Student Organization Ethics Board: Frequently Asked Questions

What happens if my chapter receives a notice letter?

After your chapter has received a notice letter, you will have the opportunity to talk with the Student Organization Ethics Board Advisor and/or the Assistant Dean of Students/Director of Student Activities. You may review the report(s) prior to your conference by contacting the Ethics Board Advisor. You must make contact at least 24 hours in advance. The university may choose to call any individuals identified in the report as witnesses. After you have reviewed the incident information, you will be asked to write a report on the organization’s stance, claiming responsible or not responsible, and to outline the events of the incident.

In the notice letter you were given a time and date for your chapter to attend a conference. At the conference a decision about responsibility may be determined, and, if appropriate, an educational initiative and punitive sanction may be imposed. If you or a member of your organization fails to appear for the conference, the board may make a decision about the case based on the available information.

What are my rights and who do I talk to?

Your rights as a student organization can be found under the Disciplinary Procedures for Student Organizations document. The IUSA Department of Student Rights can advise you on your rights and responsibilities and attend your judicial conference with you. You can contact Student Rights at iusasr@indiana.edu or (812) 855-4872.

For individual rights questions you can contact the Office of Student Ethics and/or read through the Code of Student Rights, Responsibilities and Conduct.

What do I bring to a conference?

You may bring any materials that you have worked on with your organization’s advisors or headquarters and information about the incident. Also, bring a copy of the notice letter sent to your organization’s president and a copy of the Disciplinary Procedures for Student Organizations to follow along with charges and procedures.

The president of the organization may present witnesses on behalf of the organization to substantiate circumstances related to the incident. A list of witnesses to be presented by the organization must be received by Student Life and Learning no later than three (3) calendar days prior to the date of the ethics board conference.

The president may have an advisor or other counsel present; this may be a friend, parent, or attorney, but not a member of the Dean of Students’ staff. The advisor/counsel may advise the student, but may not present the case or address the presiding officer or ethics board chair. The advisor/counsel may not serve as a witness.
Disciplinary Procedures

The Disciplinary Procedures for Student Organizations includes all organizational charges that will appear in an organizational notice letter, due process guidelines, and appeal process information.

Ethics Conference

The conference will include the organization’s representatives, the student organization ethics board, and a presiding officer. In this conference there are two decisions to be made. First, if the organization is responsible or not responsible. Second, if the organization is responsible, a decision about the appropriate sanctions to be applied is made.

Appealing a Sanction

Please visit the Disciplinary Procedures for Student Organizations under the APPEAL section, pg. 9. Note the three main criteria before proceeding forward:

- The notice of appeal must be filed no later than seven (7) calendar days after the date of the written decision resulting from the ethics board conference.
- The Review Board will not accept additional evidence, but will consider only the record of the hearing by the Student Organization Ethics Board or presiding officer.
- That the organization requesting the appeal shall have the burden of proving that the decision of the Student Organization Ethics Board or presiding officer was not based on a preponderance of evidence or was substantially deficient in following due process guidelines.