



Student Conduct Annual Report 2014 - 2015

Waubonsee Community College
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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 Integrity Project (TIP) committee, in 2014-2015, updated the campus plagiarism and integrity statements. Furthermore, they created and piloted in 2014-2015 the Integrity Coach Program, where students found responsible for plagiarism or cheating have to meet with a faculty member two to three times to discuss the issues that led to the academic infraction.

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. For more information pertaining to the Code of Student Conduct, please review pages 82-99 in the 2015-2016 Student Handbook.

From August 1, 2014 through July 31, 2015, there were:

- **163** Waubensee Intervention Forms (WIFs) submitted.
- **54** conduct cases; More than **70%** of all conduct cases were heard by the Student Conduct Board.
- **53** students who were found responsible and received a disciplinary sanction. Of these students, **51%** received a sanction of probation. One student was expelled and eight were suspended for at least one academic semester.

- Nearly **43%** of the conduct cases were academic integrity issues which include cheating, furnishing false information and plagiarism.

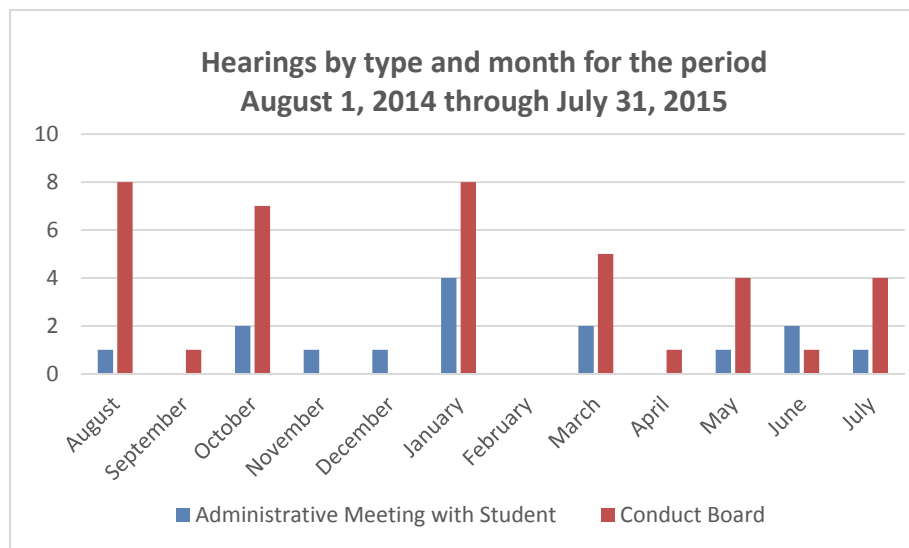
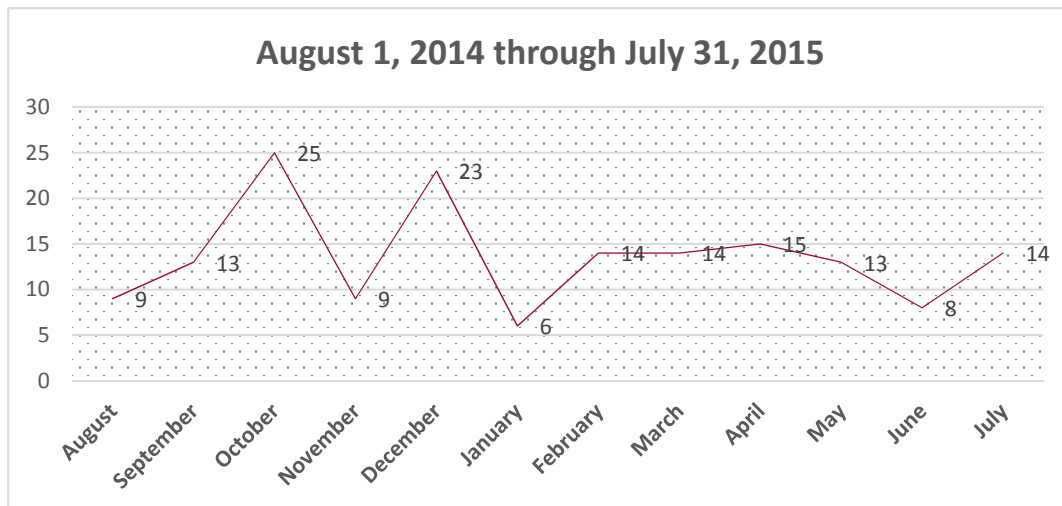
The following pages contain data analyzed from the Maxient Student Conduct Management software. The data was cleaned and reviewed for accuracy and reliability. If there are any questions regarding information found within this report, please contact the Office of the Dean for Students at (630) 466-2349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

