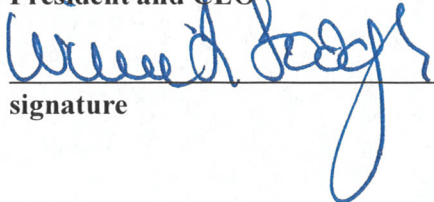




Approved by Willie L. Todd, Jr., Ph.D.
President and CEO


signature

Policy Name: Student Conduct Hearing Policy

Policy Number # 03.50.06.01

Date 05/15/2023

Review Date 04/25/2023



Administrative Policy #03.50.06.01 (2022) – Student Conduct Hearing Type

Policy Title: Student Conduct Hearing Type

Policy Type: Administrative Policy

Policy No.: #03.50.06.01 (2022)

Legal Authority: Chapter 29-53-51 of the 1976 Code of Laws of South Carolina, As

Amended

State Board Policy: 3-2-106

Approval Date: October 31, 2022

Responsible Office: Office of Student Conduct

Responsible Executive: Vice President for Student Affairs, Dean of Students

Applies to: All Students

POLICY STATEMENT

This policy explains Denmark Technical College's Student Conduct Hearing options. The conduct process aligns with the South Carolina Technical College System **Chapter 29-53-51 of the 1976 Code of Laws of South Carolina, As Amended**. It is the policy of the State Board for Technical and Comprehensive Education that the State Student Code and Grievance Procedure shall govern conduct and guarantee due process for students at the technical college. Students have the ability to waive the right to appeal sanctions levied in administrative hearing type.

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Purpose: To establish a policy to select student conduct hearing types.

Selecting Conduct Hearing Type:

Before proceeding to adjudication of conduct cases student(s) in the conduct process will be given the option of two hearing types: Administrative Hearing or Board Hearing

Administrative Hearing- by selecting an administrative hearing, students are waiving their right to participate in a hearing by a board. The Dean of Students or designee will determine said student's sanction. By selecting this hearing type, you waive your right to appeal your sanction. Thus, agreeing to accept the sanction.

Board Hearing - Board hearings are the College's formal process for determining if a student or student organization violated the Code of Student Conduct. Most cases are resolved through an informal resolution process, but a student may opt for a hearing instead.

CONTACT(S)

The Office of Student Conduct and Division of Student Affairs is responsible for ensuring all students are guaranteed due process for students and are presented with the two hearing type options.

STAKEHOLDER(S)

Students in the student conduct process. Dean of Students and Vice President of Student Affairs

TITLE: POLICY CONTENTS PUBLICATION

The policy will be widely distributed to the College community. To ensure timely publication and distribution thereof, the Vice President of Student Affairs will make every effort to:

- Communicate the policy in writing, electronically, or otherwise to the College community, including current and prospective students within fourteen (14) days of approval;



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- Submit this policy for inclusion in the Policy Library within fourteen (14) days of approval;
- Post the policy on the College's webpage and all other related webpages, in the student handbook, and the College catalog; and
- Educate and train all stakeholders and appropriate audiences on the policy's content as necessary.

REVIEW SCHEDULE

- **Next Scheduled Review:** October 31, 2025
- **Approval by College Cabinet** October 31, 2022
- **Revision History:** N/A
- **Supersedes:** N/A

RELATED DOCUMENTS

There are no related documents associated with this policy.

FORMS : CONFIRMATION OF HEARING TYPE (Attached below)



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CONFIRMATION OF HEARING TYPE

CONFERENCE SELECTION

Administrative Hearing- By selecting an administrative hearing, students are waiving their right to participate in a hearing by a board. The Dean of Students or designee will determine said student's sanction. By selecting this hearing type, you waive your right to appeal your sanction thus, agreeing to accept the sanction.

Hearing Board- Board hearings are the College's formal process for determining if a student or student organization violated the Code of Student Conduct. Most cases are resolved through an informal resolution process, but a student may opt for a hearing instead. Hearing boards consist of at least one faculty, one staff, and one student. Sanctions determined by a hearing board are appealable.

This is to certify that I am _____. (Please check one of the conference options below. *Student's Full Name*

_____ If selecting an **administrative conference** option, you hereby waive your rights to the three (3) day normal waiting period for my hearing. This means I would like to have my sanction determined by the Dean of Students. I further understand that decisions made in an administrative conference are final and not appealable to anybody or any official.

_____ If selecting a **hearing board** option, you hereby do not waive your rights to the three (3) day normal waiting period for my hearing. Your sanction will be determined by a board of faculty, staff, and student(s). You will be able to call witnesses to provide evidence/statements regarding the incident.

Signature

Date

Witness

Date