



**Student Conduct  
Annual Report  
2021 - 2022**

## Overview and Purpose

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Waubonsee Community College strives to create a community climate where learning can flourish, and all students feel welcome and respected. 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 addressing and redressing conduct of students and student organizations that fail to abide by these standards.

The purpose of this report is to summarize Student Conduct activity during the 2021-2022 academic year, defined as August 1, 2021 through July 31, 2022. This annual report includes aggregate data generated from incident reports, informal administrative hearings, student conduct board hearings and sanctions. \*

All alleged violations of the Code of Student Conduct were processed through the Office of the Dean for Students, which places procedural due process as a top priority. Any student charged with a violation of the Code was 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. Furthermore, students are provided opportunities to ask questions about their rights and the conduct process prior to the hearing.

The Code of Student Conduct has 22 defined rules and regulations expected of students and an overview of the eight-step conduct process students may experience if charged with a violation. The Code of Student Conduct also lists possible sanctions and the appeal process. It concludes with the college's plagiarism statement. For more information pertaining to the Code of Student Conduct, please review pages 138-154 in the 2022-2023 Student Handbook.

\*All analysis based on Waubonsee data derived from *Maxient* Student Conduct database (8/1/2021 to 7/31/2022)

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## Executive Summary 2021-2022

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Any member of the college community can submit a Waubonsee Intervention Form (WIF) for a variety of reasons, including: report an alleged violation of the Student Code of Conduct, share a concern about a student in need of support, submit a harassment/discrimination concern or document an incident. One WIF can involve one or multiple students. Additionally, students can submit a WIF to file a complaint about a Waubonsee program or employee. All forms can be found on the college's public website at <https://www.waubonsee.edu/student-experience/student-services/student-intervention-support/student-conduct-and-student-complaints-reports>. Student complaints and discrimination/harassment reports are documented in separate reports.

There was a total of 217 WIF reports submitted in 2021-2022. Of these, 103 were related to student conduct or behavioral issues. In some instances, conduct-related reports were submitted by several people regarding the same incident which resulted in multiple WIFs being merged into one case. In other instances, minor behavioral concerns that didn't warrant conduct charges were referred to Counseling and Student Support.

The largest proportion of WIFs (43%) were reported as "academic integrity incidents" which is a 20% decrease from last year's numbers. A total of 55 cases involved conduct charges that were referred for conduct hearings. Of these, 17 were heard by the Student Conduct Board and 38 were conducted as Administrative Hearings.

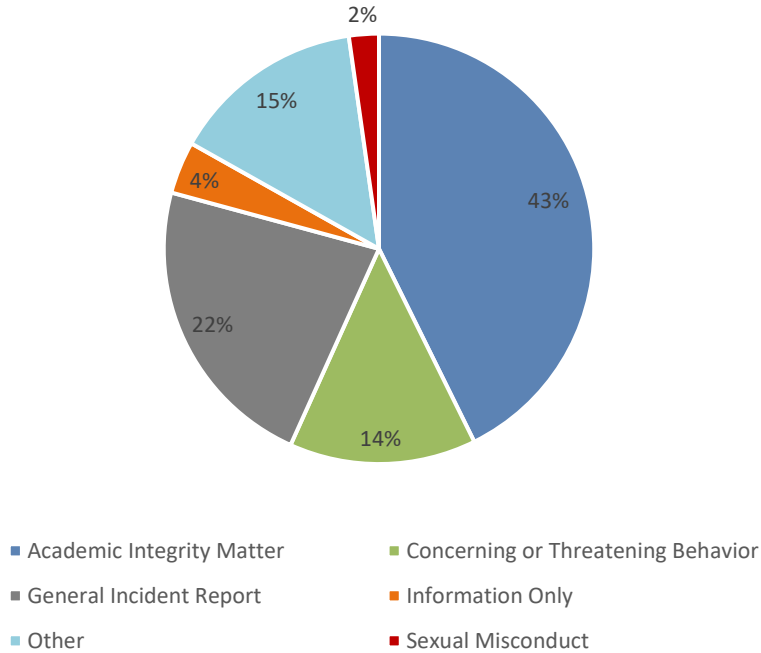
Due to the Governor's mandate requiring staff, faculty, and students at colleges and universities to be vaccinated or test weekly, the Dean for Students office issued 2,470 warnings for students who were out of compliance during the Fall 2021 semester.

# Aggregate Summary of Student Conduct 2021-2022

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## Reporting Overview

Of all the Waubonsee Intervention Forms (WIFs) submitted, 103 were related to student conduct or behavioral issues. The table below illustrates the breakdown of the conduct-related categories.