Aggregate Summary Student Conduct Cases 2014-2015

Yearly Snapshot

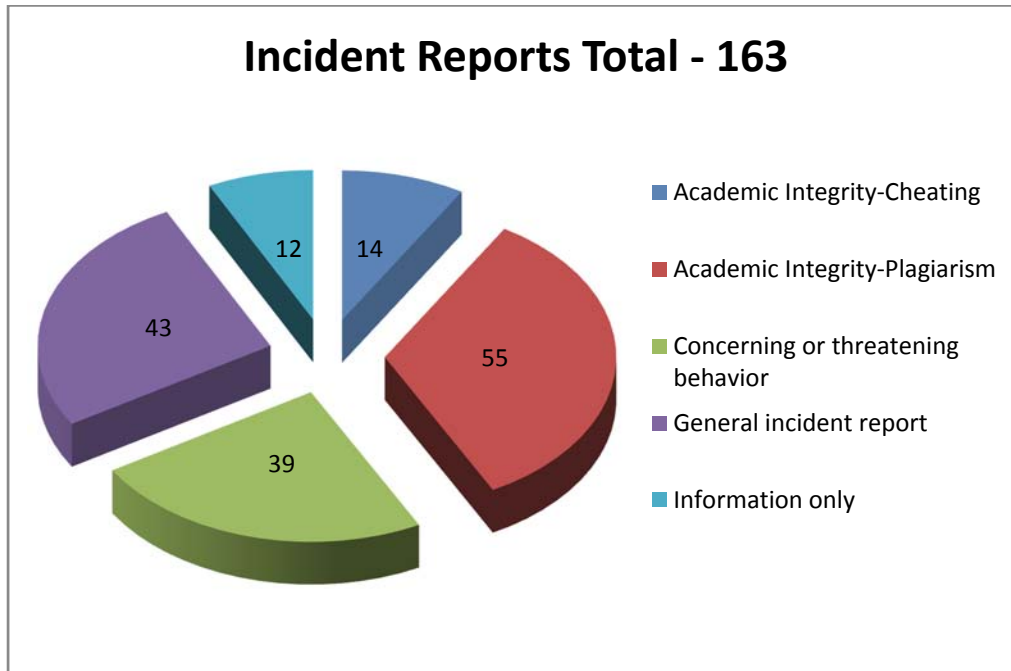
As indicated in the graph below Waubonsee Intervention Forms (WIFs) submissions follow trends as to be expected for fall 2014. The key stress points for many students are in periods leading up to mid-term or final exams. However, in the spring 2015 there was a steady rate of submissions that carried over through summer.

Incidents by Month for the period



Overview

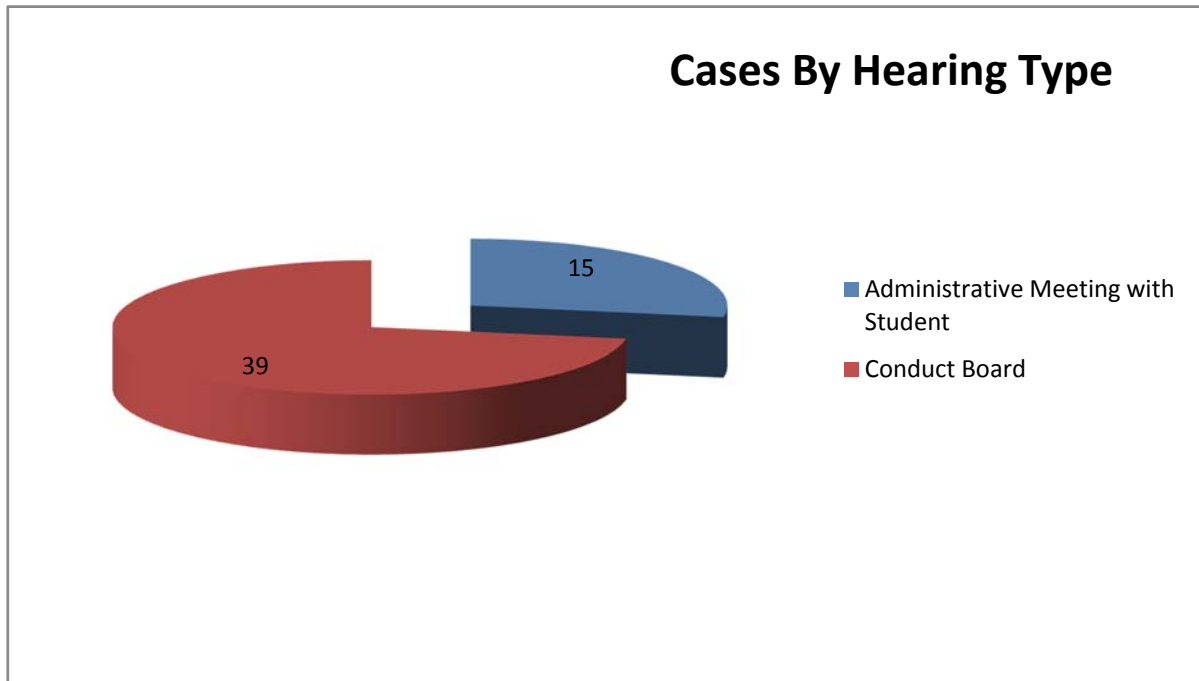
- In the 2014-2015 academic calendar year, there were 163 Waubonsee Intervention Forms (WIFs) submitted online. In comparison to the 2013-2014 academic calendar year (n=159), this is only a 1.0% increase.



