



**Student Conduct
Annual Report
2016 - 2017**

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Where futures take shape

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 Waubonsee 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 found on page 151 of the Student Handbook. For more information, pertaining to the Code of Student Conduct, please review pages 137-150 in the 2017-2018 Student Handbook.

From August 1, 2016 through July 31, 2017:

- There were **159** Waubonsee Intervention Forms (WIFs) submitted.
- Out of **37** conduct cases, there were more than **68%** that were heard by the Student Conduct Board.
- There were **31** students who were found responsible and received a disciplinary sanction. Of these students, **29%** received a sanction of probation. One student was expelled and four students were suspended for at least one academic semester.
- Nearly **40%** of the conduct cases were academic integrity issues, which include cheating on exams, plagiarism, and furnishing false information, such as forgery of a letter to a police department. In comparison to the 2015-2016 academic calendar year (n=144), the conduct cases with academic integrity issues were at 43%.

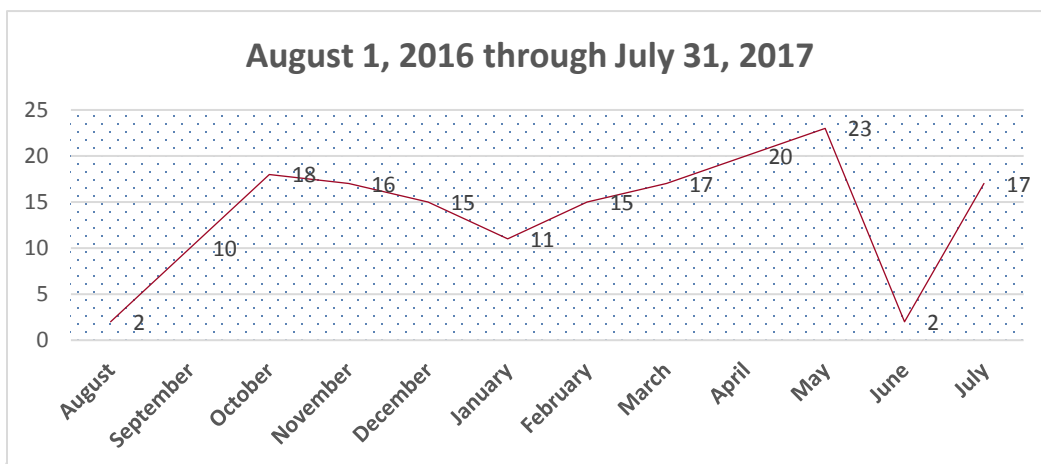
The following pages contain data analyzed from the Maxient Student Conduct Management software. The data was cleaned and reviewed for accuracy and reliability. If there are any questions regarding information found within this report, please contact the Office of the Dean for Students at (630) 466-2349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

Aggregate Summary Student Conduct Cases 2016-2017

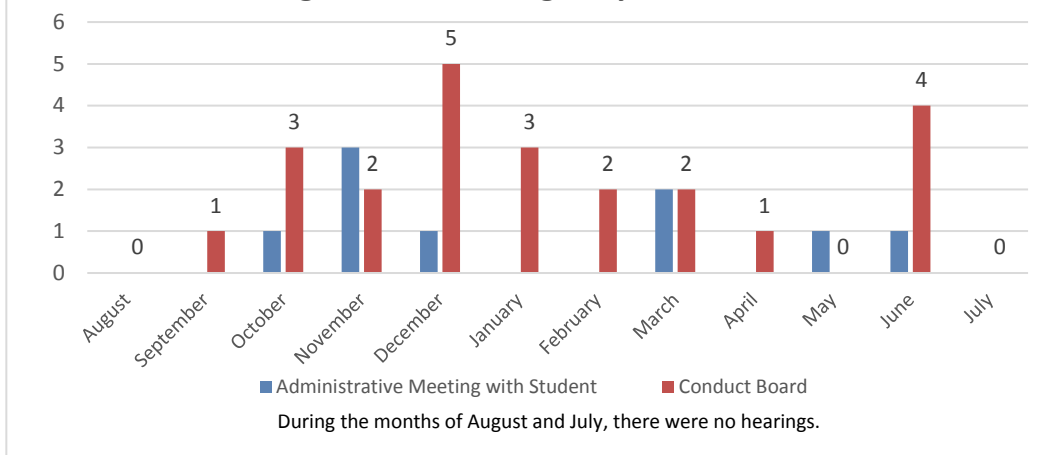
Yearly Snapshot

As indicated in the graph below Waubonsee Intervention Forms (WIFs) submissions follow trends as to be expected for fall 2016. The key stress points for many students are in periods leading up to mid-term or final exams. However, in spring 2016 there was a steady rate of submissions that peaked at 23 incidents reported in May.

