An incident happens
Incident Report (IR) and/or a Police Report (PR) are created

IR and/or PR are sent to a Conduct Officer
Conduct Officers are: Dean of Students, Student Conduct Manager, Conduct Officer in University Place, Area Directors and Resident Directors within University Housing

Conduct Officer assigns charge(s) and notifies the student
- Notification is typically sent to Coastal email
- Charges come from the Code of Student Conduct and University Housing’s Community Living Guide

Conduct Officer and student meet to hold Pre-Hearing Conference
During the Pre-Hearing Conference, the Conduct Officer and student review the IR and/or PR, charge(s) assigned, possible outcomes, hearing options and go over the student conduct process

Administrative Resolution
A hearing with the Conduct Officer

Student Conduct Board
A hearing with 4 faculty and/or staff members and 2 students

Hearing is concluded
Conduct Officer or Student Conduct Board make decisions based on the majority of information

Student is found not in violation of charge(s)
Student and Conduct Officer create action plan
Elements of this plan can include (but are not limited to): warning, disciplinary probation, parent notification, research and/or reflection papers, community service, counseling referrals, loss of university housing, suspension, and permanent dismissal

Student is found in violation of charge(s)
Appeals process
Students may appeal their decision based on two reasons:
- The University did not follow its own procedures
- New information is available which was not available at the original hearing

Case is closed
All elements of action plan must be completed by the issued due dates or a hold may be placed on the student's account