- 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

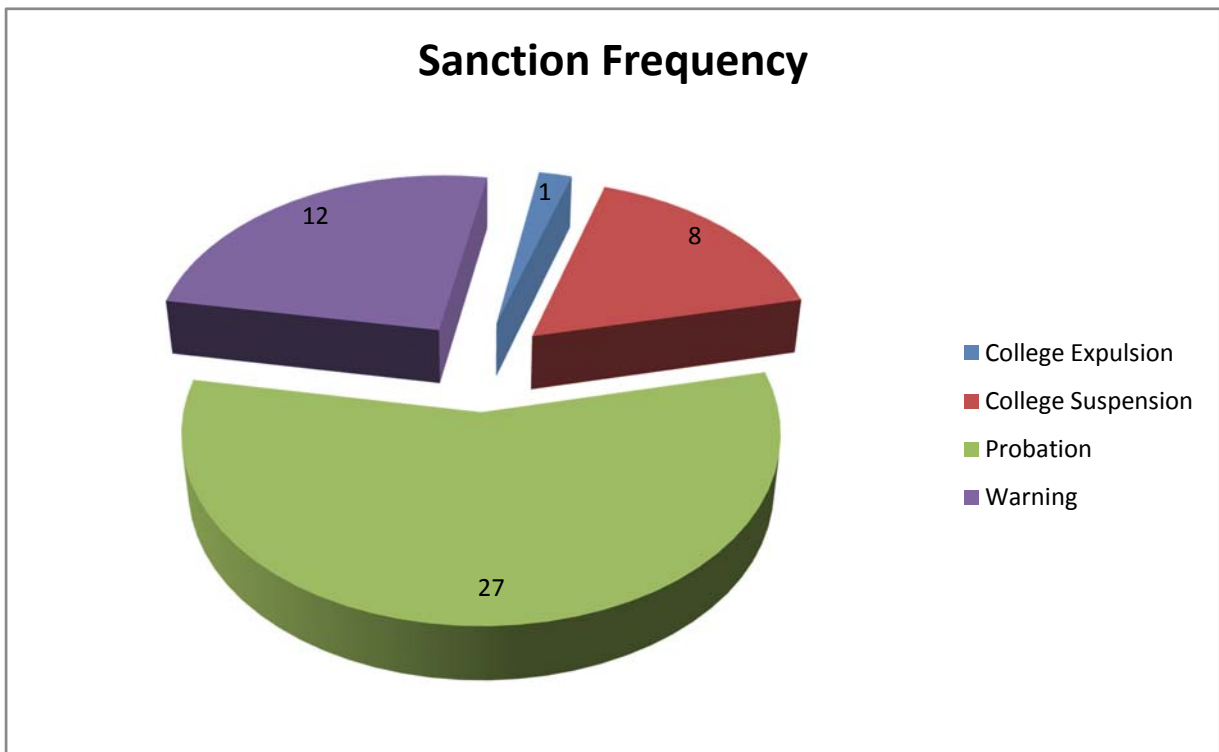
- A total of 39 cases were sent to the Student Conduct Board to be heard. Of these cases, four students were found non-responsible for the charged violation. Administrative hearings were conducted individually by the Dean for Students. Each Student Conduct Board hearing consisted of no fewer than three faculty members and one student representative.



Student Conduct Board is comprised of 13 faculty and 8 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.

