

Texas State University-San Marcos
Residence Life Peer Student Conduct Board Member
Application Information

Enclosed is a copy of the Residence Life Peer Student Conduct Board Member application. The purpose of this information letter is to give you some sense of the expectations that are placed on Peer Student Conduct Board members as well as some of the benefits of being a Peer Student Conduct Board member.

The Residence Life Peer Student Conduct Board hears generally any case involving instances of misconduct by those living in the residence halls. The Residence Life Student Conduct Board consists of at least five justices who review a case, listen to testimony, and make a decision regarding an individual's responsibility.

Please read the following information before you complete the application. This will assist you in making your decision about whether or not to apply as a peer Student Conduct board member. If you need further information regarding the Student Conduct Board, please contact your hall director or Holly Tawil, the GA for Student Conduct. They will gladly speak with you about this exciting opportunity!

The bulk of training for the Student Conduct Boards will take place on Saturday, October 3, 2009 from 10am-3pm. (lunch will be provided). Please make sure you are able to attend this training before completing this application.

Once you have completed your application, please return it to the main Residence Life Office at JCK 320. If you have any questions, please feel free to contact Holly at rljudicial@txstate.edu.

Thank you!
Residence Director

Justice/Student Conduct Board Member

Job Description

- A. Participate in all Peer Student Conduct Board training sessions.
- B. Commit to and attend a majority of the Peer Student Conduct Board cases (i.e. exceptions for being sick). Your attendance affects whether or not there is a quorum to hold a Peer Student Conduct Board hearing. There must be four voting Justices and a Chairperson for quorum.
- C. Participate in all facets of the Peer Student Conduct Board hearing.
- D. Make decisions that are fair and based on the information presented during the Peer Student Conduct Board hearing.
- E. Keep information discussed and gathered in the Peer Student Conduct Board hearing confidential!

What you can expect.

- 1. Training to help you better understand why your peers make the decisions they do.
- 2. Training regarding university and residence hall policies and their rationale as needed.
- 3. Training over procedures for running a Peer Student Conduct Board conference.
- 4. Practice adjudicating sample cases before adjudicating a real student case.
- 5. Approval from your advisor and the Area Coordinator for Student Conduct Issues to proceed with conducting a Peer Student Conduct Board hearing.
- 6. Ongoing training over pertinent topics related to the discipline process.
- 7. Accountability. The Area Coordinator for Student Conduct Issues and the Associate Director for Student Life will be reviewing the cases you decide and may periodically ask you questions in regards to your decisions. This is not meant to undermine your authority in decision-making, but it is a way to better understand your Peer Student Conduct Board process.

Why do we have Student Conduct Boards?

The basic philosophy of discipline at Texas State University-San Marcos is one of education and the belief that students can learn from their mistakes and choose to change. The community floor agreements, along with university and residence hall policies help to determine the type of environment that is acceptable to the majority of students. This includes fostering an atmosphere of respect for the rights of others, responsibility for one's actions, and encouraging self-discipline and community accountability.

The discipline process focuses on the growth and development of students charged with violating regulations and policies by determining why students make the decisions they do and building an understanding of the consequences that accompany such decisions. If a student is determined to have violated a policy, appropriate sanctions that encourage better decision-making are utilized as a means of education.

The formal responsibility for discipline rests with the University and the Board of Regents. This responsibility and implementation has been delegated to the Dean of Students Office. The Dean of Students Office chooses to make Residence Life a designee for adjudicating discipline cases. As such, the Residence Life Peer Student Conduct Board was created as an alternative to the traditional Administrative Review currently in practice.

Whether a discipline case is processed by the Dean of Students, a Hall Director, or the Residence Life Peer Student Conduct Board, the end remains the same: to direct behavior into acceptable patterns and to protect the rights of all students. The unique advantage of the Residence Life Peer Student Conduct Board lies in the ability of its members to influence the attitudes and subsequent behavior of other students through a formal process. Peer influence, exercised through the Student Conduct process, can often be more effective in redirecting the behavior patterns of students than any other method of discipline within the institution.

The success of the Residence Life Peer Student Conduct Board is contingent upon the conviction of its members to achieve a suitable living environment while affording individual students maximum personal freedom within institutional and Residence Life Community guidelines.