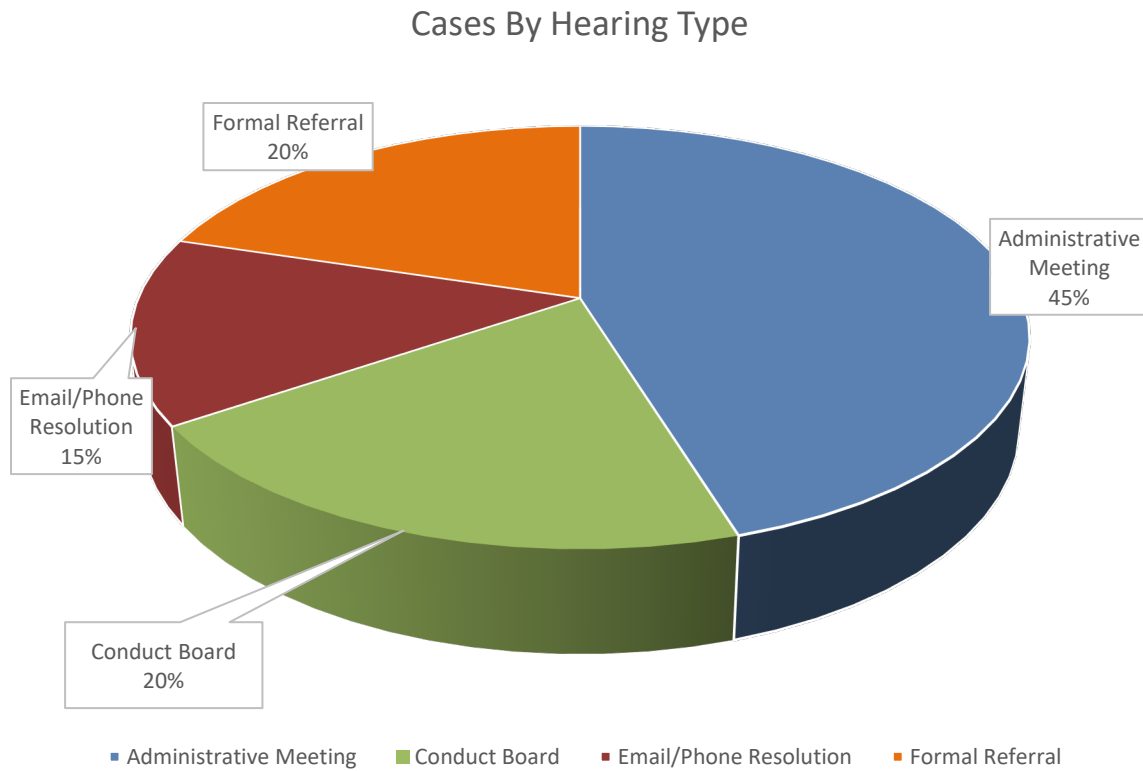


Examples of cases that fell within the conduct categories are provided below:

- **Academic Integrity** included plagiarism, cheating on tests and using unauthorized materials for assignments.
- **Concerning or threatening behavior** included inappropriate texting or emailing instructors and concerning behavior in the classroom or online.
- **General incident reports** included inappropriate language, inappropriate sharing on social media and disruptive behavior.
- **Information only reports** included mental health concerns and other concerns that the reporters wished to simply document.
- **Other** included incidents that cannot be classified otherwise, such as an atypical traffic violation on campus.
- **Sexual Misconduct**

## Conduct Cases

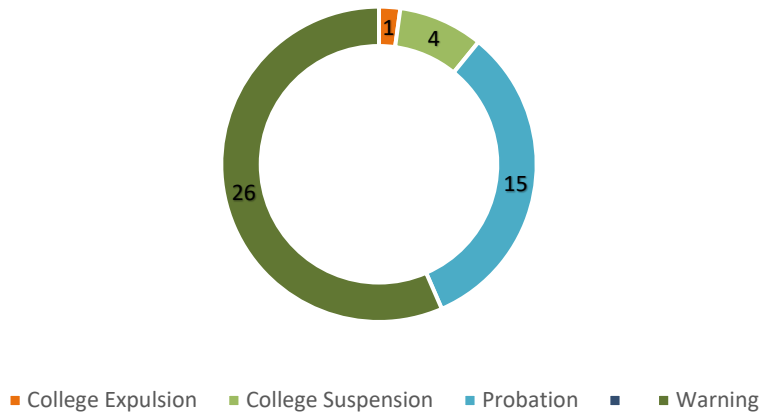
Of the 55 conduct hearing referrals, a total of 17 cases were sent to the Student Conduct Board, and 38 administrative hearings were conducted individually by the Dean for Students Office. Each Student Conduct Board hearing consisted of no fewer than two faculty members and one student representative.



