

University Policies

SEARCH POLICIES

Student Code of Conduct

ROWAN UNIVERSITY POLICY

Title: Student Code of Conduct

Subject: Student Life

Policy No: SL: 2016:02

Applies: University-Wide

Issuing Authority: President

Responsible Officer: Vice Chancellor of Student Life/Dean of Students

Adopted: 07/01/2016

Last Revision: 09/01/2025

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I. PURPOSE

The Student Code of Conduct (Code) is a document intended to provide students, faculty, staff, and other interested parties with valuable information and resources. It contains specific content related to the expectations, rights, and responsibilities of Rowan University (Rowan) students, student groups, and Rowan Choice students who live on campus.

II. ACCOUNTABILITY

Under the direction of the President, the Vice Chancellor of Student Life/Dean of Students shall implement and ensure compliance with this policy.

III. APPLICABILITY

This policy is applicable to all Rowan students, and Rowan Choice students living on-campus.

IV. DEFINITIONS

See Attachment 1 – Definitions

V. REFERENCES

1. RowanSOM Student Responsibilities, Rights and Disciplinary Procedures
2. Rowan-Virtua SOM Student Handbook
3. Honor Code and Professional Conduct sections of the [Cooper Medical School of Rowan University] Student Handbook
4. Student Handbook [Graduate School of Biomedical Sciences] Handbooks and Catalogs | Graduate School of Biomedical Sciences | Rowan University

VI. POLICY

Rowan is an academic community which has instituted this Code to set forth standards, expectations, rights, and responsibilities consistent with its purpose as an educational institution. The University reaffirms principles of student freedom; however, these tenets are coupled with an acceptance of full responsibility for one's behavior and the associated

consequences. Rowan recognizes the rights of its students guaranteed by the Constitutions of the United States and the State of New Jersey. These include a student's rights to freedom of speech, expression, inquiry, assembly, peaceful pursuit of an education, reasonable use of services and facilities of the University, and the presumption of innocence.

Rowan promotes a community that begins with students, faculty, staff, and administration who respect each other and value each other's dignity. By identifying and removing barriers and fostering individual potential, Rowan will cultivate a community where all members can learn and grow. The Rowan community is committed to promoting a safe environment encourages intellectual, academic, and social interaction and engagement. At Rowan, creating and maintaining a caring community in its broadest sense is among the highest priorities.

As an institution of higher education, Rowan has the responsibility to expose students to educational opportunities that promote growth, development, and exposure to differing perspectives. As a result, designated University Officials have the right to engage in conversations with students in an effort to provide educational opportunities independent of a level of responsibility for violations of the Code. While it is the goal of the disciplinary process to educate students as to the purpose and importance of abiding by the Code, the University will also issue sanctions as appropriate and necessary to ensure continued and/or future adherence to this Code, and to protect the University community from disruptive behavior.

In addition to the Code, students must recognize and comply with the standards of classroom behavior as stated in their individual course syllabi. This document, and supporting materials, have been developed to guarantee procedural fairness to students when there has been an alleged failure to abide by Rowan policies and regulations. Procedures may vary in formality given the gravity and nature of the offense and the sanctions that may be applied. Each student is responsible for reading and complying with the Code.

1. Authority

- a. The Vice Chancellor of Student Life/Dean of Students or designees has the responsibility for maintaining and implementing the Code. In a situation where a student's health safety is seriously endangered, the Vice Chancellor of Student Life/Dean of Students or designees has the authority and will make every attempt to notify the student's parent/guardian as soon as possible.

2. Violation of Law and University Discipline

- a. Students may be accountable to multiple authorities for acts which violate the Code. University disciplinary action will normally proceed during the pendency of criminal proceedings. The University reserves the right to reach its own determination on violations of this Code independently of the outcome of any civil or criminal proceedings. Authorities include, but are not limited to,
 - i. Civil
 - ii. Criminal
 - iii. Local
 - iv. University Code
 - v. University Policies

3. Conduct Rules

- a. Individual students and student organizations are expected to abide by the Conduct Rules and Regulations (see Attachment 3), and administrators are expected to enforce them when allegations of violations are brought to their attention. Additional rules and regulations may be promulgated during the year; announcements will be made upon adoption of the changes or additions. Attempting, abetting, or being an accessory to any act prohibited by the Code will be considered the same as a completed violation.

4. Rowan Online Students

- a. Rowan students in online or hybrid courses must also meet the "conduct" expectations as listed at <https://rowan.edu/online/>. Students participating in off-site Rowan Online Extension programs will also be expected to follow the guidelines provided by that facility. Questions should be directed to Academic and Student Services, Office of Graduate Studies, Division of Global Learning & Partnerships at global@rowan.edu.

5. Violation Levels

- a. Violations of the Code are generally adjudicated based upon their magnitude or seriousness. Multiple violations, or the severity of a single violation, may increase the given sanctions. Some acts of misconduct may fall within two or more standards of the Code. In such cases, the University has the right to impose all of the sanctions available for the violations (Attachment 8).

6. Appeals

- a. Upon receiving notification of the outcome of a case, the Respondent, Complainant, victim (in cases of "crimes of violence" covered under this Code) or the Vice Chancellor of Student Life/Dean of Students or designee (in Campus Hearing Board cases) may file an appeal as outlined in Attachment 9. The appeals process described will be the final in the discipline process and constitutes final University action.

7. Procedures for Interim Suspension of Course participation, presence on Campus or Residence Areas and participation in University Related Activities

- a. A student may be suspended from continuing participation in coursework, being present on the campus or in campus residence areas, or from participation in University related activities for an interim period pending a disciplinary hearing. The interim suspension is effective immediately without prior notice whenever there is evidence that the continued presence of the student on the campus may pose a substantial threat to others in the University or to the stability and/or continuance of normal University functions. (Refer to Attachment 10)

8. Conduct Code Violations' Effect upon Graduation

- a. A student found responsible for violations of the Code, which could have led to expulsion or suspension had the student remained a registered student at the University, and has otherwise satisfied the University's published requirements for graduation, may have the awarding of a degree postponed to a future date or permanently withheld. A student whose graduation is postponed or permanently withheld may also be refused a copy of an official transcript and cannot have it sent to others during the period of the sanction cases where graduation is delayed due to pending charges, cases normally will be adjudicated within as short a period of time as is practicable.

9. Release of Disciplinary Record Information

- a. In accordance with current guidelines established in the Family Educational Rights and Privacy Act (FERPA) and implemented by Rowan, the record of most disciplinary proceeding's findings is not open to the public or disclosure to a third party without the consent of the individual student.
 - i. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the N.J. Sexual Assault Victim's Bill of Rights, and/or 34 CFR 668.47(a)(12) and the Violence Against Women Act of 1994 (42 U.S.C 13925 (a)) does permit the disclosure of campus discipline system findings to victims of "crimes of violence." In addition, FERPA permits, once all appeals are exhausted, the final results of campus disciplinary hearings for crimes of violence to be publicly disclosed, including the name of the Respondent(s) held responsible and the nature of the offense.
 - ii. Parents or guardians may be notified for cases involving certain crimes of violence and in certain cases involving violations of campus drug or alcohol regulations, when the student is a dependent (as defined in Section 152 of the Internal Revenue Code of 1986) or when the Vice Chancellor of Student Life/Dean of Students or designee deems the matter to have been a health or safety emergency. Complainants in other types of cases will be notified about case adjudication and sanctions imposed if, in the Vice Chancellor of Student Life/Dean of Students or designee's opinion, such disclosure is necessary to protect the safety of the Complainant or of other members of the University community.
 - iii. If FERPA or other pertinent regulations change, the students involved will be notified before a hearing is held. Information regarding FERPA Directory Information and disclosure of information can be found on the Office of the University Registrar website at rowan.edu/provost/registrar/ferpa.html.
 - iv. The Office of Community Standards does not maintain or release police reports. Any request for a police report associated with a disciplinary case must be made to the issuing police department.

