



# Student Conduct Annual Report 2013 - 2014

Waubonsee Community College  
Authored by: Dr. Scott F. Peska, Dean for Students



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

## **Introduction**

The Office of the Dean for Students at Waubensee Community College processes all alleged violations of the Code of Student Conduct and ensures students' rights to procedural due process are followed. This annual report summarizes the conduct process and includes aggregate data generated from incident reports, informal administrative resolutions, student conduct board hearing findings and a list of sanctions.

## **Office of the Dean for Students' Vision**

The Office of the Dean for Students strives to support students' rights, promote student engagement, foster a sense of community and maintain the integrity of the student body at Waubensee Community College.

## **Goals**

The following goals provide direction for the Office of the Dean for Students:

Provide leadership to four functional areas within the Division of Student Development (e.g. Athletics, Center for Learning Assessment, Student Conduct, and Student Life).

Serve as a referral agent, resource and general advocate to ensure students' rights are upheld and to assist students in resolving issues or concerns pertinent to their success at Waubensee Community College.

Collaborate with faculty, staff, students and the college community to address and redress matters related to student misconduct at Waubensee Community College.

Educate the college community about the rights and responsibilities of students.

## **Staff**

Dr. Scott Peska, Dean for Students  
Myrna Nuñez, Secretary to the Dean for Students  
Josh Fatima, Federal Work-Study Student

## Executive Summary of Findings

Waubonsee Community College strives to create a community climate where learning can flourish and all students feel welcome and respected. 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 process students may experience going through the student conduct process. Lastly, 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 79-96 in the 2014-2015 Student Handbook.

From August 1, 2013 through July 31, 2014, there were **159** Waubonsee Intervention Forms (WIFs) submitted. From these, **56** were brought forth as conduct cases, which led to **52** students being found responsible and received a disciplinary sanction. More than **50%** of all conduct cases were heard by the Student Conduct Board. There were 16 faculty and 11 students whom agreed to and were trained to serve on Student Conduct Board hearings.

In the cases that students were found responsible for violation of a Code of Student Conduct, **73%** of students received a sanction of probation. One student was expelled and four were suspended for at least one academic semester.

Nearly **34%** of these cases were academic integrity issues which include cheating, furnishing false information and plagiarism. Based on this it was recommended to re-establish The Integrity Project team to review current and available resources and provide additional measures to redress future integrity infractions. Additionally, the Code of Student Conduct will be further reviewed as an annual goal of the Office of the Dean for Students.

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) 466-2363 or [deanforstudents@waubonsee.edu](mailto:deanforstudents@waubonsee.edu).

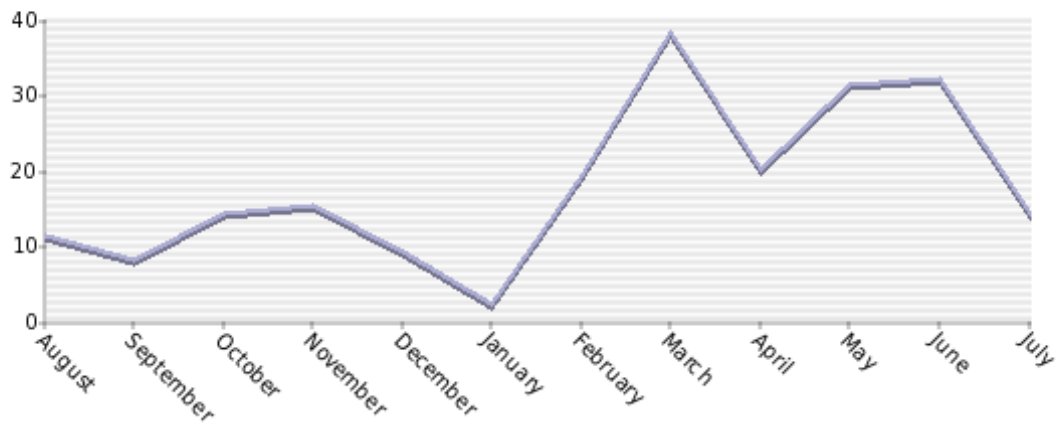
## Aggregate Summary Student Conduct Cases 2013-2014

### Yearly Snapshot

As indicated in the graph below Waubonsee Intervention Forms (WIFs) follow trends as to be expected. The key stress points for many students are in periods leading up to mid-term or final exams. This is when we see the most WIFs being submitted. In the spring semester, there is a steep increase between January and March.