Incidents by Month for the period

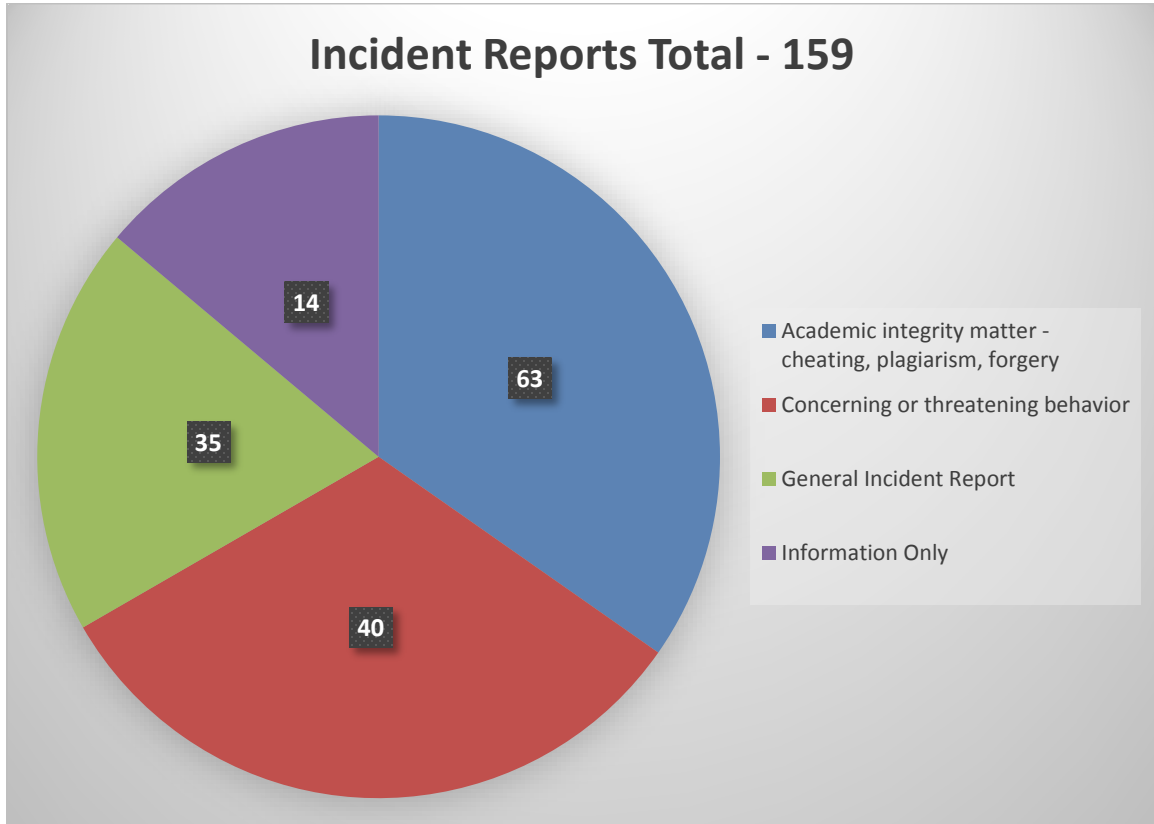


Hearings by type and month for the period August 1, 2016 through July 31, 2017



Overview

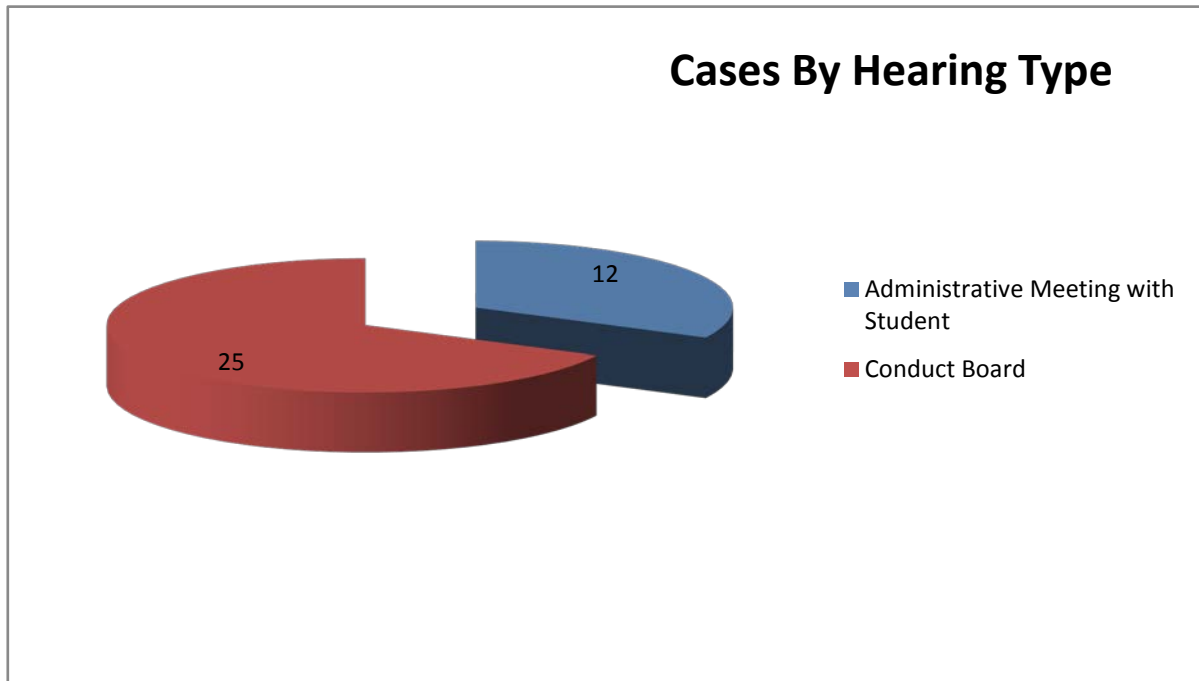
- In the 2016-2017 academic calendar year, there were 159 Waubonsee Intervention Forms (WIFs) submitted online. In comparison to the 2015-2016 academic calendar year (n=144), this shows a slight increase (by 1.10%).