10. Record Keeping

- a. The Office of Community Standards will maintain student disciplinary files, which contain all necessary and appropriate correspondence, Hearing Officer, Hearing Board, and appeal decisions as well as other documentation pertinent to any cases for which a student was found responsible for a violation of the Code. Records of cases that are designated as "pending" will also be maintained. Student disciplinary files will be maintained as follows:
 - i. Disciplinary records will normally be maintained for a period of seven (7) years after the last year of the student's attendance at the University. The destruction of student disciplinary records is coordinated with the Office of Contracting & Procurement utilizing Artemis (Records Retention and Disposition Management System) and in accordance with the State of New Jersey Records Retention Policy.
- b. Records that are typically maintained are:
 - i. Letters of communication
 - ii. Evidentiary materials
 - iii. Hearing Decision Letters
 - iv. Appeal Letters
- c. The disciplinary records of students who were Suspended or Expelled will be maintained indefinitely.

11. Timelines

- a. All times set in the Code may be extended by the University, for good cause. Reasonable extensions will be determined by the Vice Chancellor of Student Life/Dean of Students or designee.

12. Interpretation and Revision

- a. Any question of interpretation regarding the Code will be referred to the Vice Chancellor of Student Life/Dean of Students or designee for final determination. The Code may periodically reviewed and amended as necessary under the direction of the Vice Chancellor of Student Life/Dean of Students or designee.

VII. ATTACHMENTS

1. Attachment 1 – Definitions
2. Attachment 2 - Complaints Against Students, Student Groups and Non-Students
3. Attachment 3 - Conduct Rules
4. Attachment 4 - Disciplinary Procedures
5. Attachment 5 - Campus Hearing Board
6. Attachment 6 - Rights In All Disciplinary Hearings
7. Attachment 7 - Sanctions
8. Attachment 8 - Application of Standard Sanctions
9. Attachment 9 - Appeals
10. Attachment 10 - Procedures for Interim Suspension of Course participation, presence on Campus or Residence Areas and participation in University Related Activities
11. Procedures for Addressing Allegations of Discrimination, Harassment, and Retaliation (Student v. Student)
12. Non-Response Policy
13. Hazing Transparency

ATTACHMENT 1

DEFINITIONS

1. *Administrative Hearing Officer* refers to a University official designated by the Vice Chancellor of Student Life/Dean of Students (or designee) to hold a hearing to determine whether a student has violated the Code and, if so, to impose sanctions.
2. *Campus Appeals Officer/Board* refers to the person or groups of persons authorized by the Vice Chancellor of Student Life/Dean of Students (or designee) to consider an appeal from a hearing officer/hearing board's determination that a student has violated the Code or from the sanctions imposed.
3. *Campus Hearing Board* refers to person or groups of persons designated by the Vice Chancellor of Student Life/Dean of Students (or designee) to determine whether a student has violated the Code and, if so, to impose sanctions.
4. *Complainant* is an individual or group of individuals who reports having experienced prohibited conduct and/or concerns regardless of whether the individual makes a report and/or seeks disciplinary action.
5. *Crimes of Violence* (including forcible and non-forcible sex offenses) refers to a set of crimes which includes arson, aggravated assault, simple assault, intimidation, burglary, criminal homicide - manslaughter by negligence, criminal homicide - murder and negligent manslaughter, non-negligent manslaughter, destruction/damage/vandalism of property, kidnapping/abduction, robbery, domestic violence, dating violence, and stalking, rape, sodomy, sexual assault with an object, fondling, incest and statutory rape. (Some of these crimes/offenses may be covered under the University's Title IX Sexual Harassment/Sexual Assault Policy or Student Sexual Misconduct and Harassment Policy. To the extent they are covered by either of those policies, the conduct will be addressed in accordance with that applicable policy. If neither of those policies apply, the conduct may be addressed under the Code of Conduct.)
6. *Email*: the official Rowan email account for a student. All official disciplinary-related communications will be sent to the Rowan email of a student. It is the responsibility of students to check their email on a regular basis. Failure to check an email account does not establish cause to alter timelines and/or decisions. If the Rowan email for a student has been deactivated, communication may be sent to the student's address of record.
7. *Family Educational Rights and Privacy Act (FERPA)*: a federal law that affords students enrolled in a postsecondary institution (no matter their age) the right to access, amend, and some control over the disclosure of personally identifiable information from their educational records.
8. *Fighting*: physical violence, or the threat of such violence, against another person. Examples include, but are not limited to striking, kicking, shoving, or any other unwanted physical contact intended to (or a reasonable person would conclude could) cause harm.
9. *In absentia*: by definition means in the absence of the student. Matters for which students elect not to respond to communication and/or attend scheduled sessions will be adjudicated *absentia* without feedback from the non-responsive party.
10. *May* is to be deemed permissive, imparting a choice.
11. *Member of the University Community* includes any person who is a student, faculty member, University official, or any other person employed by the University. A person's status in particular situation will be determined by the Vice Chancellor of Student Life/Dean of Students.
12. *Not Responsible*: a finding that a student or group has been found not to be in violation of the Code using the standard of preponderance.
13. *Organization* means any number of persons who have complied with the formal requirements for University recognition. This term also applies to persons involved in petitioning for recognition. (Greek Letter Organizations are also subject to the disciplinary procedures outlined by Fraternity and Sorority Life.)
14. *Preponderance*: the standard of proof used in all conduct-related matters. This standard is met when there is greater than (no matter how small) a 50% chance that a perspective is or false.
15. *Respondent*: an individual or group about which an allegation has been made by another party.
16. *Responsible*: a finding that a student or group has been found in violation of the Code using the standard of preponderance.
17. *Rowan*: means Rowan University.
18. *Student Conduct Informational Meeting*: a meeting between a student and a designated University Official intended to ensure that a student is fully aware of the conduct process. It also be referred to as "SCIM".
19. *Special Interim Hearing Board* refers to a group of persons designated by the Vice Chancellor of Student Life/Dean of Students (or designee) to determine whether a student has violated the Code and, if so, to impose sanctions when a Campus Hearing Board cannot convene.
20. *Student* includes all persons enrolled in courses at Rowan, both full-time and part-time, pursuing undergraduate or graduate studies, and those who live in campus living units. Persons who are not officially enrolled for a particular term but who have a continuing relationship with the University, such as students who were previously enrolled, withdraw/take a leave of absence, persons participating in University sponsored academic programs and students who are serving a period of suspension, are considered "students."
21. *University* means Rowan University.
22. *University Official* includes any person employed by Rowan, performing assigned administrative or professional responsibilities.
23. *University Premises* includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by Rowan, including adjacent streets and sidewalks.
24. *University-Sponsored/Affiliated Event* means any activity on or off campus, which is initiated, aided, funded, or supervised by the University or the Student Government Association.
25. *Will* is to be used in the imperative sense, not imparting a choice.
26. *Witness* refers to a person who has personal knowledge of the incident in question.