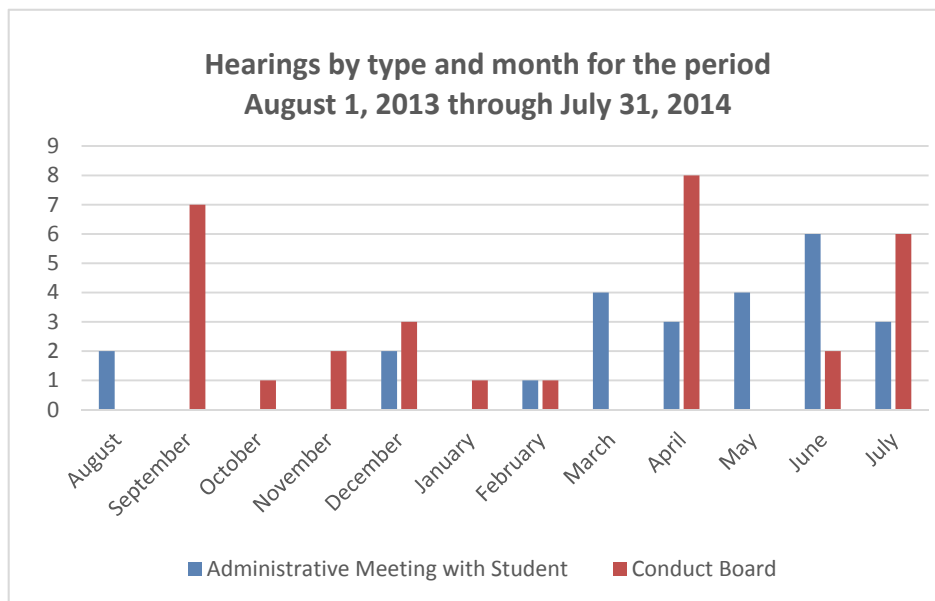
#### Incidents by Month for the period

August 1, 2013 through July 31, 2014



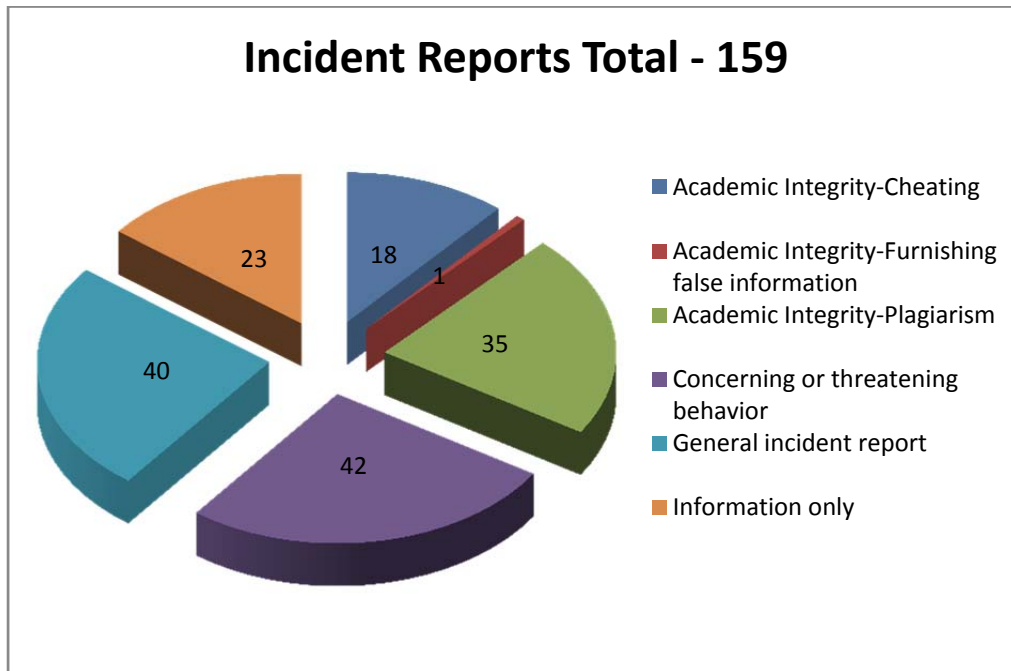
#### Hearings by type and month for the period

