



Student Conduct Annual Report 2015 - 2016



WAUBONSEE
COMMUNITY COLLEGE

Where futures take shape

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Waubonsee Community College does not discriminate based on any characteristic protected by law in its programs and activities.

Introduction

All alleged violations of the Code of Student Conduct are processed through the Office of the Dean for Students. Of the utmost importance is to ensure students' rights to procedural due process. Each student is made aware of their rights and responsibilities through a one-page document attached to their notification letter detailing the process and key points in the Code of Student Conduct. This annual report summarizes conduct cases for the previous academic year and includes aggregate data generated from incident reports, informal administrative resolutions, student conduct board hearing findings and a list of sanctions.

Executive Summary of Findings

A community climate where learning can flourish and all students feel welcome and respected is what Waubensee Community College strives to create. To that end, the Code of Student Conduct reflects what is expected of students (self-respect, integrity and respect for others) and outlines the procedures for redressing conduct of students and student organizations that fail to abide by these standards.

The Code of Student Conduct provides an overview of the twenty-one defined rules and regulations expected of students and an overview of the eight step conduct process students may experience. The Code of Student Conduct lists possible sanctions, the appeal process and concludes with the college's plagiarism statement which is found on page 102 of the Student Handbook. For more information, pertaining to the Code of Student Conduct, please review pages 87-101 in the 2016-2017 Student Handbook.

From August 1, 2015 through July 31, 2016, there were:

- **144** Waubensee Intervention Forms (WIFs) submitted.
- **26** conduct cases; More than **69%** of all conduct cases were heard by the Student Conduct Board.
- **27** students who were found responsible and received a disciplinary sanction. Of these students, **48%** received a sanction of probation. There were no expelled students and eight were suspended for at least one academic semester.
- Nearly **34%** of the conduct cases were academic integrity issues which include cheating on exams, furnishing false information, such as forgery of financial aid documents and plagiarism. In comparison to the 2014-2015 academic calendar year (n=163), this indicates a 1.26% decline.

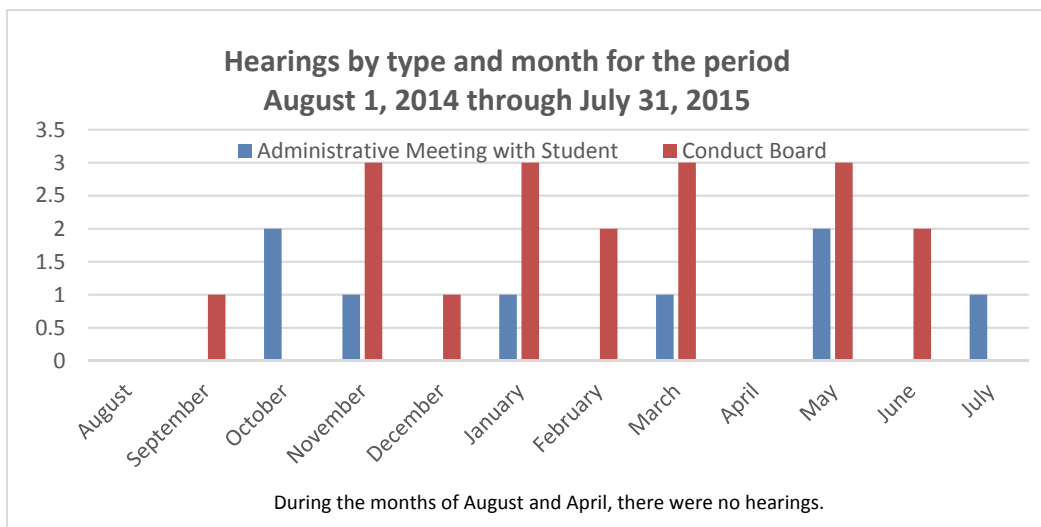
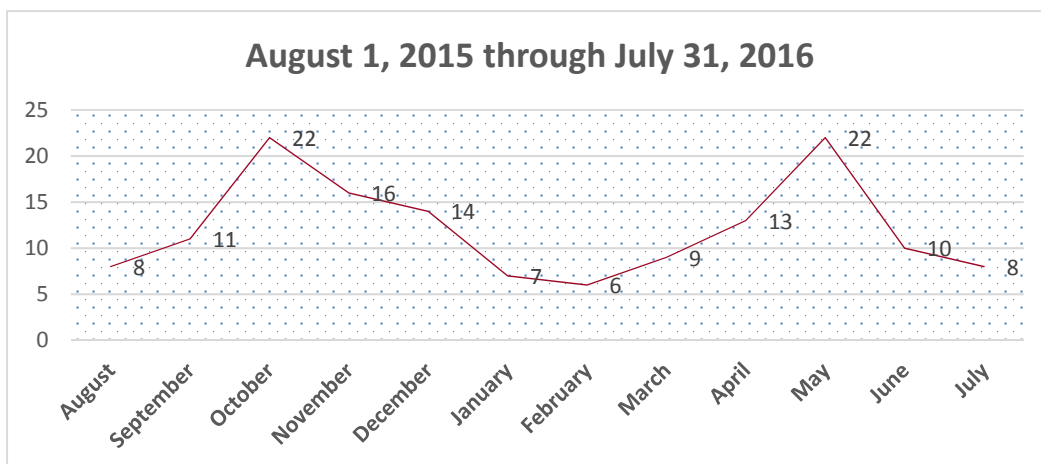
The following pages contain data analyzed from the Maxient Student Conduct Management software. The data was cleaned and reviewed for accuracy and reliability. If there are any questions regarding information found within this report, please contact the Office of the Dean for Students at (630) 466-2349 or deanforstudents@waubonsee.edu.