ATTACHMENT 2

COMPLAINTS AGAINST STUDENTS, STUDENT GROUPS, AND NON-STUDENTS

1. *Complaints Against Students*
 - a. The Code applies to all undergraduate and graduate students, as well as Rowan Choice students, from the time they accept admission through the date of their graduation. This includes, but is not limited to, new students at Orientation and the Pre-College Institute, persons not currently enrolled but who are still seeking a degree from Rowan, and any other person enrolled in a credit earning course offered by Rowan.
 - b. The Code also applies to any person who has graduated if the University determines that the graduation or receipt of credit may involve misconduct while the student was working toward a degree (in such cases, degree revocation may be a sanction).
 - c. Adjudication of any alleged violation will continue even if a student takes a leave of absence or withdraws. Discipline may be imposed on students for conduct which occurs on University premises, in or out of the classroom setting, while using University technology, at off-campus instructional sites or during off-campus University affiliated events where students are representing the University. A University affiliated event is defined as an off-campus gathering of members of the Rowan community (and/or their guests) which is sponsored or funded in whole or in part by Rowan.
 - d. Private off-campus events which are not sponsored or funded by Rowan will also be subject to the University discipline system if the conduct violates University regulations or local, state, or federal law, or when the University determines that the conduct has a direct impact on the educational mission and interests of the University and/or the safety

welfare of the University community.

- e. The University reserves the right to hold a student responsible for actions at their residence even if they were not present at the time of the incident. In such a case, the student would be required to produce confirming evidence of lack of involvement.
 - f. The Code may also be applied to conduct online and via email or other electronic media. Students/Organizations should be aware that online postings such as blogs, web postings, chats and social networking sites are in the public sphere and are not private postings that indicate possible misconduct may subject a student and/or organization to allegations of conduct violations except for cases in which a member of the University community is legally exercising their First Amendment rights.
2. **Complaints Against Student Groups**
 - a. Members of recognized and unrecognized student organizations, groups and teams may be charged as an organization and/or individually with violation(s) of the Code. The organization/group/team will be represented by the president or identifiable spokesperson in any disciplinary hearing. (Greek Organizations charged with a violation of the Code are also subject to the procedures outlined by Fraternity and Sorority Life. Student-athletes are also subject to the Student-Athlete Handbook.)
 3. **Complaints Against Non-Students**
 - a. Persons who are not students but who violate Federal, State, or local laws, or University regulations while on campus may be subject to arrest, immediately banned and/or have their campus visitation privileges limited or revoked. University officials may file criminal charges against guests or other visitors who violate laws while on campus. Car hosts may be held responsible for their guests' behavior. Non-students who are banned from the campus have the right to appeal that determination by writing to the Assistant Vice Chancellor for Public Safety & Emergency Management.

ATTACHMENT 3 CONDUCT RULES

Individual students and student organizations are expected to abide by the following rules and regulations, and administrators are expected to enforce them. Additional rules and regulations may be promulgated during the year; announcements will be made upon adoption of the changes or additions. Attempting, abetting, or being an accessory to any act prohibited by the Code will be considered the same as a completed violation.

1. Violating University Rules: Violating University rules, regulations, and policies, whether on or off campus.
2. Academic Integrity: Engaging in academic dishonesty as defined by Rowan (Students charged with a violation of this section of the Code are subject to the procedures outlined in the Academic Integrity Policy). This includes, but is not limited to,
 - a. Cheating (including the use of unacknowledged academic sources)
 - b. Fabrication
 - c. Facilitating Academic Dishonesty
 - d. Plagiarism.
3. False Information to an Official: Furnishing false information to any University Official.
4. Forgery: Fraudulent use and/or creation of University documents, records, identification cards, other official University database files, or other misuse or abuse of the University's computerized systems.
5. Disruptive Activity: Engaging in activity which substantially disrupts or poses a tenable threat of disrupting teaching, research, administration, disciplinary procedures, public service functions, typical University operations, or other University authorized activities, or which substantially interferes with the rights of others, on University premises.
6. Theft: Obtaining property under false pretenses, knowingly possessing or receiving stolen property.
7. Damage to Property: destroying, damaging, or threatening to destroy or damage property of the state, a member of the University community or any person on the campus.
8. Fighting: Engaging in actions or behaviors, that a reasonable person would define as "fighting" which causes harm to another person.
9. Harm to Person: Engaging in conduct which threatens or endangers the health or safety of any person (including self). Includes, but is not limited to:
 - a. Bullying
 - b. Coercion
 - c. Harassment
 - d. Intimidation
 - e. Attempted or Actual Physical Abuse or Restraint of another.
 - f. Stalking
 - g. Threats

*Note, all allegations of violence toward others will be subject to consideration for interim action.

10. Title IX Sexual Harassment/Sexual Assault Policy or Student Sexual Misconduct and Harassment Policy: Engaging in conduct that is a violation of the University's Title IX Sexual Harassment/Sexual Assault Policy or Student Sexual Misconduct and Harassment Policy.
11. Invasion of Privacy: Invasion or violation of an individual's rights. Includes, but is not limited to,
 - a. Illegal or unauthorized surveillance
 - b. Making, attempting to make, live streaming, transmitting, or attempting to transmit audio, video, or images of any person(s) on or off campus in bathrooms, showers, bedroom common areas of suites or apartments, medical examination rooms, training rooms, or other premises where there is an explicit expectation of privacy with respect to nudity and/or sexual activity, without the knowledge and consent of all participants subject to such recordings and/or transmissions.
 - c. Viewing any person(s) on or off campus in bathrooms, showers, bedrooms, common areas of suites or apartments, medical examination rooms, training rooms or other premises where there is an explicit expectation of privacy with respect to nudity and/or sexual activity, without the knowledge and consent of all participants.*Note, all allegations of violence toward others will be subject to consideration for interim action.
12. Alcohol: Possessing, consuming, and/or distributing, or attempting to distribute alcoholic beverages in contravention of federal, state or local laws, or University regulations, or knowing being present at the time of the prohibited conduct.
13. Drugs/Paraphernalia: Possessing, using, manufacturing, distributing, or attempting to distribute narcotics, dangerous drugs, controlled dangerous substances, or drug paraphernalia are prohibited by federal, state or local laws, or University policies, or knowingly being present at the time of the prohibited conduct.
14. Weapons: Possessing or using a firearm, BB gun, carbon dioxide propelled gun, explosive, dangerous chemical, knife, martial arts equipment, or other dangerous weapon as a means to threaten or intimidate another person and/or in contravention of federal, state or local laws, or University policies and procedures. Designated University Officials may deem the depiction of weapons on social media, posters, and/or other mediums to be a potential violation of this standard.
15. Disorderly Conduct: Causing noise or a disturbance. Exhibiting disorderly, lewd, indecent, or obscene conduct or exhibitionism.
16. Unauthorized use of University Resources: Using the University's name, logo, finances, materials, and supplies (including letter templates or stationery bearing the University's letterhead), or facilities (including computer facilities) for commercial, personal or political purposes without authorization.
17. Failure to Comply with an Official: Refusing or failing to comply with a request, directive, or order from a University official, including Public Safety officers, members of the University administrative staff or other authorized persons acting in the performance of their official duties and responsibilities.
18. Public Health Compliance: Engaging in behavior that places other members of the University community at risk and/or refusing to comply with requests from University Officials related to matters of health safety. Examples include, but are not limited to, refusing to wear face coverings to prevent the spread of diseases, refusal to complete required health and safety educational programs, and failure to adhere to occupancy/social distancing guidelines during times of elevated health-related concerns.
19. Unauthorized Access: Entering into and/or using University facilities/equipment, including but not limited to, residential facilities, library, athletic facilities and equipment, galleries, classrooms, computers, or confidential files without authorization.
20. Disorderly/Disruptive Behavior Off-Campus: Engaging in off-campus actions and/or behaviors that violate laws and regulations of federal, state, and local agencies, as well as policies of the University.
21. Abuse of the Student Discipline System: Abusing the Student Discipline system, including but not limited to, noncompliance with a disciplinary sanction, falsification of information, or disruption of a hearing.
22. Use of Technology to Harass: Using information and communication technologies including, e-mail, voicemail, telephones, cell phones, text or electronic messaging, web-cameras, websites to engage in harassment, intimidation, bullying (as defined in #7 above), or in any behavior which violates the law, University policies or the Code.
23. Use of Public Medium for Violation: Initiating behavior that violates the law, University policies, or the Code and placing evidence of that behavior on a public website or other public medium.
24. Arson/Fire Safety: Starting a fire or creating a fire hazard on University-owned or operated property. Willful damage to property by fire shall be prosecuted as arson when appropriate. Pulling a fire alarm when a fire-related emergency is not present. Altering, damaging, and/or removing fire equipment.
25. Hazing: any action taken, created, or situated, in connection with initiating, promoting, fostering, or confirming any form of affiliation with a recognized or unrecognized student group or organization which intentionally or recklessly subjects any person to the risk of bodily harm or mental or physical harassment, or causing or encouraging any person to commit an act that would be a violation of law or university regulations. Examples of hazing include, but are not limited to:

