

## 2.419 STUDENT CONDUCT

(1.2.6)

### 2.419.05 Student Discipline Program

(1.1.3)

- A. The TU Office of Student Conduct and Civility Education (OSCCE) is responsible for managing and coordinating all aspects of student discipline through the Code of Student Conduct and other related university policies.
- B. Student disciplinary actions will normally proceed while criminal proceedings are pending in the courts.
- C. People who may be referred to OSCCE are:
  - 1. Persons taking courses at TU, both full-time and part-time, pursuing undergraduate, graduate, professional, certificate, or continuing studies;
  - 2. Persons who are not officially enrolled for particular terms, but who have continuing relationships with TU;
  - 3. Student organizations who have complied with formal requirements for university recognition; and
  - 2. Student groups whose members are associated with each other, but have not complied with university requirements for registration as organizations.
- D. The Central Records supervisor is the primary, day-to-day contact point with OSCCE and has related duties that include, but are not limited to ensuring:
  - 1. Referrals are completed and submitted to OSCCE;
  - 2. Agency employees and their supervisors are notified of upcoming hearings or other case related matters; and
  - 3. Case disposition information received from OSCCE is entered into corresponding case records.

### 2.419.10 Disciplinary Referrals

- A. Students and student groups or organizations will be referred to OSCCE as the result of:
  - 1. Criminal or civil charges being placed by this agency;
  - 2. Reckless driving or other motor vehicle related incidents involving alcohol, CDS, or other substances;
  - 3. Criminal or civil charges being placed by allied agencies and coming to the attention of this agency;
  - 4. Discretionary charging for certain alcohol related offenses consistent with **2.433 Substance Abuse**;
  - 5. Violating university policies;
  - 6. Other incidents as specifically authorized by the Chief or commanders.
- B. Officers who request exceptions to mandated referrals will send written requests through their chain of command to the Chief explaining the objective based reasons for the requests.
- C. Investigative work products, investigative notes, and Criminal History Record Information (CHRI) will not be forwarded with referrals.
- D. Officers are responsible for ensuring that any pertinent case information developed during OSCCE proceedings is included in related police reports.
- E. Copies of completed police reports are the primary documents used to refer students to OSCCE. However, officers may use **Written Warning / FIR (UPO.024.D)** rather than regular reports to refer minor violations that do not result in further enforcement actions being taken or other agency reports being generated. Violations that may be referred on Warning / FIRs include, but are not limited to:
  - 1. Under-age consumption of alcohol when it is determined individuals have been drinking but are not currently possessing alcoholic beverages,
  - 2. Public intoxication;

3. Uncooperative behavior and/or failure to comply with proper instructions of officials acting in performance of their duties;
4. Other violations as situationally approved by the Chief or commanders.