

FACULTY GUIDE TO STUDENT CONDUCT

The goal of all judicial proceedings at St. Norbert College is to hold students accountable to the terms and policies of our community. SNC judicial proceedings are not comparable to a criminal proceeding, they are in formal proceedings held to determine if a policy has been violated. The process is designed in part to address these concerns in an educational manner, and to assist students to grow in their moral and ethical reasoning.

All of our judicial processes are rooted in the principle of fundamental fairness. Students are offered the basic rights of notice and an opportunity to be heard before any adverse action may be taken against them.

Student misconduct is generally administered through the [office of judicial affairs](#). In its broadest sense, our student conduct policy requires that all members of the community enrolled in courses offered through St. Norbert College are prohibited from engaging in conduct that endangers the welfare of themselves, the college community or threatens the image and reputation of St. Norbert.

These concerns specifically include but are not limited to:

- Flagrant or reckless disrespect for others
- Intimidation, abuse, or coercion of others
- Verbal harassment
- Disruption or obstruction of teaching and research ([Policy for Dangerous and Disruptive Behavior](#))
- Irresponsible social conduct that reflects poorly on the college community and does not model good citizenship

Any faculty member who has a concern that a student may have violated an act of behavioral misconduct may choose to start their inquiry by contacting the **director of student judicial affairs (Lori Evans, lori.evans@snc.edu)**.

Academic misconduct is administered through the [office of the SNC Honor Code](#). Every student at St. Norbert is provided a copy of the honor code prior to their first day on campus. Students are required to acknowledge their understanding and commitment to the principles embodied in the honor code.

Generally, academic misconduct is defined as any attempt to unfairly advance one's academic performance. Any faculty member who has concern that a student may have committed an act of academic misconduct may choose to start their inquiry by contacting the college **honor code facilitator (Marc Hammer, marc.hammer@snc.edu)**.

In the alternative, a faculty member may choose to file a suspicion of academic misconduct. Forms to file such suspicion are located on the [Early Alert](#) website, and information regarding academic misconduct can be found at the [SNC Honor Code](#) website.

The filing of a written suspicion allows the honor code facilitator to contact the faculty reporter and discuss any academic concerns. If there appears to be merit in the faculty member's suspicion, the facilitator will begin the formal process of notification, conference with faculty and student, and possible additional proceedings to address the concern if necessary.

At any time prior to the execution of a formal honor code conference agreement, a faculty member may withdraw the suspicion of academic misconduct, and the matter is concluded without further findings or consequence.