- a. Causing, coercing, or otherwise inducing another person to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the person to a risk of emotional or physical harm or is otherwise deleterious to the person's health;
 - b. Subjecting another person to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, striking electronic shocking, placing of a harmful substance on someone's body, confinement in a small space, excessive calisthenics, or exposure to the elements;
 - c. Subjecting another person to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
 - d. Subjecting another person to abuse, mistreatment, harassment, or degradation of a sexual nature, including causing, coercing, or otherwise inducing another person perform sexual acts; or
 - e. Subjecting another person to any other activity that creates a reasonable likelihood of bodily injury to the person. Hazing does not include any reasonable and customary athletic, law enforcement, or military training contests, competitions or events.
 - f. Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
 - g. Any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
 - h. Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.
26. Sexual Misconduct: engaging in behaviors and/or actions which are sexual in nature without consent. These may include, but are not limited to, dating violence, domestic violence, sexual contact, sexual penetration, sexual exploitation, sexual harassment and stalking. Matters related to sexual misconduct will be evaluated by the Office of Student Equity and Compliance for possible violations of Title IX standards. Allegations not meeting that threshold may be referred for adjudication as a possible violation of the Code.
27. Discrimination: includes written, verbal, physical, electronic acts or gestures, whether single incidents or a series of incidents, that can be reasonably perceived as being motivated by actual or perceived characteristics protected by law, that (i) take place on Rowan property or at any function affiliated/sponsored by Rowan, (ii) substantially disrupt or interfere with orderly operation of the University or the rights of other students, (iii) and are not otherwise protected by the Constitutions of the United States and the State of New Jersey, and that
- a. A reasonable person knows or should know, under the circumstances, will have the effect of physically or emotionally harming a student, damaging a student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or
 - b. Has the effect of insulting or demeaning any student or group of students in such a way as to cause disruption in, or interference with, the orderly operation of the University;
 - c. Creates a hostile educational environment for another student at the University. A hostile environment exists where there is harassing conduct that is sufficiently severe, pervasive, or persistent so as to interfere with or limit the ability of an individual to participate in or benefit from the services, activities, or privileges provided by the University
 - d. Allegations of such student discrimination will be evaluated by the Office of Student Equity and Compliance and handled in accord with the Procedure for Addressing Allegations of Student Discrimination and Retaliation. Allegations not meeting that threshold may be referred for adjudication as a possible violation of the Code.
28. Retaliation: any adverse actions taken against a person because of that person's participation in a complaint, investigation, or legitimate process. Such actions are treated as a separate violation and will result in immediate action by the University to stop the retaliatory behavior, prevent further violations by the perpetrator, and remedy any adverse impact of the violation.
29. **Exigent circumstances:**
- a. There are instances where students accused of policy violations will explain their actions with an "exigent circumstance" and/or "self-defense" response. Rowan University will take into consideration all perspectives to determine levels of responsibility and/or sanctions (if found responsible). However, students may still be held accountable for their actions even if they were not the "initiator" of an action/incident.

ATTACHMENT 4 DISCIPLINARY PROCEDURES

Each campus will establish its student disciplinary procedures; however, the Code is applicable to all Rowan students. As a result, the University reserves the right to use the procedures outlined in this Code to adjudicate any alleged violations upon written notice to Complainants and Respondents.

Rowan-Virtua School of Osteopathic Medicine

1. Disciplinary procedures are found in the Student Rights, Responsibilities and Disciplinary Procedures section of the Education Handbook. Please consult the Rowan University School of Osteopathic Medicine website (http://www.rowan.edu/som/education/student_affairs/).

Cooper Medical School of Rowan University

1. Disciplinary procedures are found in the Honor Code and Professional Conduct sections of the [Cooper Medical School of Rowan University] Student Handbook. Please consult the Cooper Medical School of Rowan University website <https://cmsru.rowan.edu/documents/osa-documents/cmsru-student-handbook-ay-24-25-090424.pdf>

Rowan University Graduate School of Biomedical Sciences

1. Disciplinary procedures are found in the Student Rights, Responsibilities and Disciplinary Procedures section of the Student Handbook. Please consult the Rowan University Graduate School of Biomedical Sciences website (<https://www.rowan.edu/gsbs/current/handbook.php>)

Rowan University – Glassboro Campus – Rowan Choice

1. Due to the unique nature of the program, Rowan Choice students are accountable for adherence to the Rowan University Student Code of Conduct (Code) and the policies of the institution(s) in which they are enrolled students. As a result, Rowan Choice students may be required to participate in multiple sessions to adjudicate any alleged violations dependent upon the nature of the allegation(s).

Rowan University - Glassboro Campus

1. Filing a Complaint

Complaints against students/organizations may be made by any student, employee, or guest of the University who feels the Code has been violated. A complaint must be made in writing to the Office of Community Standards, (Chamberlain Student Center, Suite 210) or Vice Chancellor of Student Life/Dean of Students (Savitz 339) within a reasonable amount of time after the occurrence. This will normally be construed to mean within 30 calendar days, unless unusual circumstances exist, or it is an alleged crime that the University must report under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The "Community Standards Referral Form" can be accessed at https://cm.maxient.com/reportingform.php?RowanUniv&layout_id=6. The complaint should include as much detail concerning the alleged violation as possible and include the specific reference to the part of the Code the Complainant feels has been violated. The University reserves the right to investigate any reported incident, including those alleging bias behavior. Perceived criminal activity should be reported immediately to Public Safety, which will submit its report of a student violation to the Office of Community Standards. Where a complaint provides evidence that the continued presence of the Respondent(s) on the campus may pose a substantial threat to herself/himself, others in the University, or to the safety and/or continuance of normal University functions the University reserves the right to impose an interim suspension from classes, residence areas, or the entire campus pending a disciplinary hearing (refer to Attachment 10 for a complete description of procedures).

