



DEAN'S ADVISORY COUNCIL STATEMENT OF EXPECTATIONS

As a Dean's Advisory Council Member you will be expected to abide by the following:

IN GENERAL

- You must adhere to all policies in the Student Code of Conduct. Board members who are charged with any violation of the Student Code of Conduct or with a criminal offense maybe be suspended from their board position by the Advisor while the charges are pending.
- Board members should at all times be conscious of their status of a representative of the College, and should avoid involvement in situations which may tend to lessen the perceived credibility or objectivity of the discipline system.
- You are expected to inform the advisor if you have any personal interest or knowledge about any case, or if you are personally acquainted with any party. Board members may be disqualified from reviewing a case at the discretion of the Advisor.
- You are expected to attend all scheduled training sessions and meetings of the Board.

IN THE EVENT YOU PARTICIPATE IN A HEARING

- Arrive on time and prepared to be fully present during the hearing.
- Approach each case with the perspective that the accused has done nothing wrong unless and until you are persuaded otherwise by the information presented during the hearing.
- Consider all reports and testimony relevant to any case.
- Appropriately question all those in attendance of the hearing.
- Listen carefully to each person withholding any judgment until all available information has been presented and considered.
- Engage in a meaningful discussion regarding the facts of the case when the hearing has concluded.
- Be creative and thorough in your discussion related to sanctioning.
- Impose clear and appropriate sanctions for those found responsible. Through sanctioning the board should attempt to help the student understand the manner in which his/her behavior affected both his/herself and the community.
- Decisions of the board are assumed to be of the board as a whole. All decisions are expected to be supported by all members of the board, even dissenting members.
- Individual board members are compelled to offer input during the hearing and deliberation process; allow for fellow members to be heard; and to consider all views equally before a decision is reached.

I understand:

- that should I reveal the identity or circumstances of a case that the council has reviewed, I can be held in violation of College rules or assigned a penalty, and will be immediately removed from the council. I understand that faculty and staff, fellow students, spouses, parents and friends are not exempt from the above.
- that should I ever be contacted by a news media representative regarding hearings or cases, I may not answer any questions or say anything other than “no comment,” otherwise I will immediately terminate such conversations.
- that I must remain in good standing with the College and Community Standards system in order to retain my position on the Dean’s Advisory Council.
- that the oath of confidentiality is a continuing affirmation and will remain effective for any information learned during my association with the Dean’s Advisory Council.
- Members of hearing boards, throughout the entire proceeding, must maintain an objective attitude. Members have the obligation to disqualify themselves from a hearing when they feel that they cannot be impartial in reaching a decision.
- Any decision reached by the hearing board must be based solely on the evidence presented, not on extraneous information.
- The hearing board must respect the dignity of the student charged and the person bringing the charges at all times.
- No decision should be based on outside influences. A hearing board member approached by any person whose intent is to influence the deliberation should report the incident to proper authorities.
- that failure to fulfill my responsibilities as outlined above may result in my dismissal.

I have read and understand the above statements. In acknowledging these expectations, I agree to behave in accordance with them during my time as a Dean’s Advisory Council member.

Name: _____ Date _____

Signature: _____ Date _____

Middlesex Core Commitments



Choose to...

- ★ Respect Diversity
- ★ Strive for Excellence
- ★ Contribute to Society
- ★ Develop Strong Ethics
- ★ Act with Integrity

Middlesex Community College