Aggregate Summary Student Conduct Cases 2015-2016

Yearly Snapshot

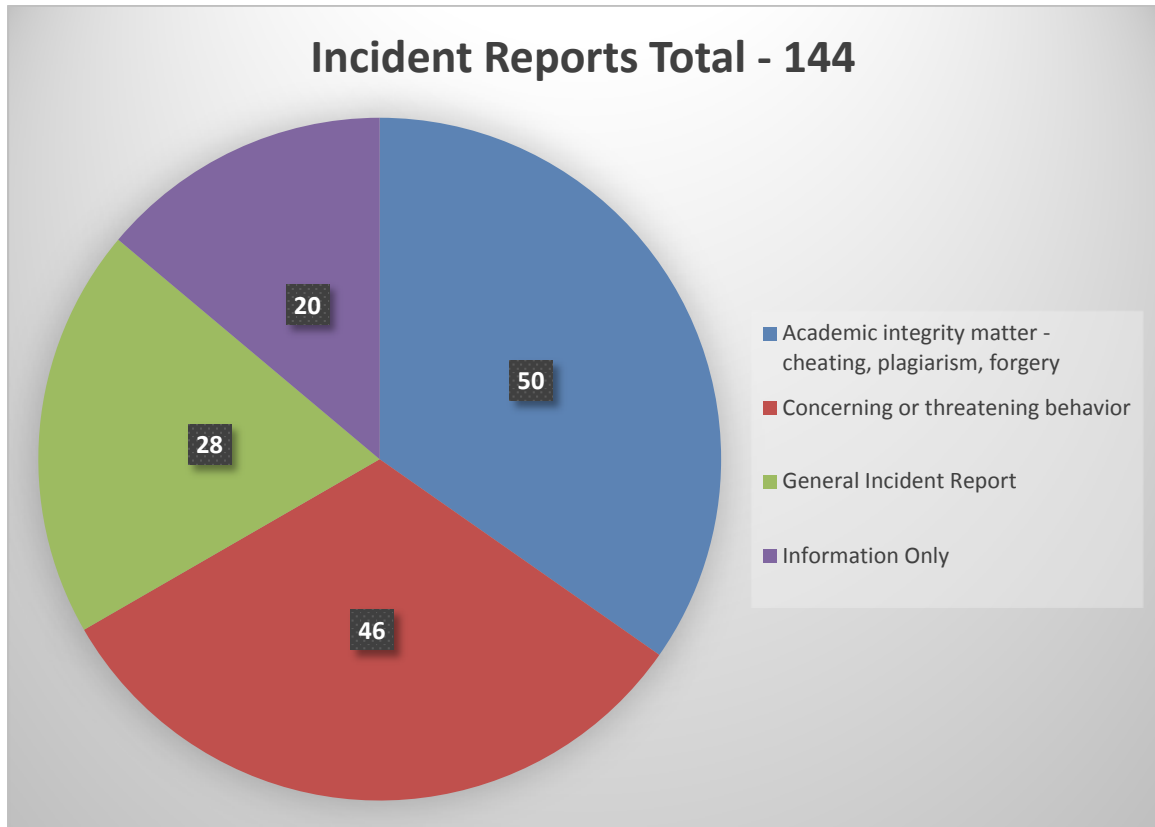
As indicated in the graph below Waubonsee Intervention Forms (WIFs) submissions follow trends as to be expected for fall 2015. The key stress points for many students are in periods leading up to mid-term or final exams. However, in the spring 2016 there was a steady rate of submissions that peaked at 22 incidents reported in May.