The following guidelines will be used to determine if a Student Organization/Group/Team would be charged with a violation of the Code:

- a. When one or more officers/authorized representatives/captains acting in the scope of their capacities committed the violation.
- b. When one or more members committed the violation after the action that constitutes the violation was approved by a vote of the organization/group/team or was part of a committee assignment of the organization/group/team.
- c. When the violation was committed at an activity funded by the organization/group/team.
- d. When the violation occurred as a result of an event sponsored by the organization/group/team.
- e. When one or more members of an organization/group/team or its officers/authorized representatives/captains permitted, encouraged, aided, or assisted in committing a violation.
- f. When a reasonable person would construe the violation as being associated with the organization/group/team

2. Adjudication of Complaints

- a. *The Assistant Dean of Students or designee will review the complaint and determine whether it should be adjudicated by the student discipline system, and, if so, the appropriate adjudicator will be determined. The review of the complaint may not require meeting with all parties, and the Assistant Dean of Students or designee will determine what meeting*

are necessary. For any disciplinary action for which sanctions may be imposed, the Respondent(s) will have a case heard before one of the following adjudicators:

- i. **Administrative Hearing Officer** – If the alleged violation is one for which the student could not be suspended or expelled from the University, the complaint will be heard by an Administrative Hearing Officer. If the alleged violation is against an organization or team the complaint will be heard by an Administrative Hearing Officer including violations that may result in the organization being suspended.
 - ii. **Campus Hearing Board** – If the alleged violation is one for which the student could likely be suspended or expelled from the University, the complaint will be heard by the Campus Hearing Board. (refer to Attachment 5 for additional information concerning the Campus Hearing Board) A hold and a transcript notation indicating "Pending Discipline" will also be placed on the Respondent's transcript.
 - iii. **Special Interim Hearing Board** – If the Campus Hearing Board cannot meet, a Special Interim Hearing Board will be appointed at the discretion of the Office of Community Standards to expedite adjudication of student disciplinary cases under the following conditions:
 1. An interim suspension has been issued (see Attachment 10), or
 2. The case will be adjudicated when the Campus Hearing Board cannot convene (for example, final exam week, vacation periods, or summer school, etc.)
- b. Given the sensitive nature and the unique legal issues related to cases involving sexual misconduct, sexual harassment and sexual assault complaints, they will be addressed under the University's Title IX Sexual Harassment/Sexual Assault Policy or Student Sexual Misconduct and Harassment Policy. To the extent such conduct may not be covered under either of those policies, it may be addressed under this Code.
- c. Although the default method will be in-person sessions, the University will determine if the disciplinary hearing will take place in person or virtually.
- d. Situations that do not warrant adjudication by the Office of Community Standards may be referred to the Vice Chancellor of Student Life/Dean of Students or designee for adjudication and/or educational discussions to address allegations.
- e. All matters referred to an adjudicating administrator or body will begin with individual meetings to initiate a Student Conduct Informational Meeting (SCIM) document.
3. **Notification**
- a. When it is determined that a complaint will be adjudicated by the student disciplinary system, the Respondent(s) will be notified of the alleged violation in writing (the "Hearing Notice") via a tracked letter sent to the student's Rowan email address. This is the official method of notification and students are responsible for checking their University email address daily. The Hearing notice will state what portion of the Code was allegedly violated. The student will be notified of the hearing date in the Hearing Notice. The student receives notice of a hearing at least three (3) business days prior to an Administrative Hearing and five (5) business days prior to a hearing before the Campus Hearing Board Special Interim Hearing Board.
 - b. If the Respondent or Complainant (if applicable) fails to attend the hearing, except when there is a justifiable reason (serious illness or hospitalization, death of member of immediate family, serious physical emergency, arrest or incarceration, or unavoidable transportation delay), the hearing will proceed *in absentia* and a finding will be reached based upon the available information. No negative inference will be made from a failure of the Respondent or Complainant to appear, participate, or speak during a hearing.
 - c. All participants have the right to select an Advisor including an attorney. Advisors are expected to communicate privately with the student in a non-disruptive manner. Advisors may have no other role in the hearing/case and are not permitted to speak on behalf of the student, ask questions, or appear in lieu of the student/organization. Advisor availability will not be sufficient grounds for postponing a hearing. A hearing will not be cancelled or postponed in the event an Advisor does not attend. If the Advisor is not able to attend Respondent or Complainant should arrange for a substitute.
 - d. A student who wishes to have an attorney as an Advisor must inform the Office of Community Standards in writing, by telephone, or electronic mail at least one (1) business day prior to a hearing. If a Complainant, Respondent, or other participant informs the University that an attorney will be present at the hearing, the University will decide if legal counsel for the University should also be present.
 - e. Both the Respondent and the Complainant have the right to request witnesses to provide information at the hearing. Witnesses must have personal knowledge of the incident issue and may serve no other role at the hearing/case. Witnesses may be present at the hearing only at the time they are called to participate. A hearing will not be cancelled or postponed if a scheduled witness does not attend.
 - f. Written statements of witnesses not in attendance due to extraordinary circumstances may be considered by Hearing Officer or the Campus Hearing Board. Character witnesses are considered irrelevant and will not be permitted to participate. A list of witnesses must be submitted to the Office of Community Standards at least one (1) business day prior to the hearing for approval and notification to other parties. The list should include each witness' name and a summary of the information each person is expected to provide.
4. **Administrative Agreement/Hearing Waiver**
- a. The Respondent and Complainant will also be informed if the disciplinary complaint can be resolved by completing an Administrative Agreement/Hearing Waiver. An Administrative Agreement/Hearing Waiver would be completed only when there is acknowledgement of responsibility on the part of the Respondent and agreement, by all parties including the Complainant, and/or victim that the sanction(s) imposed are reasonable and fair.
 - b. The sanction will reflect the severity of the current charge(s) against the student/organization, as well as any previous disciplinary sanctions. All participants will also waive their rights to have the complaint adjudicated at a disciplinary hearing and appeal. Should the Respondent not accept responsibility for the charges, nor accept the proposed sanction(s), then appearance at the disciplinary hearing is required.
5. **Administrative Hearing Officer Procedures**
- a. A student/organization may challenge the assignment of a specific hearing officer to the case for good cause. This challenge must be presented in writing to the Office of Community Standards at least one (1) business day prior to the scheduled date of the hearing. Upon reviewing the details of the challenge, the Assistant Dean of Students or designee will either uphold the challenge and appoint an alternate hearing officer and arrange a new hearing or deny the challenge.
 - b. A hearing officer will withdraw from adjudicating any case in which they cannot reach a fair and objective decision.
 - c. The hearing officer will exercise control over the manner in which the hearing is conducted to avoid unnecessarily lengthy hearings and to prevent the harassment or intimidation of witnesses. This includes, but is not limited to, rejecting redundant or irrelevant questions and imposing reasonable limits on the number of factual witnesses that may participate. An explanation and record of any rejected question will be made. Technical legal rules of evidence, wording of questions, hearsay and opinions will not be formally applied. Anyone who disrupts a hearing or who fails to adhere to hearing procedures may be excluded from the proceeding at the discretion of the hearing officer.
 - d. The hearing officer will review all materials, hear all information pertinent to the case from the Complainant, the Respondent, and witnesses. The hearing officer may also confer with other hearing officers who are assigned to hearings within the same disciplinary case, clarify issues raised, render a decision based on the information presented, and take all actions and make all determinations necessary and proper for the hearing.
 - e. The Respondent will be presumed not responsible for the allegation. The hearing officer will determine if it was "more likely than not" that the Respondent was responsible after considering all of the credible information provided during the disciplinary hearing process. If the student is found in violation of University rules, any submitted statement of mitigating factors, records within the student's past disciplinary file, and a written victim impact statement (if appropriate) will also be used in determining an appropriate sanction(s).
 - f. Following all hearings in the case, the hearing officer will provide the Respondent with written notification of the decision reached and information regarding the University's appeal process.
 - g. For cases involving a victim of "crimes of violence," (covered under this Code) the hearing officer will also provide the Complainant/victim with written notification of the decision reached and information regarding the University's appeal process.