August 1, 2013 through July 31, 2014



## Comparable Stats

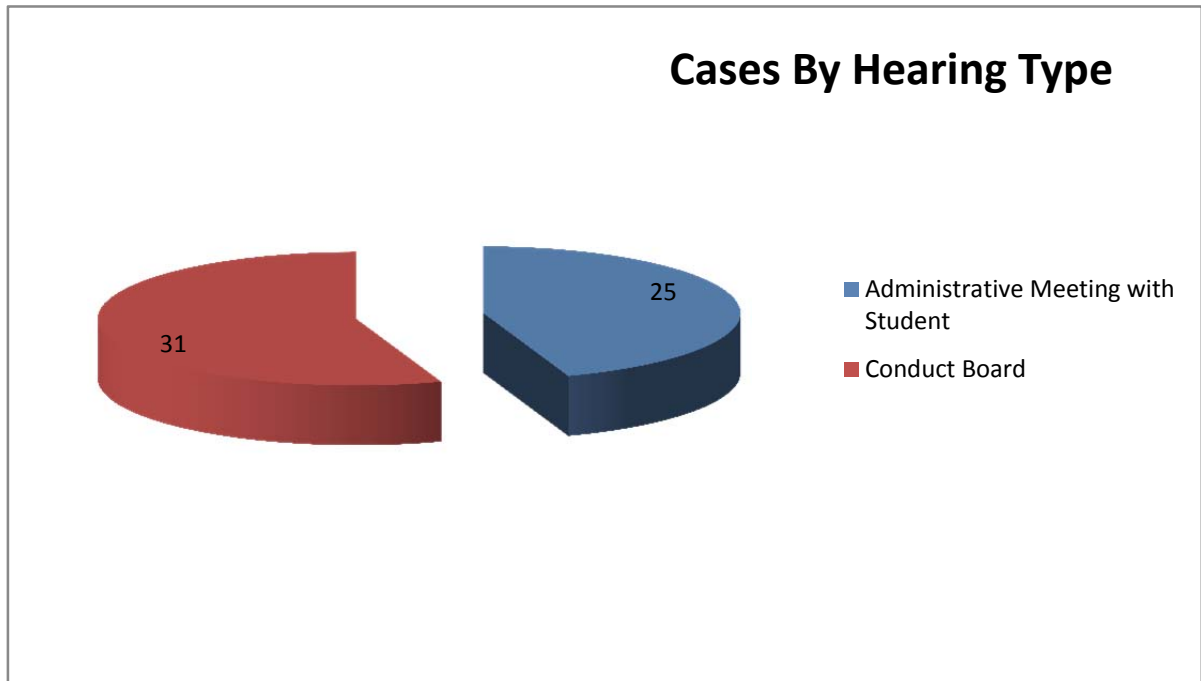
- In the 2013-2014 academic calendar year, there were 159 Waubonsee Intervention Forms (WIFs) submitted online. In comparison to the 2012-2013 academic calendar year (n=157), this is only a 1.0% decrease. When comparing similar categories in 2012-2013; 7 WIFs were determined to be Academic, 43 Academic integrity matter, 54 Concerning or threatening behavior, 41 General incident reports and 12 Information only.