Incidents by Month for the period



Overview

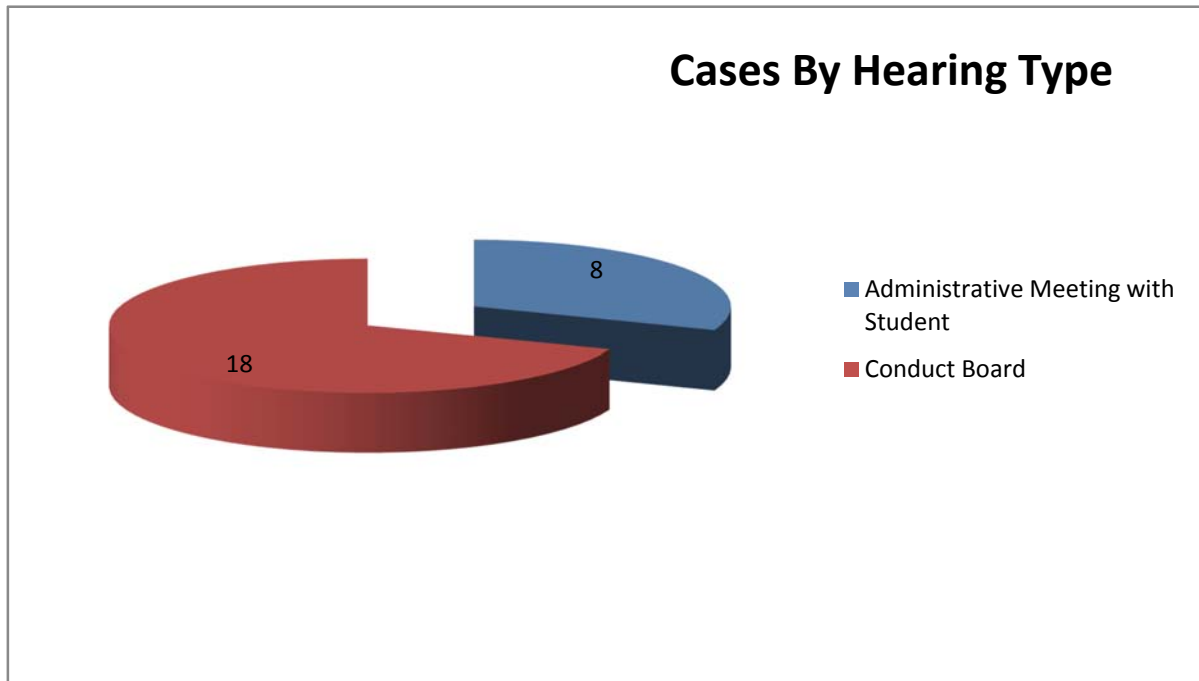
- In the 2015-2016 academic calendar year, there were 144 Waubonsee Intervention Forms (WIFs) submitted online. In comparison to the 2014-2015 academic calendar year (n=163), this shows a very slight decrease (less than 1%).