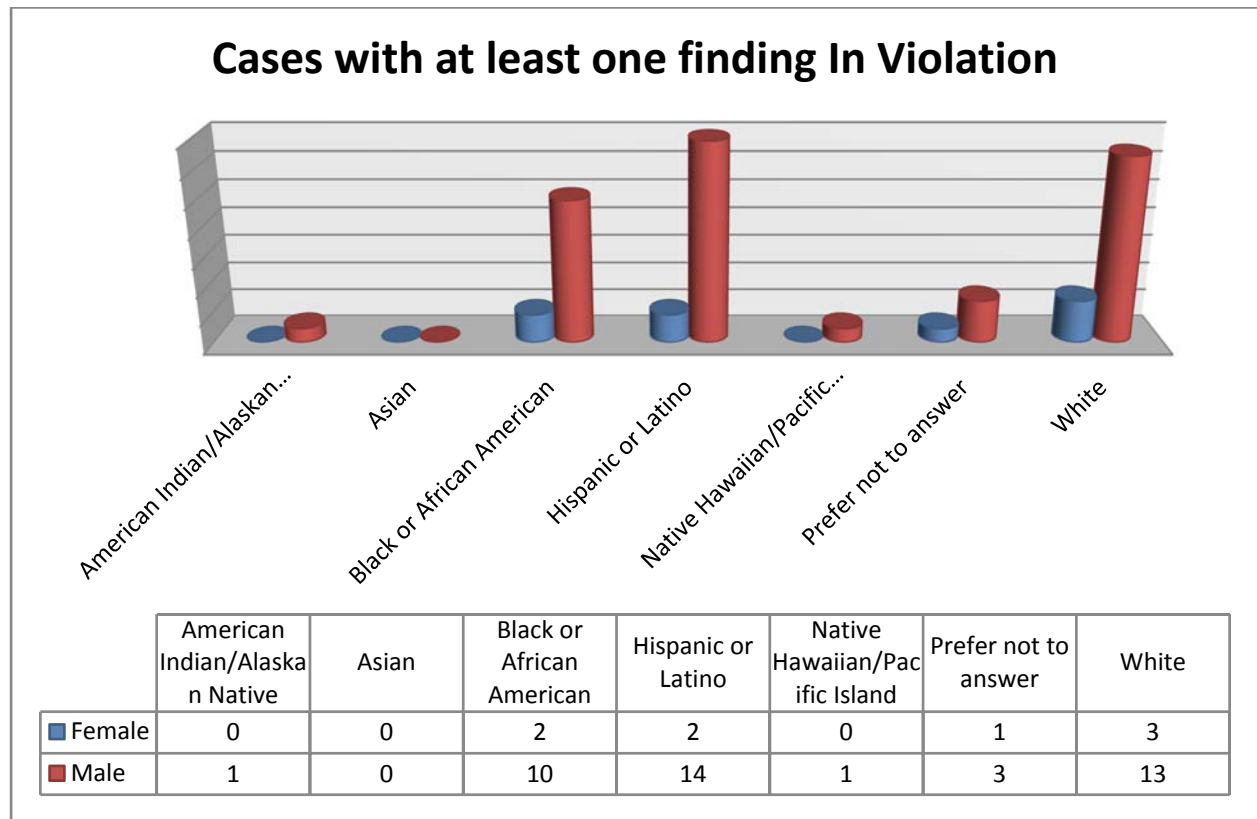
Most Common Sanctions

- Out of the 53 students that were found responsible, they received the following sanctions; one student was expelled, eight students were suspended, 27 students were placed on probation, and 12 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 42 male students who took part in the student conduct process that were found with at least one violation, during the 2014-2015 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 2014 to July 2015.

- Learn the Code Live the Code Poster Campaign
- Promotion of the Stay Safe 360 programs
- 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 (4)
- 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
Joe Heinrich, Assistant Professor Criminal Justice
J.C. Paez, Campus Police Chief
John Reese, Assistant Professor Human Services
Kelli Sinclair, Dean for Counseling, Career and Student Support
John Wu, Director of Emergency Management and Safety
Dr. Melinda James, 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*

**indicates additional members (when needed)*

Meeting Dates:

May 12, 2014
September 10, 2014
November 12, 2014
February 11, 2015
April 14, 2015

Other:

Three members of the CAT team attended the Behavioral Intervention Team (BIT) Drive-In training on April 8, 2015 at McHenry County College

Student Conduct Board (2014-2015)

The time and service provided by faculty and student hearing board members is commendable. A heartfelt thank you is extended to each individual listed for their active participation with the student conduct hearing board. 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

Andy MacDonald*
Catherine Collins
Connie Wingate
Heidy Kindelin
Jennifer Schafernak
John Reese*
Karl Schulze
Leatha Ware
Dr. Lisa Fozio-Thielk
Mary Beth Hutches
Nancy Virumbrales
Pamela Brooks
Steven Skaggs

Students

Christine Michaud
Josh Fatima
Lucas Doenges
Nicole Bednarek
Rachel Clinton
Jesse Garner
Julie Poe
Patsy Nichols

*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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