- 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

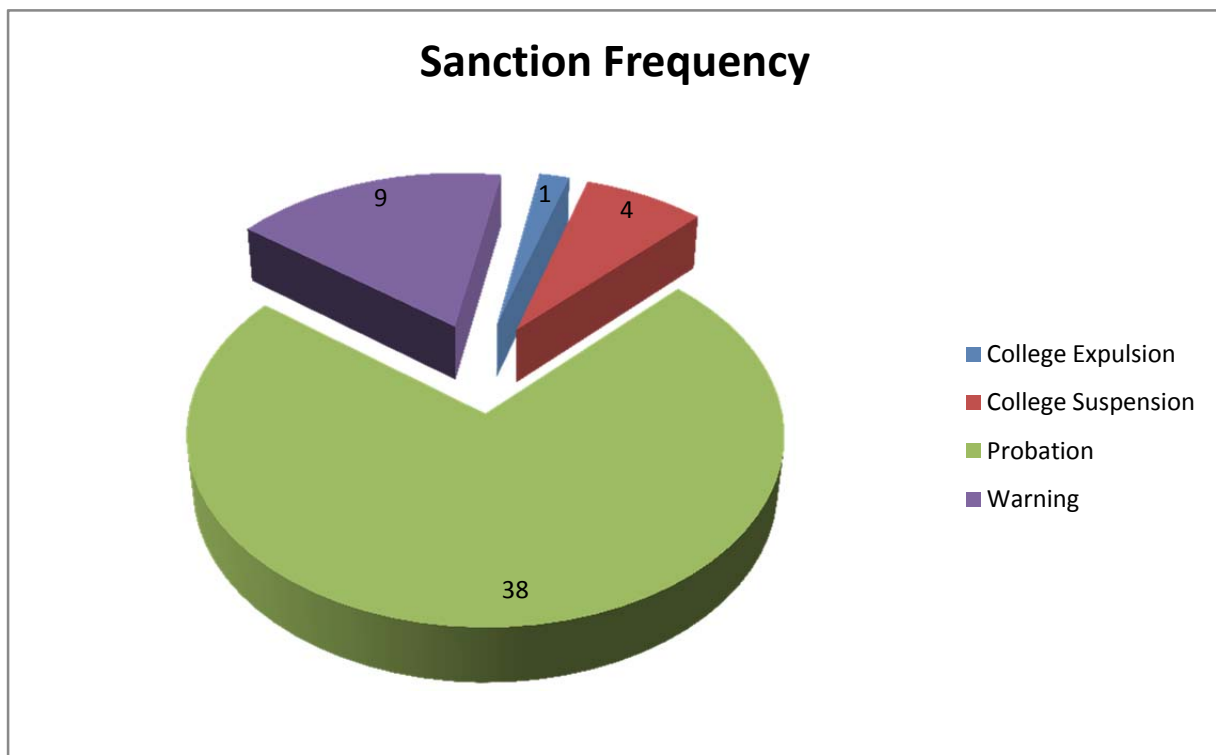
## Conduct Cases

- A total of 31 cases were sent to the Student Conduct Board to be heard. Of these cases, two 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.



