

SUMMARY OF PROPOSED REVISIONS
UC San Diego Student Conduct Code
April 2017

This document summarizes the proposed revisions to the UC San Diego *Student Conduct Code* for the 2017-18 academic year. These revisions have been discussed and/or reviewed by the Student Conduct Standards Group prior to the Campus Comment period. A red-lined version of these revisions can be found on the Office of Student Conduct website (studentconduct.ucsd.edu).

Please note that revisions of titles, gender pronouns, section references, sentence re-ordering, and language improvements are not summarized in this document.

▪ **Section VI – Roles and Responsibilities**

- The roles and responsibilities of the Director of Student Conduct have been updated to reflect staffing changes in Office of Student Conduct. (Section VI, Letter A)
- The Office of Student Legal Services was added to the offices facilitating training for Review Advisors and University Representatives to reflect actual protocol for training of these groups (Section VI, Letters E & F)

▪ **Section XI – Administrative Resolution**

- Currently, student must contact their Student Conduct Officer within five business days of the date of the Administrative Resolution Letter. If they don't make contact within that time period, the Student Conduct Officer may determine the Respondent's responsibility for the alleged allegations and may assign sanctions based on the information in their possession without the Respondent's participation. (Section XI, Letter C)
- However, in practice, the majority of Student Conduct Officers send a second notice providing students a final opportunity to respond in five business days from the date of the letter. To engender consistency across the campus, we are incorporating this second notice as a requirement for all Student Conduct Officers before they close out the case.

▪ **Section XII & XIII – Student Conduct Reviews**

- Currently, there are two sections in the Code addressing Student Conduct Reviews: Section XII and Section XIII. After reviewing these sections, we determined there was no practical reason to have two separate sections addressing Student Conduct Reviews. The net result is that the two sections have been consolidated into a new Section XII and the sections following have been renumbered accordingly.

▪ **Section XIV – Sanctions and University Actions**

- Currently, there is no practical limitation on the types of cases where exclusions from areas of the campus or University-Supported Activities may be assigned. After a routine review of the University of California *Policy on Student Conduct and Discipline*, we noticed there was language limiting the assigning of these actions to specific situations. We decided to add the language to be in alignment with the system wide policy. (Section XIV, Letter D(6))

▪ **Section XVI – Appeals and Sanction Reduction Requests**

- Currently, appeals and sanction reduction requests must be submitted within 10 business days from the date the student was notified of the original decision. Given that Respondents may not look at the decision letter until several days after it is sent, we are adjusting the deadline language for greater consistency across the board in all cases. The language has been revised to denote that appeals and sanction reduction requests must be submitted within 10 business days from the date of the notice of the original decision. (Section XVI, Letter A)
- Currently, the Code states that sanction reduction requests must be based on the ground that the sanction(s) assigned was grossly disproportionate to the violation committed. However, Student Conduct Officers also take the student's conduct record and University's Sanctioning Guidelines into account when assigning sanctions. Because of this, we've revised the language to align with current practice. (Section XVI, Letter D)

- **Section XVII – Student Conduct Records**

- Currently, student conduct records are maintained for seven years from the date of the incident, with the exception of dismissals, which are held permanently. In 2014, the UC Office of the President issued a revised University-wide records retention policy impacting the length of time student conduct records are held. To be in compliance with that policy, we will now hold student conduct records for seven years from the end of the academic year the incident is resolved and dismissals for 50 years after the end of the academic year the incident is resolved. The changes also help keep us in compliance with our obligations under the Clery Act.