to:

23.3.1. students or student organizations who have been arrested or charged with a serious crime of a violent nature, a dangerous nature, or which involved placing another person in fear of imminent injury or damage (e.g., rape, sexual assault, felonious assault, etc.); and

23.3.2. students subject to summary suspension.

23.4 Committee Membership and Emergency Procedures. The committee shall be composed of the vice chancellor for Student Affairs or his/her designee, the provost and vice chancellor for academic affairs or his/her designee, the vice chancellor for finance and administration or his/her designee, the vice chancellor for advancement or his/her designee, the associate vice chancellor for Student Affairs or his/her designee, the director of student conduct or his/her designee, the chair of the faculty senate or his/her designee, and the president of the student body or his/her designee.

23.4.1 A quorum of the committee shall consist of any four (4) members of the committee or their designees.

23.4.2 In each case, the committee shall designate a chair to preside over the committee. In the event of a tie vote, the administrative action of the university is ratified. In an emergency situation, the vice chancellor for Student Affairs or his/her designee shall have the power to invoke summary suspension. After a hearing, the committee may either ratify the vice chancellor's action, or reverse it, or take any other appropriate action. In such emergency situations, the vice chancellor for Student Affairs shall inform the chancellor of all actions taken

either summarily or by the committee under the authority of this policy. The chancellor has the authority to approve, reject, or modify the action of the vice chancellor for Student Affairs or the committee at any stage of the proceedings. The chancellor may impose less severe sanctions as well as more severe sanctions.

23.5 Summary Suspension. Summary suspension is an action requiring that a student immediately leave the campus and university property. It may be imposed by the vice chancellor for Student Affairs or his/her designee when there is reasonable cause to believe, based on available facts, that the student is an immediate threat to the safety of members of the university community or university property, or is disruptive without relief to the university community.

23.5.1 Any student who is suspended on a summary basis and returns to the campus and university property during the suspension shall be subject to further disciplinary action and may be treated as a trespasser. Permission to be on campus for a specific purpose (e.g., to take an exam, to consult with the director of student conduct, or to participate in the disciplinary procedures against him/her) may be granted in writing by the vice chancellor for Student Affairs or his/her designee.

23.5.2 When a student is suspended on a summary basis, he/she is given notice containing the reasons for suspension, the duration and any conditions that apply, and a copy of this summary suspension policy. A student notified of such summary suspension may, within ten (10) calendar days of the written notice of suspension, request through the vice chancellor for Student Affairs or his/her designee a hearing before the Committee on Extraordinary Emergencies to determine the responsibility or non-responsibility of the student charged and the appropriate sanction, and whether the conditions of the summary suspension should continue. This hearing shall normally be conducted within seven (7) calendar days of the student's request for a hearing.

24. TRAFFIC APPEALS BOARD

24.1 The Traffic Appeals Board is appointed each year by the chancellor. The board consists of two students, one faculty and one staff member. The board has the authority to review violations to determine whether or not a violation has been properly established. The board has the authority to void or reduce any citation when a violation of the campus traffic regulations is not shown, but does not act as a substitution for public authority when it applies.

[1] This act is effective when it becomes law and applies to all allegations of violations beginning on or after July 1, 2013.