## Most Common Sanctions

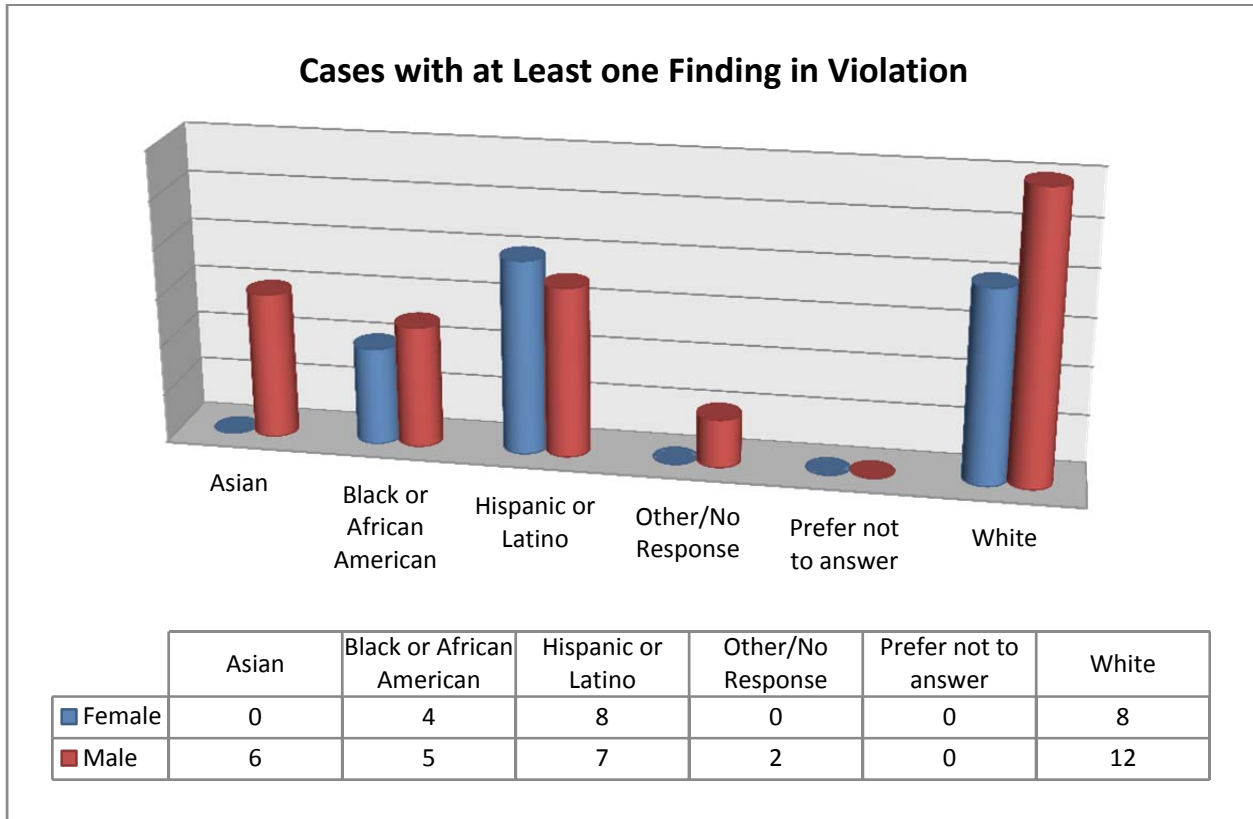
- Out of the 52 students that were found responsible, they received the following sanctions; one student was expelled, four students were suspended, thirty-eight students were placed on probation, and nine students received a formal warning. Most students that received a probation or warning were also required to complete an 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 20 female and 32 male students who took part in the student conduct process that were found with at least one violation, during the 2013-2014 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 2013 to July 2014.

- 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
- 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 11 faculty and 22 students

## Student Conduct Board (2013-2014)

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\*  
Cindy Hassing  
Connie Wingate  
Heidy Kindelin  
Jennifer Schafernak  
John Reese\*  
Karl Schulze  
Leatha Ware  
Lisa Fozio-Thielk  
Mary Beth Hutches  
Nancy Virumbrales  
Pamela Brooks  
Scott Hollenback  
Shawn Ballee  
Sowjanya Dharmasankar  
Steven Skaggs

### Students

Christine Michaud  
David Del Giudice  
Josh Fatima  
Kristen Rojas  
Nicole Bednarek  
Peter Bowe  
Rachel Clinton  
Rebecca Arnold  
ShoShanna Vitullo  
Spencer Treece  
William Osborne

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

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