- 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

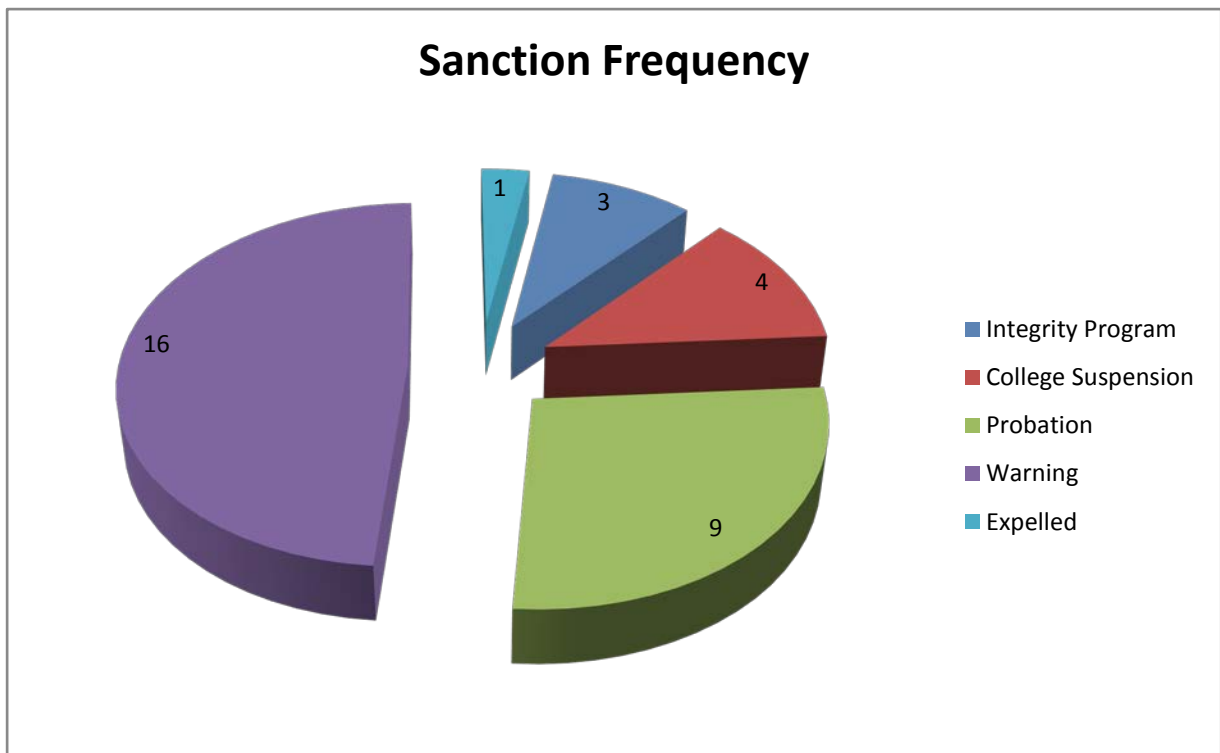
- A total of 25 cases were sent to the Student Conduct Board to be heard. Of these cases, three students were found non-responsible for the charged violation. There were twelve administrative hearings which were conducted individually by the Dean for Students. Each Student Conduct Board hearing consisted of no fewer than three faculty members and one student representative.



The Student Conduct Board is comprised of 17 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.

