

The Student Conduct Hearing

When Student Conduct and Community Standards (SCCS) receives a report alleging a violation of the Code of Student Conduct that requires adjudication through a Student Conduct Hearing, SCCS will follow the standardized process referenced in The Code. An overview of this process is provided below. Participation in the Student Conduct Hearing is mandatory. Failure to participate may result in the case being resolved in the student or organization's absence and may also lead to an additional 'Failure to Comply' violation of the Code of Student Conduct.

Step 1: Student Notification

- The student or organization alleged to have violated the Code of Student Conduct will receive written notice to their Texas State email at least two (2) business days prior to their Student Conduct Hearing with the following information:
 - The date on which the alleged violation occurred
 - The Code of Student Conduct rule(s) alleged to have been violated
 - A concise summary of the documented behavior leading to the allegation
 - The time, date, and location of the mandatory Student Conduct Hearing as well as the Student Conduct Officer who will adjudicate the case
 - If a student or organization is unavailable at the time of the scheduled Student Conduct Hearing, they may reach out to the assigned Student Conduct Officer to reschedule the meeting.
 - If a student or organization would like to request an accommodation for their Student Conduct hearing, they may do so by reaching out to their Student Conduct Officer.
Accommodation compliance decisions will be made in consultation with Disability Services.
 - An overview of the Student Conduct Hearing process as well as a student or organization's due process rights within the Student Conduct process

Step 2: The Student Conduct Hearing

- The Student Conduct Hearing will be held between the alleged student or organization and the Student Conduct Officer responsible for adjudicating the case.
 - The alleged student or organization may have an advisor present during the Student Conduct Hearing
- During the Student Conduct Hearing the Student Conduct Officer will:
 - Provide a verbal overview of the student conduct process, including a student or organizations right to appeal the outcome of the Student Conduct Hearing
 - Provide a verbal overview of the student or organization's due process rights
 - Provide a verbal overview of the Student Code of Conduct violations alleged to have occurred
 - Provide a comprehensive overview of the information documented within the incident report as well as any supplemental evidence such as pictures, videos, or witness testimony
 - Ask for clarification or additional information regarding the reported incident
- During the Student Conduct Hearing the alleged student or organization will have the opportunity to:
 - Review the information on which the respective Student Code of Conduct charge is based
 - Respond to details of the incident report or presented supplemental evidence with additional context and provide additional information, evidence, or testimony regarding the incident
- A student or organization who fails to attend their first Student Conduct Hearing will have a second and final opportunity to attend a Student Conduct Hearing sent to their Texas State Email.

The Student Conduct Hearing

Step 3. Finalizing the Student Conduct Hearing Outcome

- Following the completion of the Student Conduct Hearing, the Student Conduct Officer will determine whether the student is responsible for violating the Code of Student Conduct and, if so, impose appropriate sanctions.
- The findings and any applicable sanctions will be sent to the student's or organization's Texas State email within twelve (12) business days of the case being opened, along with information regarding their right to appeal. The student or organization will then have five (5) business days to either:
 - Accept responsibility and the imposed sanctions
 - Decline responsibility and the imposed sanctions and request a University Hearing Panel
 - Students who request a University Hearing Panel will have information regarding next steps sent to their Texas State email.
- If a student or organization fails to respond within five (5) business days their case will be finalized, and they will be responsible for the completion of any applicable sanctions.

Cases Finalized in a Student or Organization's Absence

- As mentioned under "Step 2 The Student Conduct Hearing", a student or organization who fails to attend their first scheduled Student Conduct Hearing will have a second opportunity to participate in a Student Conduct Hearing.
- If the student or organization fails to attend the second scheduled Student Conduct Hearing, the case will be finalized in their absence. The case will be finalized utilizing the evidence and information available to the Student Conduct Officer at the time of the second Student Conduct Hearing.
- The findings and any applicable sanctions determined within the Student Conduct Hearing held in absence of the student or organization will be sent to the student's or organization's Texas State email within twelve (12) business days of the case being opened, along with information regarding their right to appeal. The student or organization will then have five (5) business days to either:
 - Accept responsibility and the imposed sanctions
 - Decline responsibility and the imposed sanctions and request a University Hearing Panel
 - Students who request a University Hearing Panel will have information regarding next steps sent to their Texas State email.
- If a student or organization fails to respond within five (5) business days their case will be finalized, and they will be responsible for the completion of any applicable sanctions.