

## ORGANIZATION RIGHTS AND INTERIM ACTIONS

Recognized student organizations have a right to expect that all disciplinary proceedings will be handled fairly. Rutgers University grants recognized student organizations the following rights in the conduct process:

1. Organizations have the right to have their complaint heard by unbiased individuals. Organizations may object to a conduct case manager, hearing officer or hearing board member with cause. The Chief Conduct Officer or their designee will determine the validity of the objection.
2. Organizations have the right to have an advisor present at all disciplinary meetings or hearings. The advisor may not actively participate in any proceedings. It is the responsibility of the organization to insure attendance of the advisor at any proceeding, as meetings and hearings will not be rescheduled to accommodate advisors.
3. Organizations have the right to written notice of the charges against them and the time and place of any meeting or hearing. Proper notification is defined as delivery of mail to the organization's address or mailbox. Notice will be also be sent through email to the organization president's university email account.
4. Organizations have the right to receive a copy of all information to be presented against them at hearings. This information will be provided to the organization at least five working days prior to a hearing. \*Information that directly exposes the identity of an individual who wishes to remain anonymous will either be redacted or a description of the information will be provided.\*
5. Organizations have the right to hear and respond to all information presented against them. This includes the right to question witnesses at the hearing, if they have not been deemed a Confidential Witness.
6. Organizations have the right to present information and witnesses on their behalf. Character statements and witness statements should be submitted in writing before the hearing. Character statements will not be considered when determining a violation but may be taken into account when determining sanctioning.
7. Organizations have the right to written notification of the results of the hearing no later than five working days after the hearing.
8. Organizations have the right to appeal the outcome of the hearing no later than ten working days after notification of the decision. Holidays and University breaks will be the only exception.

## **INTERIM DISCIPLINARY ACTION FOR RECOGNIZED STUDENT ORGANIZATIONS**

In certain circumstances, it may become necessary to impose interim action(s) against an organization while a conduct matter is being addressed. Interim action will be imposed:

- 1) to ensure the preservation of the University or
- 2) if the organization's continued presence poses a threat to the safety and well-being of members of the University community.

### **THE TYPES OF INTERIM ACTIONS ARE AS FOLLOWS:**

**1. Suspension of Organization Activity:** the organization is prohibited from participating in any University activity and promoting University programs without express permission from the Senior Student Affairs Officer or their designee.

**2. Suspension of the New Member Program:** All meetings and activities of the New Member program must cease. Organization officers and all members are restricted from communicating with the New Members.

**\*\* Please Note:** Any violation of these directives will lead to further/harsher sanctioning. This is inclusive of violations from the organization's leadership outside of the University community (i.e. local and national offices). **\*\***

### **INTERIM ACTION PROCEDURES:**

1. The Chief Conduct Officer sends a letter to the organization's president. The letter details the type of interim action imposed and the process for appeal.
2. An organization may petition to Senior Student Affairs Officer or their designee within 48 hours of receipt of the official interim action letter to appeal the imposition of the interim action.

The Senior Student Affairs Officer or their designee will meet with an official representative of the organization and will examine information provided by The Office in order to make a decision.

a. If the Senior Student Affairs Officer or their designee determines that there is no potential threat or danger to community members by the activity or organization, the interim action is lifted. Conduct charges will still need to be addressed by the organization.

b. If the Senior Student Affairs Officer or their designee determines that there is a real or potential risk to the health, safety, or property of Rutgers University community members, the interim action is upheld. The Office is then asked to proceed with the conduct process