ATTACHMENT 5 CAMPUS HEARING BOARD

Hearings for Rowan University and Rowan Choice students will follow the policies, procedures, and protocols as outlined in this Code. Hearings for Cooper Medical School of Rowan University, Rowan University Graduate School of Biomedical Sciences, Rowan University School of Osteopathic Medicine will follow appropriate protocols that are outlined in either the Code or documents specific to those academic areas.

1. Campus Hearing Board Structure

- a. The Campus Hearing Board is chaired by a non-voting Administrative Hearing Officer, who is normally an employee of the Student Life Division and most likely the Assistant of Student Life. The Campus Hearing Board is composed of regular members and a pool of alternates.
 - i. For cases involving Rowan Choice students, the Campus Hearing Board will focus upon matters related to living on campus and the impact of behaviors upon the Rowan University community. Decisions may range from a finding of "not responsible" to removal from housing. All materials associated with allegations against Rowan Choice students will be forwarded to designated officials at other institutions for possible further adjudication regarding their status as a student.
 - ii. Rowan University hearings for Rowan Choice students will follow the policies, procedures, and protocols as outlined in the Code.
 - iii. Individuals within the pool of possible hearing board members can include:
 1. Members who are matriculated undergraduate or graduate students and in good standing with the University. Student members are selected through an application and selection process conducted by the Office of Community Standards. Information on membership requirements and the application is available on the Office of Community Standards website.
 2. Members of the faculty and staff approved by the Vice Chancellor of Student Life/Dean of Students or their designee.

- b. The Campus Hearing Board may be convened by a quorum of any five (5) members. For complaints that are adjudicated by a Special Interim Hearing Board any three (3) members of the Campus Hearing Board must be present. Title IX matters may be adjudicated with a single hearing board member. Title IX matters may be adjudicated with a single hearing board member.
2. Campus Hearing Board Procedures
- A Pre-Hearing Conference will be conducted as the initial step in the Campus Hearing Board process. The purpose of the Pre-Hearing Conference is to explain the Student Conduct process, including the alleged violations of the Student Code of Conduct, methods of resolution, range of appropriate sanctions, and opportunities to appeal. Respondents have the right to bring an advisor to the Pre-Hearing Conference and any additional resolution meetings as support. Advisors may only speak directly to the Respondent and not to the staff member facilitating the Pre-Hearing conference on behalf of the Respondent. Respondents will have the opportunity to speak about the incident from their perspective, review the report or complaint information, present witness information or statements, and respond to the alleged violations. Respondents have the right to accept responsibility or deny responsibility for any or all violations. The resolution of the conduct case depends on the Respondent's acknowledgement of responsibility decision. Audio or visual recording of the Pre-Hearing Conference is prohibited. Anyone who violates this directive will be subject to disciplinary action.
 - If the Respondent accepts responsibility for the alleged violations, the case can be resolved through Pre-Hearing Resolution with the Conduct Case Administrator. This can occur at the same time as the Pre-Hearing Conference or a predetermined subsequent meeting. When a Respondent accepts responsibility for the alleged violations, the Conduct Administrator will be responsible for deciding and communicating the sanctions to the Respondent. An Outcome Letter will be sent to the Respondent via their Rowan University email. The Outcome Letter will detail the sanctions, relevant deadlines, and methods for appeal. For Pre-Hearing Resolution decisions, Respondents can only appeal based on the Disciplinary Sanction(s) imposed were substantially disproportionate or not appropriate in light of the violation(s). Audio or visual recording of the Pre-Hearing Resolution meeting is prohibited. Anyone who violates this directive will be subject to disciplinary action. Cases not resolved at the Pre-Hearing Conference will proceed to resolution through the Campus Hearing Board Procedures.
 - Any student appearing before the Campus Hearing Board may challenge the assignment of any member of the Board to the case. This challenge must be presented in writing to the Office of Community Standards at least one (1) business day prior to the scheduled date of the hearing. Upon reviewing the details of the challenge, the Assistant Dean of Student Life will either uphold the challenge and appoint an alternate member or deny the challenge. Any challenge at the time of the hearing, will be decided by the Chair.
 - A Campus Hearing Board member will withdraw from adjudicating any case in which the member cannot reach a fair and objective decision.
 - There will be a recording of the hearing (excluding deliberations and voting) for the purpose of providing assistance to the Campus Hearing Board or Appeals Board in their deliberations and to the Vice Chancellor of Student Life/Dean of Students or designee, and Respondent or Complainant for use in filing an appeal. This recording remains the property of the University and constitutes an official record of the hearing. No other recording of the hearing is permitted.
 - The Chair will make all determinations on questions of procedure and admissibility of information presented and will not be excluded from hearings or deliberations except that the Chair will not vote. The Chair will exercise control over the manner in which the hearing is conducted to avoid unnecessarily lengthy hearings and to prevent the harassment/intimidation of witnesses. This includes, but is not limited to, rejecting redundant or irrelevant questions and imposing reasonable limits on the number of factual witnesses that may participate. An explanation and record of any rejected question will be made. Technical legal rules of evidence, the wording of questions, hearsay, and opinions will not be formally applied. Anyone who disrupts a hearing or who fails to adhere to hearing procedures may be excluded from the proceeding at the discretion of the Chair.
 - The Respondent will be asked to elaborate if they are responsible or not responsible for the alleged violation(s). If the Respondent admits responsibility, questions will be asked to determine preponderance related to the allegations.
 - The Board will review all materials and hear all information pertinent to the case from the Complainant, Respondent, and all witnesses. Members of the Board, including the Chair, will be free to ask relevant questions in order to clarify information or resulting issues.
 - The Respondent will be presumed not responsible for the allegation(s). After private deliberations, and by a majority vote, the Board will determine preponderance as to whether the Respondent is responsible or not responsible. A tie vote will result in a finding of "not responsible."
 - If the Respondent is found responsible, the Board will determine the appropriate sanction(s) to be imposed by majority vote. The past disciplinary record of the Respondent will not be supplied to the Board by the Chair prior to this point. Other information from either party, including any submitted statement of mitigating factors, a written victim impact statement if appropriate, or information from the Chair which is relevant to the choice of sanction(s), may also be introduced at this point, including information concerning sanctions imposed against other students for similar offenses. No information directly related to the case in question may be introduced for the first time unless the Respondent has been informed and allowed to review and comment on the information.
 - Following the hearing, the Chair will provide the Respondent with written notification of the decision reached and information regarding the University's appeal process.
 - For cases involving a victim of "crimes of violence", (covered under this Code) the Chair will also provide the victim with written notification of the decision reached and inform regarding the University's appeal process.
 - The Chair will also provide the Vice Chancellor of Student Life/Dean of Students or designee with written notification of the decision reached and supporting case documents for the purpose of conducting a "Case Review." At the conclusion of the review, the Vice Chancellor of Student Life/Dean of Students or designee may also file an appeal of the decision.

