

Global Projects Program Policies and Procedures

Off-Campus Residential Program Sites Hearing Procedure

Off-Campus Residential Program Sites Hearing Procedure

- A. Students at off-campus residential program sites accused of violating the WPI Code of Conduct or any IGSD policies and procedures shall be accorded an on-site hearing before a WPI representative designated by the Dean of Students Office in consultation with staff from the Interdisciplinary and Global Studies Division. The following guidelines will be applicable: The student will be informed of the complaint pending and the time, date and location of the hearing, in writing, at least two (2) business days prior to the hearing. This notice should include a description of the incident, and a reference to the section(s) of the code and/or policies allegedly violated. B. The hearing shall be conversational in nature and non-adversarial.
- C. Before the hearing, the student shall be given the opportunity to consult a member of the WPI community who can act as an advisor. This internal advisor may not ask, answer or be asked questions by any party to the hearing. The advisor for the complainant or the respondent may not also serve as a witness in the case. Persons from outside the immediate WPI community—such as lawyers, the public, the press, parents, and alumni—may not attend hearings.
- D. During the hearing, the WPI representative shall elaborate on the nature of the complaint and present any evidence or witnesses in support of that complaint.
- E. The student shall have an opportunity to respond to the complaint and present any evidence or witnesses in response to the complaint.
- F. The WPI representative must then consult with the Dean of Students Office and the staff in the Interdisciplinary and Global Studies Division to discuss the hearing, whether the student is responsible, and if so, determine appropriate sanction(s) for the offense(s). The WPI representative will make a determination of the student's responsibility for the complaint based on the preponderance of evidence.
- G. If the student is found responsible, the student's past record, if any, will be considered in sanctioning.
- H. All decisions shall be final and not subject to appeal on site. The decision may be appealed to the Judicial Appeals Board once the student has returned to the WPI campus. Appeals may be submitted in writing to the Judicial Appeals Board within five (5) business days of the formal decision. The appeal must be specific and contain a full description of the basis for the appeal. Grounds for an appeal must be based on one or more of the following criteria:
1. Failure to follow the procedures outlined in the Student Planner and Resource Guide;
 2. Inappropriate gravity of the sanction in relationship to the offense;
 3. That no reasonable judicial officer could conclude, on the basis of the evidence presented, that a proper decision was rendered.
- The appeal will not be reviewed until after the start of the term following the off-campus project experience when all parties involved have returned to the WPI campus.
- I. If the Dean of Students Office and the staff in the Interdisciplinary and Global Studies Division, in consultation with the on-site representative, determines that continued presence at the project center by the student would disrupt the academic program, or constitute a danger to the safety of persons or property on the premises of the project center, a recommendation for interim suspension may be made to the vice president of student affairs or designee.

Administrative Agreement at Off-Campus Program Sites

Students at off-campus residential program sites who accept responsibility for the complaint against them may choose, with the agreement of the university and/or complainant, to waive their right to the informal hearing procedure and instead accept a sanction imposed by the university. The WPI representative must communicate with the Dean of Students Office and the director of global operations, (who will jointly develop the administrative agreement) before taking action. **Note:** WPI's Academic Honesty Policy and the procedures described therein also apply to the off-campus residential programs.