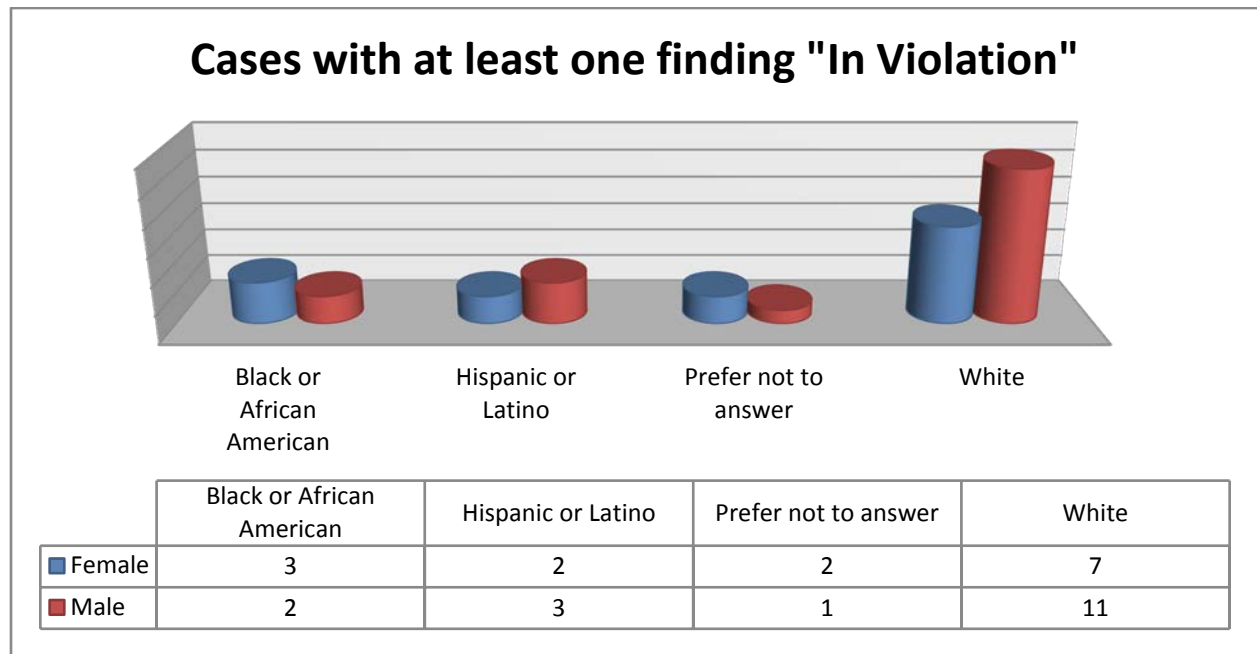
Most Common Sanctions

- Out of the 33 students that were found responsible, they received the following sanctions; one student was expelled, three students to complete the Integrity Program, four students were suspended, nine students were placed on probation, and sixteen students received a formal warning. One student that received a college suspension was also required to complete an additional sanction such as, two meetings with an outside social worker, psychotherapist or other qualified counselor.



Ethnicity and Gender

There were 14 female and 17 male students who took part in the student conduct process that were found with at least one violation, during the 2016-2017 academic calendar year.



Outreach Efforts

The Office of the Dean for Students provides support, promotes, and attends various events and activities to get the message out about being safe on campus and to know 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 2016 to July 2017.

- Learn the Code Live the Code Poster Campaign
- Party Smart Alcohol Awareness program
- Counseling & Advising Coordinating Council (CACC) meeting 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

Campus Assessment Team

The Waubonsee Campus Assessment Team (CAT) meets to review incidents and reports from faculty, staff, and students that might pose a threat to themselves or others. When a situation requires their attention the team will meet as well as quarterly.

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 12, 2016
November 10, 2016
February 9, 2017
March 22, 2017
April 17, 2017

This group also meets on an “as needed basis.”

Student Conduct Board (2016-2017)

All members of the Student Conduct Board attended mandatory training on one of two dates in September or through a make-up time with the Dean for Students. Student Conduct Board 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

Catherine Collins*
Connie Wingate
Heather Martin
Heidy Kindelin
Dr. Jacqueline Rothschild
Jennifer Schafernak*
Judy Reardanz
Karl Schulze
Dr. Leatha Ware
Dr. Lisa Fozio-Thielk
Margie Schoolfield
Michael Moran
Nancy Virumbrales
Pamela Brooks
Sowjanya Dharmasankar
Steven Skaggs*
Ulysses Diaz*

Students

Anthony Vruno
Blanca Perez
Christine Michaud
Jorge Ochoa
Natasha Ginter
Rose Ann Whiteside
Ryan Schafernak
Samantha Noehre
Ghada Quattum

*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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