ATTACHMENT 6 RIGHTS IN ALL DISCIPLINARY HEARINGS

The University disciplinary system is not a criminal or civil law process and the technical legal rules of evidence, wording of questions, hearsay and opinions applicable in criminal and civil cases will not apply. University disciplinary hearings will accord the following specific rights to all students/organizations:

- To receive written notice of any disciplinary charges.
- To have reasonable access to the case file prior to and during any hearing, provided that all reviews, prior to the hearing, take place in the Office of Community Standards. Any alter arrangements for the case file review may be made at the discretion of the Office of Community Standards. Note: The Office of Community Standards does not maintain or release police reports. Any request for a police report associated with a disciplinary case must be made to the issuing police department.
- To have access to advice and support by an individual of their choosing, including an attorney.
- To have no negative inference made from a failure of the Respondent(s) or Complainant to appear, participate or speak during a hearing.
- The Respondent(s) will be presumed not responsible for any allegation. Violation is found only after a review of the credible information presented determines that it was "more likely than not" that the Respondent(s) was responsible.
- The Respondent(s) and the Complainant will be given the opportunity to participate in the hearing, present information on their own behalf, bring witnesses and question those who provide information at their hearing. This does not include the right to ask questions directly.
- Disciplinary hearings will be closed to all members of the campus and outside community except those directly involved with the case (including an individual selected as an Advisor).
- Following the completion of all hearings associated with a complaint, the Respondent(s) will receive written notification of the decision reached. The notification will also include a list of any sanctions imposed and appeal information.
- The Respondent(s) will have the right to waive any of these rights.
- The Respondent(s) may submit a written statement to the Office of Community Standards detailing the presence of any mitigating factors. This statement will be considered when determining an appropriate sanction and only if the Respondent is found responsible.
- A Complainant or victim may submit a written statement to the Office of Community Standards detailing the impact the violation has had upon them and their ability to function as a student. This statement will be considered when determining an appropriate sanction and only if the Respondent is found responsible.
- Victims of "crimes of violence" (covered under this Code) will receive written notification of the decision reached. The notification will also include a list of any sanctions imposed and appeal information.
- To be free from intimidation, harassment, bullying, or any other form of retaliation throughout and following the disciplinary process.

ATTACHMENT 7 SANCTIONS

Hearing Officers, Campus Hearing Boards, or Special Interim Hearing Boards may impose a single or multiple sanctions for violations of the Code. Factors to be considered in deciding sanctions will include: past disciplinary record of the student, monetary fines resulting from a corresponding court case, the nature of the violation, and severity of any damage, injury, or harm resulting from it as perceived by the victim, and/or appropriate University officials. The imposition of a sanction will normally be effective either on the date the University provides the party with the written determination of the result of an appeal, if any appeal is filed; or if an appeal is not filed, the date on which an appeal would no longer be considered timely. A disciplinary suspension or expulsion will normally result in withdrawal from all the registered courses in the effective term, (not to exceed one academic term).

regardless of the courses still being in progress or if final grades were submitted. Any request to have the effective date of a sanction deferred to a later date must be made in writing to the Vice Chancellor of Student Life/Dean of Students and will be decided on a case-by-case basis.

Normally there will be no refund of tuition/fees if expulsion, suspension or withdrawal from courses and/or University housing is affected because of violations of the Code. Any request for a refund due to these circumstances must be made in writing to the Vice Chancellor of Student Life/Dean of Students and will be decided on a case-by-case basis.

Sanctions, which may be imposed upon any student found to have violated the Code, include the following:

1. **Official Warning:** A written statement indicating a violation of the Code has occurred and warning that a subsequent violation will likely be treated more severely.
2. **Educational Task:** Completion of task(s) which benefit the individual, campus, or community.
3. **Monetary Fine:** The student is required to pay a fine that has been placed onto their student account.
4. **Suspension of Activity Privileges:** The student cannot be a member of a recognized student organization, participate in organizations' regularly scheduled activities, serve as a representative of the University, or participate in intramural, club, or intercollegiate sports. Notification of this sanction/status will be sent to appropriate University officials so they will know who may not participate in activities sponsored by their offices.
5. **Disciplinary Probation:** a designated period of time during which the student is given the opportunity to demonstrate the ability to abide by the community's expectations of behavior articulated in the Code and is not considered to be in good social standing with the University. Another violation will likely result in a more severe sanction.
6. **Suspension of Residence Privileges:** The student's privilege to live in University-owned housing, and visit the residence areas of the campus, is suspended on a temporary or permanent basis. Any request to have the effective date of the Suspension of Residence Privileges deferred to a later date must be made in writing to the Vice Chancellor of Student Life/Dean of Students and will be decided on a case-by-case basis. **The student is not entitled to any refund of campus housing and/or meal plan fees.** Any request for a refund must be made in writing to the Vice Chancellor of Student Life/Dean of Students and will be decided on a case-by-case basis.
7. **Suspension:** The student may no longer be a registered student, attend classes, or receive grades for a specified period of time. In addition, while in this status, the student may not be present on the campus nor at a University-sponsored event for any reason whatsoever. The suspension will be noted on the student's academic transcript. The sanction will be effective either on the date that the University provides the party with the written determination of the result of an appeal, if any appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely. Any request to have the effective date of the Suspension deferred to a later date must be made in writing to the Vice Chancellor of Student Life/Dean of Students and will be decided on a case-by-case basis. **The student is not entitled to any refund of any tuition/fees.** Any request for a refund must be made in writing to the Vice Chancellor of Student Life/Dean of Students and will be decided on a case-by-case basis.
8. **Expulsion:** The student may never again be a registered student, attend classes, or receive grades. In addition, the student may never be present on the campus nor at a University-sponsored event for any reason whatsoever. The expulsion will be noted on the student's academic transcript. The sanction will be effective either on the date that the University provides the party with the written determination of the result of an appeal, if any appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely. Any request to have the effective date of the Expulsion deferred to a later date must be made in writing to the Vice Chancellor of Student Life/Dean of Students and will be decided on a case-by-case basis. **The student is not entitled to any refund of any tuition/fees.** Any request for a refund must be made in writing to the Vice Chancellor of Student Life/Dean of Students and will be decided on a case-by-case basis.
9. **Other sanctions:** Other sanctions may be imposed in addition to, or instead of, those described in #1 through #9 above. For example, costs associated with educational programs or damage repair fees may be charged or students may have use of University facilities limited or revoked.

Students who are found responsible for Code violations which involve alcohol/drug (ab)use, may be required to attend educational programs intended to inform them about alcohol/ drug use and abuse.

- a. The Office of Community Standards may notify parents/guardians of students less than 21 years of age when a student is found responsible for a violation of the Alcohol and Other Drugs Policy. Rowan Public Safety may notify parents/legal guardians when citations have been issued by law enforcement officials, without waiting for a hearing or an other due process since citations given by the law enforcement unit of a university are not covered by FERPA.
- b. Bias motivated offenses may result in more severe sanctions. Such offenses are defined as any offense wherein the Respondent(s) intentionally selects the alleged victim because of the victim's actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or mental, physical, or sensory disability, or by any other distinguishing characteristic, or any other class protected under the New Jersey Law Against Discrimination, N.J.S.A. 1 et. seq.
- c. Any sanction may be put on hold or deferred (i.e. not put into effect) for a predetermined period of time by the Vice Chancellor of Student Life/Dean of Students or their designee. The original sanction(s) may be re-imposed immediately upon a further finding of responsibility in a subsequent campus disciplinary hearing at any level.
- d. Sanctions for group or organization misconduct may include suspension, revocation or denial of recognition, partial or total de-funding, or the imposition of other appropriate sanctions.
- e. A student who fails to complete the terms of a campus disciplinary sanction by the given deadline will receive a monetary fine for noncompliance and could be charged with noncompliance under the Code.
- f. Under the Family Educational Rights and Privacy Act (FERPA), violators of provisions of the Code pertaining to certain "crimes of violence" may have their names and disciplinary findings publicly revealed.
- g. Students should be aware that conviction in criminal court for certain controlled substance offenses including drug possession and/or sale may have them declared ineligible for Federal financial aid for a period of time. See the Financial Aid Office for details.

