

The President of the College will review the case only as it regards a determination of due process. The student may further appeal the case through the President in writing to the Board of Trustees. The Board of Trustees will review the case only in regard to whether the student has received due process.

All hearings will be conducted on the college campus in “closed session” and shall be attended only by those persons authorized by the committee chairman to be present. Members of any press or public communications media will be excluded from such a hearing. Information obtained in such hearings is considered to be privileged communication.

A transcript of the hearing will be obtained through the use of a stenographer or tape recorder.

Disciplinary action may be a verbal warning, probation, dismissal from college housing, enforced withdrawal, suspension, or expulsion from the college.

Disciplinary counseling will be done primarily by the Vice President for Student Services, but other administrators as well as faculty members and students may assist with the informal counseling when necessary or desirable. The purpose of such counseling will be to advise the student of behavior which is in conflict with College policy or procedures and to encourage them to respond in a positive manner to avoid the necessity for disciplinary action. If the students are unresponsive to counseling, then appropriate disciplinary procedures will be implemented. In cases where flagrant violations of policy cause major disruption, tension, or danger to the order, safety, or well-being of the institution or other persons, the Vice President for Student Services is authorized to suspend students immediately, pending a formal investigation and hearing to determine final action.

ACADEMIC APPEALS COMMITTEE

The purpose of the Academic Appeals Committee is to provide an opportunity for a student to have a hearing when he/she believes a penalty or unfair grade adversely affecting his/her academic standing was unfairly imposed. If satisfactory resolution of a matter is not achieved after consultation with the instructor, division chair, dean, and Vice President for Instruction, a request for a hearing must be submitted in writing to the chairperson of the Academic Appeals Committee. The hearing will be conducted on the Henderson County Campus and attended only by those persons authorized by the committee chairperson. Neither the student nor the college will have an attorney present. This appeals process does not include appeals for forced withdrawal from developmental courses.

The committee will decide whether the penalty or grade imposed in a particular case is justified, and either endorse it or recommend an alternate course of action to the Vice President for Instruction. It is expected that, except in unusual circumstances, the Vice President for Instruction will implement the recommendation of the committee.

The Academic Appeals Committee is a standing committee of the College. For each hearing the membership of the Committee is composed of a chairperson, who does not vote unless there is a tie, three faculty/staff members appointed by the President, one member of the administrative staff appointed by the President, and three students selected by the chairperson of the Academic Appeals Committee. Decisions are made by majority vote. The chair notifies the student and college officials, in writing, of the decision reached by the Committee.