



MONTCLAIR STATE
UNIVERSITY

Office of the Dean of Students

Red Hawk Standards

Center for Leadership and Engagement
2019 Family Program

**On behalf of the
Office of the Dean of Students...**



**Welcome To
MONTCLAIR STATE UNIVERSITY!!!!**

Dean of Students

Bias Education Response Taskforce

Campus Recreation

CARE Team

Center for Faith and Spirituality

Center for Student Involvement

Contact Us

Core Values

Counseling and Psychological Services

Disability Resource Center

Health Promotion

LGBTQ Center

Multicultural Center

Office for Social Justice and Diversity

Preferred Names

Student Center

Student Conduct

Student Guide

Mission Statement

The Office of the Dean of Students is committed to the mission of Montclair State University and the Division of Student Development and Campus Life by providing support and advocacy to promote student success. Through intentional intervention and guidance, the Office of the Dean of Students collaborates with campus partners connecting students with appropriate services and ensuring the resolution of concerns that impact student academic and/or personal well-being. These cooperative relationships aim to develop students who are intellectual, resilient and civically engaged global citizens.

Important Forms/Policies

- CARE Report Form
- Crisis Intervention Support
- Demonstration/Outdoor Assembly Regulations
- Gender-Based Conduct / Sexual Harassment
- Grade Grievance Procedure
- Medical Withdrawal Policy

The Office of the Dean of Students is here to help all students...if you need help...let us know...

Know the Rules!!!

Please review the University Code of Conduct located at:

<https://www.montclair.edu/policies/all-policies/code-of-conduct/>



No soft kitty tonight

just read me the Code of Conduct

Every student is held accountable to the Code.

Every student needs to be knowledgeable about and abide by all policies.

General Guidelines

As of today...your student is a RED HAWK!!!

Authority

1. Policies apply both on-campus and off-campus to students.
2. Have authority over any student.
3. Have authority over any incident on campus.

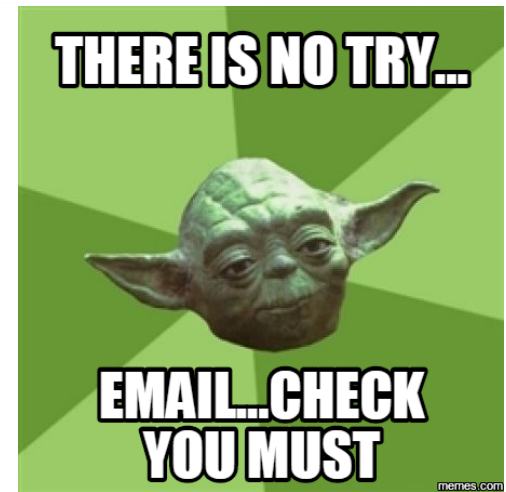


Complicity

1. If in proximity of violation, can be held responsible for violation.
2. If aid in violation, can be held responsible for violation.
3. Students need to remove themselves immediately; do not chance it.

Notice

1. Notice is sent via University email.
2. Considered delivered when sent.
3. Students are expected to check their University emails daily.



Conduct Process v. Legal/K-12 Processes

- The Conduct Process is the University's process
- It is an educational process
- It is not a criminal/legal process



Conduct Process v. Legal/K-12 Processes continued

Examples:

- The University holds the standard of proof as preponderance of evidence (i.e. more likely than not, 50.1%) as opposed to criminal courts that have beyond reasonable doubt (97+ %).
- While your student may face criminal charges stemming from an incident, they most likely will face University charges. This is not “double-jeopardy” since it is not two criminal processes.
- Legal/criminal outcome does not affect outcome of conduct process. If a student is found not guilty in court, it does not equal that they will be found not responsible in the conduct process (or vice-versa). In addition, the University conduct process does not wait for the outcome of a legal process.
- Manifest determination—for those parents with students with disabilities, if your student’s behavior violates policy, the student will be held accountable via conduct (*we encourage connecting with the Disability Resource Center*).

“What Happens?”

1. Incident happens and is reported by faculty, RES staff, Police, etc...
2. Student will receive a Conduct Meeting request letter from an administrator via University email to come and discuss the options provided for the student in the conduct process.
3. If a student fails to meet, a decision will be made without the student's input; a plea of not responsible will be entered on behalf of the student. However, the student loses appeal ground of “additional evidence” if they do not attend.

“What Happens?”

4. The student will choose one of the following for resolution of the issue:

- **University Administrative Hearing (UAH)**—only the student and the administrator; can have University Adviser* present.

- **University Panel Hearing (UPH)**--- student goes before a group consisting of faculty, administrators and students. Student can have either one University Adviser* or one Legal Counsel* with them but only the student can speak during the process. Student can also have event witnesses present (not character witnesses).

*University Advisor and Legal Counsel have extremely limited roles in process; can only advise student to answer/not answer questions posed during the hearing.

“What Happens?”