## Most Common Sanctions

Of all the conduct violation findings, there was one suspension, 12 probations, and 26 warnings.

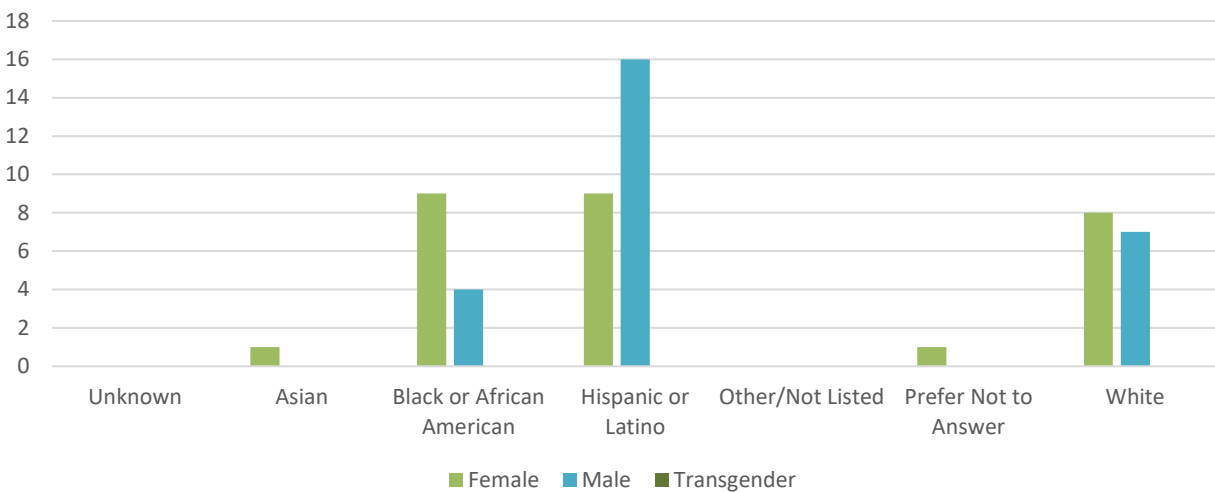
Sanction Breakdown



## Case Count by Student Gender and Ethnicity

Of the students who were found in violation of at least one conduct charge, 28 of these students were women and 27 were men.

Ethnicity/Gender Breakdown of Students Found in Violation



## Outreach Efforts 2021-2022

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Several institutional programs and initiatives support the promotion and maintenance of a safe, supportive campus learning environment. The full Code of Conduct is printed in the Student Handbook each year. Additionally, the college provides several student awareness and prevention programs that directly or indirectly support campus civility, safety and awareness of the Code of Conduct. Below are some examples:

Conduct training introduction and overview sessions

Access Center Outreach

Workshops on WIFs and Conduct reporting for faculty

Student Conduct Information at New Student Orientation, Student Welcome Days and Faculty Orientation fairs

Individual consultations on student behavioral issues with students, faculty and staff (provided by counselors, officer, dean or AVP)

Student Bystander Intervention Training

Sexual Violence prevention and awareness videos

## Student Conduct Board 2021-2022

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The members of the Student Conduct Board are focused on student learning and remain steadfast in restoring justice through the conduct process in our community. All Student Conduct Board members participate in mandatory training each year prior to their service on the Student Conduct Board. Each Conduct Hearing consists of a quorum of (minimally) two faculty and one student. Several Student Conduct Board members have offered their support to the Conduct Board for multiple years. The time and service provided by these dedicated students and faculty members is commendable.

### Faculty Members

David Barreto  
Robert Cook\*  
Scott Hollenback\*  
Jennifer McGuire  
Michael Moran\*  
Melissa Morgan  
Denise Nakaji  
Dr. Marjie Schoolfield  
Karl Schulze  
Dr. Mary Tosch

### Student Members

Erin Andrea  
Brianna de los Santos  
Kevin Kennedy  
Jayzme Scholl  
Emily White

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

**Questions regarding information found within this report should be directed to Dean for Students at (630) 466-6686 or [deanforstudents@waubonsee.edu](mailto:deanforstudents@waubonsee.edu).**

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