- In order to provide additional information, below are some examples:
 - Concerning or threatening behavior include inappropriate texting to the instructor; disruptive behavior in the classroom; fighting on campus
 - General incident reports include inappropriate language in the classroom; theft of another student's property
 - Information only includes mental stability of student; unstable health condition of student

Conduct Cases

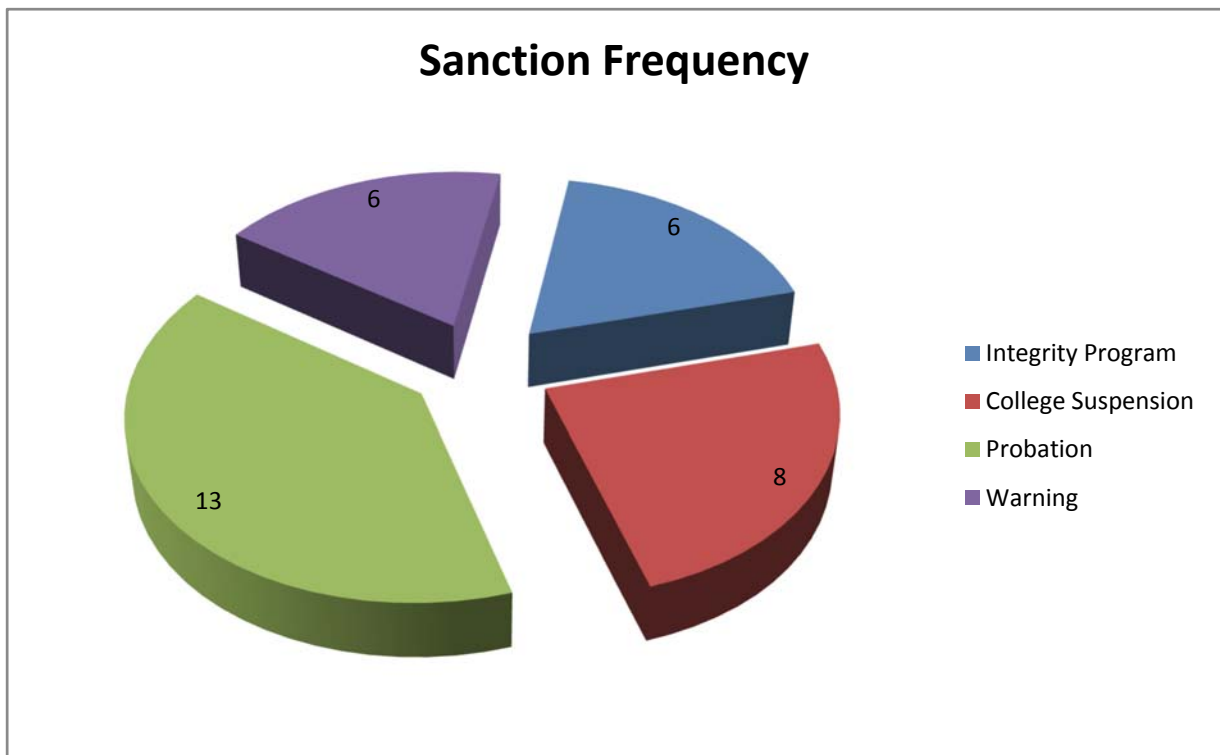
- A total of 18 cases were sent to the Student Conduct Board to be heard. Of these cases, four students were found non-responsible for the charged violation. Administrative hearings were conducted individually by the Dean for Students. Each Student Conduct Board hearing consisted of no fewer than three faculty members and one student representative.