5. The student will receive the outcome via University email.
6. The student has the option of one-level of appeal based on the following criteria within three business days of outcome being delivered electronically:
 - Procedural error or bias can be proven
 - Additional evidence can be provided
 - Sanction is unduly severe
7. The student will receive appeal outcome via University email. Appeal outcome can drop original outcome, modify it or keep it the same. No increase of sanction will occur.
8. The process concludes. **THERE IS NO APPEAL OF AN APPEAL.**

Review of Policies

Alcohol

1. Not allowed in halls; only allowed in Village with all residents of age and all guests of legal drinking age present, regardless of who is consuming.
2. If present, can be held to policy violation regardless of consuming (*Complicity statement*).
3. No drinking games allowed (i.e. beer/water/etc... pong).



Drugs

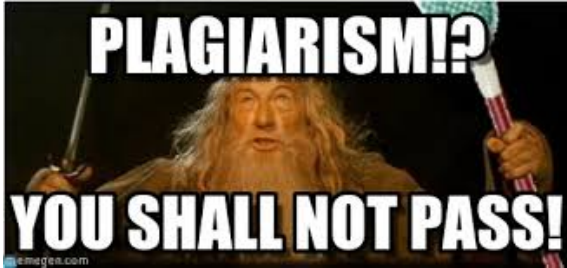
1. Use/possession is not allowed, **PERIOD**; even “medical marijuana” and imitation products.
2. “0-tolerance” for selling/distribution (including intent of) of drugs.
3. Housing + Drugs = NO HOUSING.



Marijuana would not be allowed on campus even if NJ legalizes due to Federal status &

Did you know? *impact on financial aid.*

Some more policies



Academic Dishonesty

1. Intentional or not, still a violation.
2. If it is not yours then cite it (however, if you have used it before, you need to get permission in advance from your Faculty to reuse it).
3. Best tip--Check with your professor and visit the Center for Writing Excellence for assistance.

Classroom Behavior

1. Be respectful of your professors and classmates.
2. Inappropriate language and actions can led to your full removal from class.
3. General rule....be polite to all.

Did you know?

**IT COSTS
NOTHING TO
TREAT SOMEONE
WITH RESPECT.**

SLICKWORDS.COM

Policies (few more)

Hazing and Weapons

1. Both come with minimum sanction of Suspension from the University.
2. Individuals and the organization can be held accountable for hazing.
3. Weapons include real (guns/knives/etc.) and imitation items as well.



Did you know? *Guns (real or imitation) will result in full removal from the University*

Smoking

1. Montclair State is becoming smoke free (fully by 2020).
2. Smoking only allowed in designated areas of campus (locations are marked; not near entrances of buildings—including vaping products ,JUULS, etc..).
3. Any type of smoking, including hookah/electronic/vaping/JUULs, etc., is never permitted inside of a building.



Policies (yes, more...)

Residence Halls

1. Students are accountable for your room and anything that happens within their room (unauthorized items; fire safety; etc....)
2. Respect other's wishes when it comes to how loud they are or their music/tv is regardless of time of day.
3. Guest Policy. Residents must sign guests in-and-out of the halls, as they are responsible for their guest's actions at any point the guest is within the hall.
4. Fire Safety---(1) tampering with fire safety devices, including exit signs, in any manner WLL lead to your student's removal from residential facilities. (2) Candles, incense, sage, etc.. are also not allowed.
5. Occupancy---there are limits of how many individuals can be within any given room/apartment.



Did you know?

86 students lost their housing during 2018-2019 academic year due to policy violations.

Policies (continued)

Threat or Infliction of Bodily Harm

1. No fighting allowed.
2. Inform your student to remove themselves from potential risks
3. Montclair State does not have a “self-defense” policy.



Harassment

1. No tolerance for bias incidents or sexual harassment.
2. If student is being harassed or bullied, tell someone.
3. Incidents can be one-x-one, phone, texting, online, etc. Students will be held accountable for statements made online (Facebook, Twitter, email, texting, etc.).
4. Please note that civil discourse is part of the academic education.



Social Media: Think before you post....

Harvard University Rescinds Admissions Offer to 10 Students due to Social Media Posts (2017)

Kansas State University Expels Students for Posting Racist "Blackmask" on Snapchat (2016)

**IT'S NOT ABOUT HAVING THE
"RIGHT" TO SAY IT...**

Social media is the permanent record

Penn State Fraternity's Secret Facebook Photos May Lead to Criminal Charges (2015)

University of Oklahoma Greek's Racist Chant Leads to Expulsion of 2 Students (2015)

Curt Schilling Tracks Down Guys Harassing Daughter on Twitter, "There Are Repercussions to Your Actions" (2015)

Montclair State University Rescinds Student's Admission Due to Online Threat (2015)

Title IX

A federal statute that prohibits sex discrimination in educational institutions receiving federal financial assistance

Title IX Prohibits:

- Sexual harassment (attempted or actual)
- Sexual violence (attempted or actual): rape, sexual assault, sexual contact, sexual coercion, stalking, and intimate/domestic partner violence

