

# Procedures for Addressing Non-Academic Misconduct

Office of Student Experience

Advisor  
(family member, friend,  
advocate, Legal)

## Support

Procedures for Addressing Student Non-Academic Misconduct (link)

Sexual Misconduct and Prevention Office

### ALLEGATION OF MISCONDUCT

Non-Academic Misconduct complaints may be filed by any Member of the University Community (refer to section 4).

#### **Step 1- Review and Decision by Associate Vice President, Student Experience (5.1)**

- The Associate Vice President, Student Experience (AVPSE) shall investigate a complaint and request a meeting with the Student to review evidence. If the student does not respond to the meeting request or chooses not to meet with the AVPSE, the AVPSE will decide without the Student's input.
- In cases of sexual misconduct matters, the AVPSE may identify an investigator who specializes in sexual misconduct to conduct the investigation.
- The AVPSE or designated investigator will investigate the alleged misconduct
- The AVPSE will determine whether misconduct occurred (refer to section 5.1.2 and 5.1.3) and issue the sanction(s) if any.
- The AVPSE shall inform the Complainant and the Student of the Decision, their respective right of appeal to the Adjudicator, and the process to be followed.

#### **Step 2- Appeal (5.2)**

- **#1: Request to Appeal** (submitted to University Secretariat)
- The Student or Complainant may submit a request to appeal within **14 calendar days** of having received the AVPSE's Decision. The Adjudicator's decision on whether to allow the appeal is final and binding.
- Requests for appeals must be based on one or more of three specific grounds. (refer to section 5.2.1)
- **#2: Appeal**
- Where the Adjudicator has allowed the appeal to proceed, the Appeal Procedures as outlined in section 6 will be followed. The Decision of the Adjudicator on an appeal is final and binding.

#### **Records of Non-Academic Misconduct (8)**

- Following the conclusion of a matter, records are retained in the University Secretariat per section 8.

#### **Extraordinary Power of Suspension and Exclusion from Campus(9)**

- Cases of Non-Academic Misconduct that present a reasonable apprehension of risk to persons or property should be brought to the immediate attention of the AVPSE in the form of a verbal, written or email report.
- If the AVPSE considers that the Non-Academic Misconduct presents a reasonable apprehension of risk, the AVPSE may issue an interim suspension order and/or exclusion from campus (refer to section 9.2-9.7)
- A student who has been issued an interim suspension and/or exclusion from campus order has an automatic right of appeal to the Adjudicator. See **Step 2 – Appeal (#2)** above.