Student Conduct Board is comprised of 18 faculty and 9 students. At a minimum, the board typically consists of three faculty and two current Waubonsee students. The Student Conduct Board works with the reporting party, responding party, and witnesses to gather enough information to determine if the responding party is responsible or not responsible for a Code of Student Conduct violation.

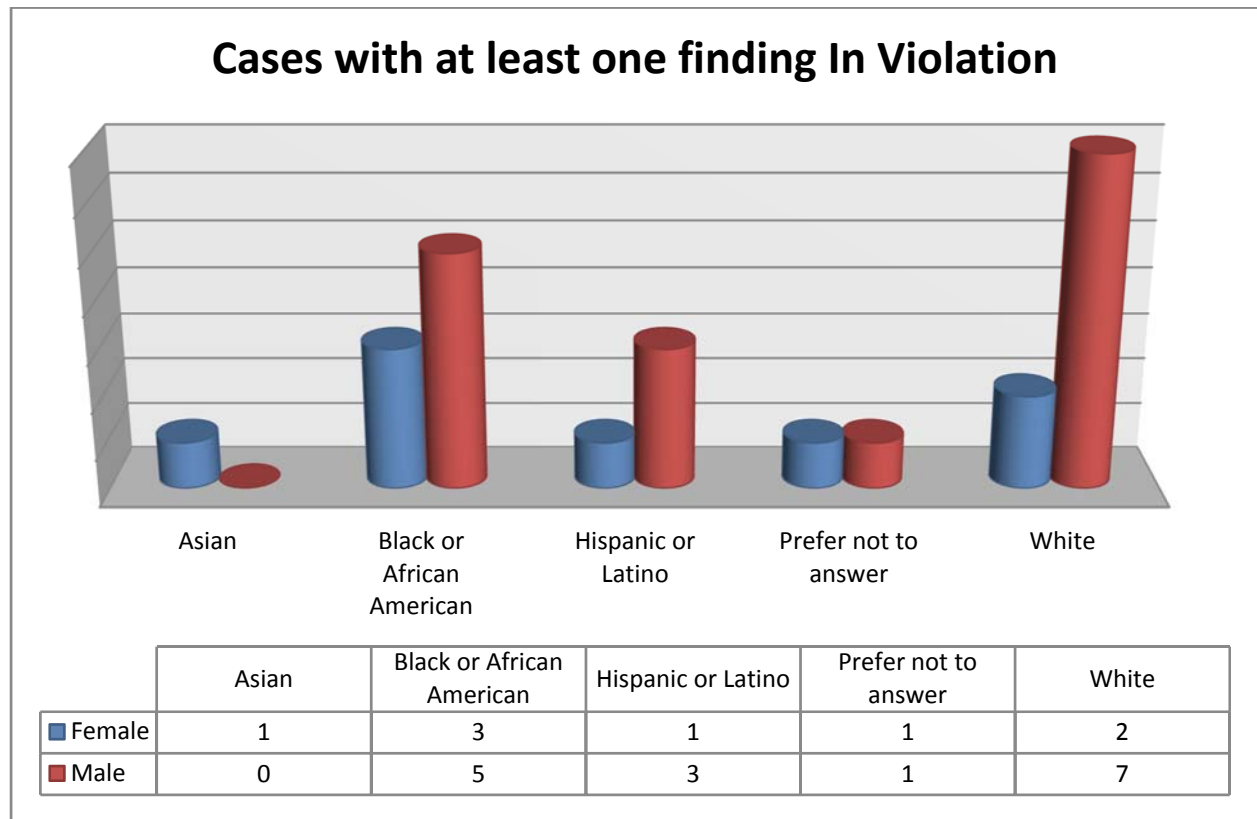
Most Common Sanctions

- Out of the 28 students that were found responsible, they received the following sanctions; six students to complete the Integrity Program, eight students were suspended, 13 students were placed on probation, and six students received a formal warning. Most students that received a probation or warning were also required to complete a discretionary educational sanction, such as visiting the Tutoring Center, paying restitution for damages, writing a reflection letter, meeting with an Integrity Coach or undergoing a wellness assessment.