Ethical Considerations for Justices

Since the Dean of Students and Residence Life has delegated the authority for Peer Student Conduct Board operation, certain institutional guidelines regarding discipline must be observed by student boards. Violation of these standards is cause for an individual's removal from the Residence Life Student Conduct Board.

I. It is the responsibility of each Justice to observe the following ethical standards:

A. Information regarding any student's disciplinary status is not to be discussed with anyone outside the Peer Student Conduct Board meetings. Likewise, any information given in confidence at a Student Conduct conference should not be discussed outside the meeting.

B. The disciplinary record of any student is not to be disclosed or discussed outside the Peer Student Conduct Board meetings.

C. In a Student Conduct conference, Justices are to refrain from making accusations or statements of any kind that cannot be supported.

D. In all disciplinary cases, the vote of each Justice is confidential. The vote of the entire Peer Student Conduct Board, however, is shared with the student when he or she is informed of the Peer Student Conduct Board's decision. Information regarding majority and minority opinions should be shared with the student and are to be recorded in the minutes of the conference (not necessary if audio-taped).

E. All Justices must uphold all decisions of the Peer Student Conduct Board's majority, even though there may be dissenting opinions.

II. It is particularly important to remember that Justices become, in a sense, role models for the other students. Therefore, it is especially important that Justices both uphold and obey the regulations and policies of the university and Residence Life. The following measures have been designed to promote the operational effectiveness of Peer Student Conduct Boards. These measures will be implemented in cases where a Justice is alleged to have violated university or Residence Life policies or when a Justice has been accused of a breach in ethical considerations as listed in section I:

A. If a Justice is found by the University discipline process to be responsible for a violation of university or Residence Life regulations, or found in violation of the ethical standards listed in Section I, and following any appeals that may be related to the charge, the Justice shall have the opportunity to inform the Student Conduct Board about the case. Additionally, within a week of the final decision of the case, the Peer Student Conduct Board on which the Justice serves will be notified of the decision reached by Residence Life or the Dean of Students.

B. The Area Coordinator for Student Conduct issues, in consultation with the Hall Director, will determine if removal from the Peer Student Conduct Board is appropriate.

C. For reasons of excessive absence, a Justice may also be asked to discuss the problem with the Peer Student Conduct Board that will then make a decision about the continuation of the Justice's service.

Proposed Schedule for Peer Student Conduct Board

Friday, September 4th –Applications available on line

Friday, September 25th- Applications due to JCK 320 by 2pm

Friday, October 2nd- Acceptance notices due

Saturday, October 3rd- Training from 10am-3pm

Monday, October 5th- 1st Session of Student Conduct Board held

***PLEASE INCLUDE YOUR SCHEDULE OF AVAILABILITY** with this application.
Most Student Conduct Board meetings will be held on Monday and/or Wednesday 4pm-6pm.

Residence Life Peer Student Conduct Board Application

**You may submit these answers on a separate piece of paper if that is more convenient. Otherwise, please type or write legibly.

Name _____ Date _____

PLID (number on your ID) _____

Texas State Email: _____

Hall Address _____ Phone _____

Classification: ____ Freshman ____ Sophomore ____ Junior ____ Senior

Major (or undecided): _____

Number of semesters completed at Texas State (if applicable) _____

Overall Texas State grade point average (if applicable) _____

Have you ever been found responsible for violating the code of conduct at Texas State or at any other school? _____ (If you answer yes to this it does not automatically disqualify you as a candidate because your experience often makes you a very good justice!).

If yes, please explain.

Will you be able to serve for the entire academic year? ____yes ____no

1. What other activities are you involved in?

2. What do you think the purpose of the Peer Student Conduct Board is?

3. What interests you in becoming a Peer Student Conduct Board member?

4. What qualities do you possess that you believe will make you an effective member of the Residence Life Peer Student Conduct Board?

By signing below, I acknowledge that I understand the responsibilities and expectations of a Residence Life Peer Student Conduct Board member.

_____ Date _____

******Please return to the Student Conduct Graduate Assistant, JCK 320.***

Rev. 08/21/09 HRT