



Committee Meeting: Policy & Governance Committee	Date: October 14, 2020
Committee Chair: Kathleen Masiello	
New or Edited: New	

POLICY NAME: Adjudication Hearing Board Policy

POLICY TYPE: Managerial

SUBMITTED BY: Petrina Hill-Cheatom, Dean of Students II

ISSUE OR STATEMENT OF PURPOSE: Adjudication Hearing Board

ISSUE OR STATEMENT OF PURPOSE:

The Adjudication Hearing Board is the central deliberative body in the adjudication process. It is responsible for adjudicating all academic, conduct, and Title IX student appeals, as well as appeals from students who are dissatisfied with a SUNY Erie policy and/or procedure. The Adjudication Hearing Board's charge is to seek truth and render fair judgments based on evidence.

The Adjudication Hearing Board is comprised of a group of trained faculty, staff, and student representatives who are nominated by each constitute group. The appropriate members of the Adjudication Hearing Board will convene based on the topic/area or case being adjudicated.

NEW OR EDITED POLICY:

Students may file a formal appeal with the Adjudication Hearing Board when their complaint has completed the student complaint process (i.e. filing of a report, completion of an investigation, and development of a resolution between the student and the department administrator that has been provided to the student in writing). If the student believes that she/he has been treated unfairly and is not satisfied with the outcome, the student may submit a formal appeal. An appeal represents the student's request for the issue to be re-examined so that a final determination may be made in a formal setting by an impartial body. Students may file an appeal regarding any area of the SUNY Erie community, including all services, departments, offices, and/or College policies and procedures. As such, requests for a formal appeal may involve academics, conduct, Title IX, and/or issues related to every service area offered by the College.

To file a student appeal with the Adjudication Hearing Board, the student must submit a detailed written statement with supporting documentation for the claim and a copy of the outcome letter from the administrator responsible for the initial investigation to the appropriate Dean of Students office. The Dean of Students office will file the student appeal with the Adjudication Hearing Board. A representative of the Adjudication Hearing Board will



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advise the student of the hearing procedures and any further documentation needed to review the appeal and determine its merit.

There is no guarantee that the Adjudication Hearing Board will act on every request for appeal it receives; however, the Adjudication Hearing Board shall act upon appeals that clearly demonstrate the following:

- An incorrect application, interpretation, or violation of any SUNY Erie policy or procedure; and
- New evidence that is material to a complaint and learned after an initial decision was made.

The more information and documentation provided, the better it will assist in the investigation of the student's claim of unfair treatment and/or support the finding that the initial decision was improper.

DOES IT SUPERCEDE A POLICY/WHICH ONE (if so, attach redline version): Not Applicable

POLICY & GOVERNANCE COMMITTEE RECOMMENDED ACTION:

Policy & Governance Committee recommends the Board of Trustees accept the Managerial policy under Committee Briefings, Policy and Governance Committee. This policy supersedes all prior policies/procedures and practices related to Adjudication Hearing Board Policy.

POLICY & GOVERNANCE COMMITTEE MEMBERS PRESENT: Trustee Kathleen Masiello, Trustee Leonard Lenihan, Student Trustee Travis Poling, Interim President William Reuter, Provost and Executive Vice President of Academic and Student Affairs Douglas Scheidt, Vice Provost of Institutional Research Assessment, Accreditation & Planning Fabio Escobar, Vice President of Human Resources, Equity & Inclusion Tracey Cleveland, Employee Relations Manager Daniel Kaufmann, Interim Vice President of Enrollment Management Phil Struebel, Dean of Liberal Arts and Science Joanne Colmerauer, Dean of Liberal Arts and Science Jamie Smith, Dean of Students Petrina Hill-Cheatom, College Senate Representative Colleen Quinn, SGA Representatives Brayner Carbono-Simanca and Alexander Gonzalez Kennedy.

DATE OF BOARD APPROVAL: October 29, 2020

POLICY & GOVERNANCE COMMITTEE TEAM FOLLOW-UP:

Following Trustee acceptance, this Managerial policy will be included in the SUNY Erie Community College Managerial Policy Manual.

INFORMATION/INPUT CONSIDERED DURING POLICY & GOVERNANCE COMMITTEE DELIBERATIONS:

Student Grievance of Academic Decisions Policy
Student Complaint Policy Non-Academic



POLICY NAME: Adjudication Hearing Board Policy - **Continued**

The Policy has been reviewed and discussed at the Policy & Governance Committee meeting of September 14, 2020 and October 14, 2020

History

Item:	Date:	Explanation:
Policy adopted	10/29/2020	
Annual BOT Review/Reaffirmed		
Previously Reviewed and Extended		
Renamed		

SUNY Erie Cross References

Policy Name or Procedure:	Where to find:
Student Grievance of Academic Decisions	Student Grievance of Academic Decisions Policy
Student Complaint Policy Non-Academic	Student Complaint Policy Non-Academic