

Governors State University

Student Affairs and Enrollment Management: Reaching Vision 2020

Focus Area: Community Standards and Student Advocacy

Leader(s): Nikki Witt Penwell

Implementation Year: 2016-17

GOAL 1: Evolve, administer, and assess the Community Standards program to ensure for a thorough, transparent, and fair student-centered process that advances a campus culture of civility and the highest levels of ethical student behavior.

Objective 1:	Continue to fairly and consistently adjudicate alleged violations of Student Code of Conduct
Action Items	<ol style="list-style-type: none">1. Improve adherence to conduct process timeline to ensure due process for students; run biweekly reports on case timeline2. Update conduct letters to students to reflect transparent and accessible language3. Create retention policy and process for various records within student conduct (case files, and other data), including process for students to request records expungement4. Increase percentage of students attending administrative hearings5. Reduce recidivism6. Work collaboratively with University Housing to update residential conduct code
Indicators and Data Needed (Measures that will appraise progress towards the strategic objective)	Maxient data Review policies re: records retention (Policy 12) & best practices for expungement practice Review and refine conduct letters Feedback from decision letter survey
Responsible Person and/or Unit (Data collection, analysis reporting)	N. Witt Penwell/Bryan Louff
Milestones (Identify Timelines)	6/2017
Desired Outcomes and Achievements (Identify results expected)	Increase efficiency and effectiveness of conduct process; ensure due process and transparency for students; reduce recidivism; increased hearing attendance

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Objective 2:	Implement comprehensive and ongoing training for Administrative Hearing Officers and Student Conduct Committee members
Action Items	<ol style="list-style-type: none"> 1. Continue to provide comprehensive training at the start of the academic year and ongoing training throughout year 2. Complete assessment of training programs yearly through formal written assessment and informal needs assessment 3. Utilize assessment information to revise training programs yearly 4. Collaborate with campus colleagues to provide topic specific training for panelists (i.e. Title IX, Intercultural Affairs, Disability Services, Mental Health)
Indicators and Data Needed (Measures that will appraise progress towards the strategic objective)	Training evaluation survey Maxient data reports on charges by sanction Informal feedback from committee members Feedback from decision letter survey 1-1s with administrative hearing officers
Responsible Person and/or Unit (Data collection, analysis reporting)	N. Witt Penwell
Milestones (Identify Timelines)	6/2017
Desired Outcomes and Achievements (Identify results expected)	Increase knowledge of and comfort with hearing and community standards processes. Increase consistency across hearing officers/committee and ensure consistent messaging across campus

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Objective 3:	Improve utilization of Maxient to track and report Community Standards data
Action Items	<ol style="list-style-type: none">1. Develop and distribute how-to guides for various Maxient user groups2. Evaluate current statistics and analytics in Maxient. Connect with campus stakeholders on what information they would like to have available3. Assign user groups within Maxient to ensure appropriate data access
Indicators and Data Needed (Measures that will appraise progress towards the strategic objective)	Hearing Officer training survey Informal conversation with hearing officers Reduction in number of Maxient help tickets filed
Responsible Person and/or Unit (Data collection, analysis reporting)	N. Witt Penwell
Milestones (Identify Timelines)	1/2017
Desired Outcomes and Achievements (Identify results expected)	Increase hearing officer familiarity and ease of use within Maxient; reduce timeline and errors in use of Maxient

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Objective 4:	Provide alternative means to formal conduct proceedings for resolving student conflict
Action Items	<ol style="list-style-type: none">1. Implement Peer Review Board for low-level housing violations in partnership with University Housing2. Explore restorative justice approaches to conflict resolution through partnership with faculty in restorative justice
Indicators and Data Needed (Measures that will appraise progress towards the strategic objective)	Research models for peer review board, develop proposal, and establish collaboration with housing Benchmark use of restorative approaches with peer institutions
Responsible Person and/or Unit (Data collection, analysis reporting)	N. Witt Penwell
Milestones (Identify Timelines)	6/2017
Desired Outcomes and Achievements (Identify results expected)	Increase peer-to-peer feedback regarding community standards; provide leadership opportunity for students; reduce case load for hall director

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Objective 5:	Enhance partnerships with key stakeholders to ensure effective communication and timely sharing of information
Action Items	<ol style="list-style-type: none"> 1. Weekly meetings with University Housing to discuss ongoing cases and current processes 2. Housing/Community Standards debrief/planning meeting each semester 3. Meeting with Athletics to specify process for sharing information regarding student athlete involvement in community standards & impact of disciplinary probation 4. Meeting with Public Safety to discuss reporting process and Clery data
Indicators and Data Needed (Measures that will appraise progress towards the strategic objective)	<p>Informal feedback and group recommendations</p> <p>Establishment of written processes re: collaborations with Athletics and Public Safety</p>
Responsible Person and/or Unit (Data collection, analysis reporting)	N. Witt Penwell
Milestones (Identify Timelines)	1/2017
Desired Outcomes and Achievements (Identify results expected)	Improved collaboration; increase clarity about processes working with Athletics & Public Safety; greater sense of collegiality and investment in Community Standards process from stakeholders