



Top 10 Ways to Assist Students with the Code of Conduct

- 1. Read the Code.** Become familiar with the 31 code violations. Use the information to assist in educating students about the conduct standards they will be expected to abide by.
- 2. Learn the Process of the Code.** Participate in the Conduct Board training available each semester.
- 3. Sit on a Hearing Panel.** See firsthand what goes on during a formal hearing. See what it is like to have to make a decision and weigh the rights of the individual and those of the college community.
- 4. Volunteer to be a Student Conduct Advisor.** Assist a student in preparing for a hearing, educate the student on their rights, what to expect, what information to bring, how to bring witnesses, what is the appeal process, and how to prepare opening and closing statements.
- 5. If you have access to a group of students, have the Office of Student Rights and Responsibilities conduct a “Do You Know the Code?” session.**
- 6. Participate in the session Behavioral Intervention Training.** Learn about behaviors of concern and how and when to intervene.
- 7. Refer students to the Life Skills Sessions.** If you know a student is experiencing problems or making poor decisions, be proactive and have them participate in a session that may help them see choices in a different frame of reference.
- 8. Educate the students that the Office of Student Rights and Responsibilities is there to assist students** who may be having difficulty with their fellow students, faculty, and/or staff. Let them know there is a process in place to assist them and not to take matters into their own hands.
- 9. Educate students about the Academic Honor Code.** Help students understand there is a higher level of academic responsibility, and that college is different than high school. Students are a partner in their education and have to come to the table prepared to learn.
- 10. Help students understand personal responsibility.** When students violate the Code or the law, assist them in understanding they are responsible for their choices, and with those choices come consequences.