ATTACHMENT 8

APPLICATION OF STANDARD SANCTIONS

1. While sanctions may vary based upon the specific content of an allegation/report, hearing officers are trained to implement sanctions which address specific allegations. Standard sanctions have been adopted by Rowan to respond to disciplinary violations. Of particular concern are substance abuse-related violations, off-campus conduct violations, as well as weapon and violence violations of the Code. Rowan is deeply concerned about the extent to which some students engage in underage consumption of alcohol, unlawful use of drugs and/or consumption of alcohol or other drugs to a degree that renders them in need of emergency medical intervention or other extraordinary assistance. In addition, Rowan seeks to deter students from engaging in conduct that poses risks to the safety and well-being of the individual student and/or the University and Glassboro community as a whole.
2. Standard sanctions are intended to alert students and other members of the University community to the seriousness of alcohol-related and drug-related behaviors, violence, and sexual violence; provide meaningful consequences for violations of the Code; and ensure that students are provided opportunities to access education, counseling, and support.
3. Standard sanctions listed below apply to misconduct that occurs both on-campus and off-campus, at the discretion of the Vice Chancellor of Student Life/Dean of Students or designee. Incidents falling within the Code but not described in this document will be handled on a case-by-case basis in light of all the circumstances.
4. Students found responsible for multiple violations will receive the cumulative sanctions associated with each violation.
5. Although the Standard Sanction Model is critically important to the Rowan process for addressing disciplinary matters, it is intended to be a guiding tenet. Each matter will be evaluated based upon the unique circumstances found during the process. Those circumstances may warrant deviation from the Standard Sanction Model. This may be true in the case of on-campus multiple violations.

ATTACHMENT 9

APPEALS

1. Upon receiving notification of the outcome of a case, the Respondent(s), Complainant, victim (in cases of "crimes of violence") covered under this Code, or the Vice Chancellor of Student Life/Dean of Students or designee (in Campus Hearing Board cases) may file an appeal under the following circumstances:
 - a. Procedural irregularity or substantive error that affected the outcome of the matter. Deviations from the University's policy/procedures will not be a basis for sustaining an appeal unless significant prejudice resulted.
 - b. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter.
 - c. The decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter; or
 - d. The Disciplinary Sanction(s) imposed were substantially disproportionate or not appropriate in light of the violation(s).
2. The appeal process is a written process. The information provided will serve as the official appeal and will be forwarded to the appropriate appeal officer.
3. All appeals must be made within five (5) business days of the date on the letter informing the parties of the decision. Appeals must be submitted in writing to the designated appeal officer and should explain in detail the basis of the request, including any supporting documentation.
4. Upon receipt of the written appeal, the Assistant Dean of Student Life may defer the imposition of the sanction(s) pending the decision on the appeal. Note: Interim Suspension as well as any other prior restrictions will remain in effect during the appeal process.

5. Cases adjudicated by the Campus Hearing Board will be forwarded to the Vice Chancellor of Student Life/Dean of Students or Designee. All other cases will be forwarded to the Assistance Dean of Student Life.
6. An appeal will be responded to in a timely manner (usually two weeks) and a final decision will be issued in writing either accepting or denying the appeal. The student will be informed of any delay by the assigned Appeal Officer.
7. The Assistant Dean of Student Life or designee is responsible for compiling the appeal documentation for review, scheduling the appeal review meeting as well as sending all correspondence to the parties involved. The Assistant Dean of Student Life or designee will have no other role during the appeal review meeting.
8. The Appeal Officer will review the written appeal and all documentation contained in the case file. If an appeal is upheld based on procedural error or new information reasons, the case will be remanded to the Campus Hearing Board for re-opening of the hearing. If an appeal is upheld based on inappropriate sanction reason, the Appeal Officer will render the appropriate determination and/or sanction.
 - a. All Appeals decisions are final and will be forwarded to the Office of Community Standards for immediate implementation.
9. The appeals process described will be the final step in the discipline process and constitutes final University action.

ATTACHMENT 10

PROCEDURES FOR INTERIM SUSPENSION FROM COURSE PARTICIPATION, PRESENCE ON CAMPUS OR RESIDENCE AREAS AND PARTICIPATION IN UNIVERSITY RELATED ACTIVITIES

1. A student may be suspended from the entire campus, residence areas, extracurricular or other University related activities (i.e., Internships, work study, etc.) for an interim period pending a disciplinary hearing; the interim suspension is effective immediately and without prior notice whenever there is evidence that the continued presence of the student on the campus may pose a substantial threat to others in the University or to the stability and/or continuance of normal University functions.
2. During an interim suspension from the entire campus, a student is not permitted to continue to participate in coursework in person or online, submit academic work or correspond with instructors. Course instructors and other appropriate staff are informed. Special permission is needed for the student to conduct routine business with the University, during this time.
3. The Vice Chancellor of Student Life/Dean of Students or designee is authorized to impose Interim Suspensions.
4. If a student wishes to return to classes and/or residence on campus, the student is required to make an appointment to meet with a designated administrator within five (5) business days from the effective date of suspension. The purpose of this Interim Suspension appointment is to determine the following:
 - a. The reliability of the information concerning the student's conduct, including the matter of the student's identity.
 - b. Whether the conduct and surrounding circumstances reasonably indicate that the continued presence of the student on the campus or at University activities likely poses a substantial threat to others or to the stability and/or continuance of normal University functions.
5. A disciplinary hearing will be scheduled at another time to hear the substantive issues involved. This follows the Interim Suspension appointment with the designated administrator who employs the procedures outlined earlier. An Interim Suspension, in and of itself, does not become part of a student's disciplinary record.

ATTACHMENT 11

PROCEDURES ADDRESSING ALLEGATIONS OF DISCRIMINATION, HARASSMENT, AND RETALIATION (Student v. Student)

To ensure compliance with Title VI and other anti-discrimination laws, Rowan has implemented the: **Policy Prohibiting Discrimination in the Workplace and Educational Environment**

Procedures for Addressing Allegations of Discrimination, Harassment, and Retaliation (Student v. Student)

This policy:

- Applies to **all Rowan students, faculty, and staff**
- Prohibits discrimination, harassment, and retaliation based on **race, national origin, color**, and other protected categories
- Outlines procedures for investigating complaints and addressing violations

Applies to conduct that occurs **both on and off campus**, if it impacts the Rowan community or learning environment

ATTACHMENT 12

NON-RESPONSE POLICY

In accordance with federal regulations, University policies, and respect for students, Rowan University is committed to addressing all matters in a timely manner. As a result, it is essential that students check official University communications (emails, on-line postings, etc.) on a regular basis.

Designated University officials will send messages to students as appropriate and/or necessary. The following expectations apply to students:

1. Students are responsible for checking their Rowan University provided emails on a regular basis.
2. Requests to meet and/or provide information will be sent via email with a deadline for response.
3. Failure of a student to respond will result in the generation of a "reminder" message. The second message will be sent via email with a deadline for response.
4. Failure to respond to a "reminder" message will result in action *in absentia*.
5. Although rare, Rowan University understands that there could be reasonable causes for failure to respond and/or the need for an extended deadline. Students must request an exemption in written form prior to the established deadline.

ATTACHMENT 13

HAZING TRANSPARENCY

In an effort to provide students, parents, faculty, staff, and other external constituencies with as much information as possible, and in accordance with the Stop Hazing Act (2024) Timothy J. Piazza's Law (2021), Rowan University is committed to providing data, educational materials, and training sessions in an effort to end hazing and hold parties who haz others accountable for their actions.

For specific details, individuals are encouraged to examine the Hazing Information on the Vice Chancellor of Student Life/Dean of Student's web page.