All student-on-student reports of actual or attempted sexual misconduct should be directed to the University Deputy
Title IX Coordinator: Dean Yolanda Alvarez

alvarezyo@mail.montclair.edu

Title IX Reporting Portal *(can also be accessed off of Dean of Students' website)*

https://montclair-advocate.symplicity.com/titleix_report/

Any reports that involve a student and Faculty/staff of actual or attempted sexual misconduct should be directed to the
University Title IX Coordinator in Human Resources: Director Toni Hindsman

hindsmant@montclair.edu

Medical Amnesty Policy (MAP)

Students who seek emergency medical attention for themselves or others related to consumption of alcohol/drugs will not be held responsible for violations of the Montclair State University Code of Conduct (specifically: Section II, Letter B and/or Letter I.), provided they comply with certain conditions.



<https://www.montclair.edu/alcohol-drugs/medical-amnesty-policy/>

PNG--Persona Non-Grata



- Students who are removed from residential facilities are not allowed to visit/reside in housing during specified time period.
- Students who are suspended from University not allowed to be on campus during this period.
- Students who are expelled from University never allowed to be on campus.
- Non-students who are involved in **ANY** policy violation receive PNG status (including your friends).
- Individuals who violate **policy** are subject to arrest for defiant trespass and additional sanctioning.

Sanctions of the Conduct Process

- University Warning (your student made a mistake...)
- University Probation (your student REALLY made a mistake....)



Sanctions of the Conduct Process

- University Suspension:

- One-Two semesters
- WD's in all classes
- Not allowed on campus
- Transcript Notation
- No Refund

- University Expulsion:

- FOREVER
- WD's in all classes
- Not allowed on campus
- Transcript Notation
- No Refund

FERPA



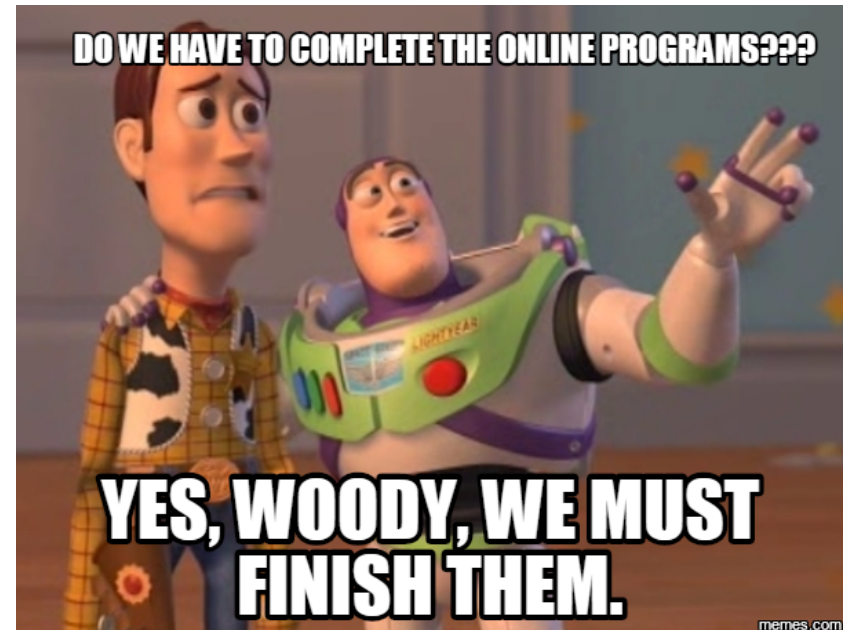
The *Family Educational Rights and Privacy Act of 1974*, commonly referred to as FERPA, is a federal law that is designed to protect the privacy of and limit access to the educational records of students. In short, all educational records are strictly *the student's* business unless the student gives a third party the right to this information in writing.

The University holds that without a waiver signed by student, an administrator is not able to speak on any incident involving the student with another party. If the parent/guardian/etc... is allowed, the University determines what is allowed. *Speaking does not mean "negotiate an outcome"*.

There are no "blanket" waivers. A new waiver would be required for each individual incident.

Online Educational Programs

- University is dedicated to assist students in understanding risks associated with alcohol/drug usage/sexual assault (**note: there are two different vendors & 3 total programs**)
- Incoming students will have to take online courses in **August** (has brief follow-up 30 days later). Full completion is required.
- Will receive information via University email
- No charge to student.
- If fail to complete, will result in conduct action.



Remember---

Ignorance is not an Excuse



Our goal is to allow students a safe environment conducive to their learning experience. If your student has questions regarding a policy or process, encourage them to ask someone (Peer Leader, Resident Assistant, Community Director, Office of the Dean of Student staff, etc...).

If your student is unsure if they have/do something, again..... ASK SOMEONE. Remember, as both adults and students, it is your student's responsibility to know the policies so that they have a fulfilling experience at Montclair State University.

Your student's success and experiences will be based on their choices, decisions and actions.

Jerry S. Collins, M.S. Ed.

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montclair.edu/dean-of-students/student-conduct/