



Disciplinary Procedures for Students

Disciplinary procedures at TCU are designed to provide a just and equitable process of educational discipline. While every effort is made to protect the rights of students, the University does not attempt to duplicate or to emulate the legal process and the proceedings should not be viewed as such.

Disciplinary hearings at TCU are closed to the public; however, students may, if they choose, bring a witness, and/or an advisor with them. The role of the advisor is a limited one – they may speak with the student, but not for the student. Additionally, advisors may seek clarification from a Hearing Officer regarding the educational discipline process. If a student chooses to bring an attorney as their advisor, they must notify the Campus Life office at least 24 hours in advance.

Fair Play Rights for Students

In all disciplinary proceedings, the student involved has the right:

1. To be informed in writing of the charges and the possible punishment.
2. To have at least three school days in which to prepare a defense to refute the charges.
3. To a hearing which should elicit information from both sides. If possible, the accused shall be able to face his/her accuser(s) and have the right to be advised by legal or other counsel.
4. To be given the opportunity to review a list of names of accusers and witnesses and a statement of facts they testified to, if the accused does not face his/her accusers. However, because of the close proximity in which students live and interact on campus, it is sometimes necessary to protect the anonymity of a witness or accuser. In such cases the Dean of Campus Life, or his/her designee, may verify the identity of a witness and accept a written statement from him/her without revealing the name of the witness or accuser to the accused.
5. To present oral and/or written testimony.
6. To remain silent about any incident in which s/he is a suspect. No form of harassment shall be used by a university representative to coerce admissions of guilt.
7. To be advised in writing of the results of the hearing.
8. To receive a transcript or tape recording of the proceedings, at the individual's own expense, provided this is requested 24 hours before the hearing.

Possible Punishment and Sanction(s)

The University attempts to make any disciplinary action appropriate to the offense, taking into consideration the student's attitude and previous disciplinary record. Each student will be treated as an individual and with courtesy and respect.

Action may vary from an informal verbal reprimand to expulsion from the University depending on the offense and the student's previous record. A student should feel free to ask any question s/he cares to about possible action that may be taken on his/her particular case.

Preliminary Investigative Interview

The University has the right to question any student about possible violations of the Code of Student Conduct in order to determine if there are sufficient grounds for initiating a disciplinary hearing.

If a Hearing Officer decides that there is sufficient reason for a disciplinary hearing, the student involved may choose one of two options: (1) to submit to a formal disciplinary hearing; or (2) to waive the right to a formal hearing, to discuss the incident informally with a Hearing Officer and to accept the decision of the Hearing Officer. If s/he chooses to pursue a formal hearing, s/he will be given a statement of the charges in writing and will be allowed a minimum of three class days to prepare a defense before the hearing. In certain circumstances, the University reserves the right to send any case to a formal disciplinary hearing for adjudication.

Formal Disciplinary Hearing

This is a hearing before a disciplinary panel comprised of three to five TCU faculty and staff members. They will hear all evidence and will make a determination about the student's involvement and the action that seems appropriate.

Appeal Procedure

Students who participate in the educational discipline process have the right to appeal the outcome. The request for an appeal must be made in writing to the Campus Life - Dean's Office within three business days and include the grounds on which they are appealing the decision. Grounds for appeal are limited to one or more of the following:

1. To determine whether the original process was conducted in conformity with prescribed measures (5.4.2a);
2. To determine whether the decision reached regarding the accused student was supported by a greater weight of the information (5.4.2b);
3. To determine whether the sanction(s) imposed were appropriate for the violation of the Code which the student was found to have committed (5.4.2c);
4. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original hearing. If the appeal officer accepts the validity of new information, the original hearing board will be reconvened (5.4.2d).

Appeals of decisions made by a Hearing Officer are heard by the University Discipline Officer. Appeals of hearing decisions made by the University Discipline Officer are heard by a formal disciplinary panel. Appeals of hearing decisions made by a discipline panel are heard by the Vice Chancellor for Student Affairs. The Chancellor retains the right to reverse any decision by any section of the University Judicial System.

Information regarding disciplinary procedures and/or a student's rights and responsibilities are available online at www.studenthandbook.tcu.edu. Questions and/or concerns should be directed to the Office of the Dean of Campus Life, Sadler Hall room 2006 or by phone at (817) 257-7926.