

DISCIPLINARY VIOLATIONS

STUDENT CONDUCT FLOWCHART

Key Terms

RESPONDENT

any student charged with a violation of the Student Code of Conduct

PREPONDERANCE

preponderance of evidence is when it is more likely than not that the alleged incident occurred

SANCTIONS

includes responses or requirements given by the University to a student during an administrative conference in response to a violation of the Student Code of Conduct

CHAIRPERSON

refers to the Student Conduct Administrator who is authorized by the Vice President for Student Success or his/her designee to take the lead role in conducting conferences when there is more than one Student Conduct Administrator present

For any questions or concerns, please contact the OSA Associate Director at 956.326.2265 or at studentaffairs@tamiu.edu.

Incident Report is submitted to the Office of Student Affairs (OSA)

Informal Administrative Conference

Associate Director of OSA meets with the **respondent** to communicate the conduct process and students' rights. Investigation is conducted, if necessary.

The Associate Director of OSA will determine whether a violation has occurred, based on information presented and discussed during the Informal Administrative Conference.

The determination is based on the **preponderance** of the evidence.

It is determined that a violation of the Student Code of Conduct **did not** occur. Process ends.

It is determined that a violation of the Student Code of Conduct **did occur** based on the preponderance.

"Responsible or Not Responsible"

YES

Student **accepts responsibility** and **waives rights** to an administrative hearing.

Sanctioning occurs. Student must complete **sanctions** by deadline. Process ends.

NO

Student **does not accept responsibility** and elects an administrative hearing.

Student is found "not responsible" by **Chairperson**. Process ends.

Student is found "responsible" by the **Chairperson** and sanctioning occurs.

Case is closed and record is retained in the Office of Student Affairs.