**THE STUDENT HEARING PROCESS FLOWCHART**

**PHASE 1: Pre-Hearing**

- **Report received** (e.g. RLL, UPD, TAMUC employees, other agencies, etc.)

- **Are there alleged violations?**
  - **No**
    - Move to resolution (e.g. information-only report or informal conversation)
  - **Yes**
    - **Are interim actions needed?** (e.g. removal from campus, room relocation, etc.)
      - **BSA Referral**
      - **Yes**
        - Move to adjudication (some cases are referred to Civil Rights)
        - Actions will be imposed by the SRR, then moved to adjudication
        - **How will the case be adjudicated?**
          - **Administrative hearing**
          - **University Hearing Board**
      - **No**
        - **BSA Referral**

**PHASE 2: The Hearing**

- **Administrative hearing**
- **Receive notice of allegation**
- **Schedule meeting with the assigned hearing officer**
- **Meet with the hearing officer**
- **Decision rendered**
- **Outcome letter sent to the student**
- **Student may appeal** (Only sanctions of conduct probation, suspension, or expulsion may be appealed)

- **University Hearing Board**
- **Receive notice of allegations BSCA Referral**
- **Student completes hearing checklist**
- **Schedule pre-hearing meeting with SRR rep**
- **Receive notice of meeting with UHB members**
- **Meeting with the UHB**
- **Decision rendered**
- **Outcome letter sent to the student**
- **Student may appeal** (Only sanctions of conduct probation, suspension, or expulsion may be appealed)
PHASE 3: First Appeal
- Eligible for appeal
  - BSCA Referral
- Student submits appeal
- UAB determines if there are grounds for an appeal
  - Yes: Grounds for appeal were met in the first appeal and the sanction imposed is suspension/expulsion
    - Student submits appeal to DOS
    - DOS reviews appeal and case history
    - DOS renders a final decision
  - No: Grounds for appeal were not met in the first appeal or the sanction imposed is conduct probation or lower
    - DOS reviews appeal and case history
    - DOS renders a final decision
- Outcome letter sent to the student

PHASE 4: Second Appeal
- Does the student have the right to a second appeal?
  - Yes: Grounds for appeal were met in the first appeal and the sanction imposed is suspension/expulsion
    - Student submits appeal to DOS
    - DOS reviews appeal and case history
    - DOS renders a final decision
    - Outcome letter sent to the student
  - No: Initial findings/sanctions are upheld
    - DOS reviews appeal and case history
    - DOS renders a final decision
    - Outcome letter sent to the student

THE STUDENT HEARING PROCESS FLOWCHART

Office of Student Rights and Responsibilities

Located: Halladay Student Services, 201
Phone: 903.886.5195
tamuc.edu/Student_Guidebook/
Student_Guidebook.pdf

BSCA= Board of Student Conduct Advocates
DOS= Dean of Students
RLL= Residential Living and Learning
SRR= Student Rights and Responsibilities
UAB= University Appeals Board
UHB= University Hearing Board
UPD= University Police Department