CONDUCT OF HEARING

To ensure a fair process, the protocol is as follows:

1) The hearing shall be conducted by the Chair of the Student Professional Conduct Committee, or in their absence, by a member of the Committee they have designated. The Committee shall have the right, in those instances when it deems it appropriate, to appoint a Hearing Officer to preside over and conduct the hearing.

2) The Committee shall not be bound by strict rules of evidence and may admit such evidence and testimony as the Chair or their designee (or the Hearing Officer) shall deem relevant to the proceedings.

3) Members of the Student Professional Conduct Committee present at the hearing will disclose any information that points to a possible bias against the charged student. Members of the Student Professional Conduct Committee present at the hearing shall disqualify themselves from hearing a case if they believe in good faith that their capacity for making an objective judgment is reasonably impaired. If a member of the Committee does not disqualify themself but a majority of the Committee believes such bias exists, the majority may vote to excuse that member from hearing the case.

4) The Committee shall ensure that all those involved have full opportunity to present relevant and material oral or documentary evidence at the hearing.

5) The hearing shall be confidential unless the charged student elects otherwise in writing at least 5 business days prior to the hearing. The Provost's designated representative shall represent the College at the hearing. This individual may be the same one who conducted the informal investigation.

6) The charged student shall have the right to confront any witnesses testifying against him or her, to testify on his/her own behalf (if he/she so chooses) and to present witnesses. Absent exceptional circumstances, affidavits are not an acceptable substitute for testimony.

7) The charged student shall have the right to be represented by an attorney or other advisor of the student's choosing (who shall be retained at the student's expense).

8) The charged student may remain silent or may testify. The hearing may be conducted in the absence of the charged student but only if the student has been properly notified and fails to appear.

9) Minutes of the proceedings shall be maintained. Only upon the request of the student, the Committee Chair or their designated representative or the Provost shall recording of the proceeding be made.