Ethnicity and Gender

There were eight female and 16 male students who took part in the student conduct process that were found with at least one violation, during the 2015-2016 academic calendar year.



Outreach Efforts

The Office of the Dean for Students supports, promotes and attends various events and activities to get the message out about being safe on campus, knowing the Code of Student Conduct and how to report violations or concerns. The list below includes many of the outreach efforts taken by the Office of the Dean for Students between the periods of August 2015 to July 2016.

- Learn the Code Live the Code Poster Campaign
- Party Smart Alcohol Awareness program
- Counseling & Advising Coordinating Council (CACC) meeting presentations
- Faculty Orientation Presentations
- Adjunct Faculty Fair table
- New Student Orientation table
- Student Senate Meetings
- Student Athlete Orientation Presentation
- Correspondence to all Faculty & Staff
- Correspondence to all Students
- One-on-One Consultations with faculty and students

Crisis Assessment Team

The Waubonsee Crisis Assessment Team (CAT) meets to review incidents and reports from faculty, staff, and students that might pose a threat to themselves or others. The group meets quarterly and when a situation requires their attention.

Members:

Dr. Scott Peska (Chair), Dean for Students
Emily Hinton, Access Center Manager
Jamey DiVietro, Counselor/Assistant Professor
Joe Heinrich, Assistant Professor Criminal Justice
J.C. Paez, Campus Police Chief
Kelli Sinclair, Dean for Counseling, Career and Student Support
John Wu, Director of Emergency Management and Safety
Dr. Melinda Tejada, Vice President of Student Development*
Dr. Lisa Fozio-Thielk, Associate Professor Psychology*
Katie Kripp, Senior Human Resources Manager*
Patrick Rolison, Assistant Professor Criminal Justice*
Larry Stefanski, Campus Police Sergeant*
Rosie Carbajal-Romo, Counselor Bilingual/Assistant Professor

**indicates additional members (when needed)*

Meeting Dates:

September 10, 2015
November 12, 2015
February 11, 2016
February 25, 2016
April 14, 2016

Training:

Two members attended the Advanced Campus Behavioral Threat Assessment training, June 21, 2016 at NIU Hoffman Estates

All members went through a training on the first meeting, September 10, 2015.

Student Conduct Board (2015-2016)

All members of the Student Conduct Board (SCB) attended mandatory training on one of two dates in September or through a make-up time with the Dean for Students. SCB chairpersons completed additional training. The time and service provided by these dedicated students and faculty members is commendable. The Office of the Dean for Students extends a heartfelt thank you to each individual listed for their active participation this year.

They help students learn from mistakes by being educational and remain steadfast to restoring justice through the conduct process to our community. If you are a faculty member interested in serving on the Student Conduct Board, please contact the Dean for Students.

Faculty

Andrea Siekierski
Andy MacDonald
Catherine Collins
Connie Wingate
Heather Martin
Heidy Kindelin
Dr. Jacqueline Rothschild
Jennifer Schafernak*
Karl Schulze
Dr. Leatha Ware
Dr. Lisa Fozio-Thielk
Nancy Virumbrales
Pamela Brooks
Scott Hollenback
Sowjanya Dharmasankar
Ulysses Diaz*

Students

Christine Michaud
David Bertolotti
Dean Pappas
Jason Gruben
Julia Gramham
Morelia Delgado
Patsy Nichols
Rachel Chandler
Samantha Hung

*indicates that they have also served as chairperson and facilitators of the Student Conduct Board.

If there are any questions regarding information found within this report, please contact the Dean for Students at (630) 466-2363 or deanforstudents@waubonsee.edu.



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