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a. When reasons arise to address potential Faculty Misconduct, the Appropriate

members of the department(s) involved. These proceedings are confidential, and the Hearing Committee members will be asked to sign a non-disclosure agreement.

b. While a final decision by the President is pending, the faculty member will either be suspended or assigned to other duties in lieu of suspension, only if immediate harm to the faculty member or others is threatened by their continuance. Before suspending a faculty member pending an ultimate determination of their status by the President, the Appropriate Administrators will consult with the Faculty Senate Committee on Ethics and Tenure concerning the propriety, length, and other conditions of the suspension. Salary will continue during the period of the suspension.

c. The Hearing Committee may, with the consent of the parties concerned, hold joint pre-hearing meetings with the parties in order to (1) simplify the issues, (2) effect stipulations of facts, (3) provide for the exchange of documentary or other information, and (4) achieve such other appropriate pre-hearing objectives as will make the hearing fair, effective, and expeditious.

d. Service of notice of hearing with a specific final statement of charges in writing will be made at least twenty-one (21) business days prior to the hearing. The faculty member may waive a hearing or may respond to the charges in writing at any time before the hearing. If the faculty member waives a hearing, but denies the charges against them, or asserts that the charges do not support a finding of adequate cause, the Hearing Committee will evaluate all available evidence and rest its recommendation upon the evidence in the record.

e. During the Hearing Committee's proceedings, the faculty member will be permitted to have an academic advisor and counsel of his/her own choice.

f. At the request of either party or the Hearing Committee, a representative of a responsible educational association will be permitted to attend the proceedings as an observer.

g. A verbatim record of the hearing or hearings will be taken and a written copy will be made available to the faculty member without cost, at the faculty member's request.

h. The burden of proof that adequate cause for sanctions or dismissal exists rests with the institution and shall be satisfied only by clear and convincing evidence in the record considered as a whole.

i. The Hearing Committee will grant adjournments to enable either party to investigate evidence as to which a valid claim of surprise is made.

submitted to the witnesses for response in order to clarify any remaining issues relating to the witnesses' statements.

1. In the hearing of charges of incompetence, the testimony will include that of qualified faculty

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“Appropriate Administrator” Means the following faculty leadership roles, progressing from the role most proximal to the rank of the faculty member: department chair, dean, Provost and President, for issues related to faculty when accusations arise that might result in minor or severe sanctions or dismissal of a faculty member. In the case that the Respondent of the complaint serves in one of these administrative roles or has a conflict of interest (e.g., has a spousal/partnership relationship with the Respondent, see Policy 1.4), either the faculty member (or Respondent) can ask an Appropriate Administrator at the next highest rank to appoint a delegate or delegate at the same or next highest rank as the Respondent (e.g., the dean can appoint an associate chair, assistant chair, or associate dean for a department chair who is a Respondent; the Provost can appoint a different dean or Provost Office for a dean who is a Respondent). In the case that the Respondent of the complaint is the Provost, concerns should be taken to the President.

“Faculty Grievance Committee” means the confidential committee appointed by the Faculty Senate Committee on Ethics and Tenure which can conduct an informal inquiry if requested to

