

## PRE-HEARING STATEMENT OF PROCEDURAL RIGHTS

1. At least seventy-two (72) hours prior to the hearing the accused student is entitled to a written notification of the time and place of the hearing and of his rights as outlined below.
2. At least seventy-two (72) hours prior to the hearing the accused student is entitled to a written statement of the charges in sufficient detail as to enable the student to prepare a case, including how the alleged violation came to attention of the university.
3. All administrative hearings and hearings of judicial bodies will be closed, except to the accused, his/her advisor, the accuser, his/her advisor, the hearing officer, and members of the judicial board. Witnesses may also appear upon request of the hearing officer, the judicial board, the accused, or the accuser.
4. In hearings involving more than one accused student, the chairperson of the judicial body, in his or her discretion, may permit the hearings concerning each student to be conducted separately.
5. In cases heard by a judicial board, the accused student may question the ability of a judicial member to render an impartial judgment and may request the member's removal at that time. The judicial board will rule upon the request. If any members of a judicial board feel that their relationship with either the case or the individuals involved would affect their ability to render an impartial judgment, they may disqualify themselves.
6. The complainant and the accused have the right to be assisted by any advisor they choose, at their own expense. The advisor may be an attorney. The accused is responsible for presenting his or her own case and advisors are not permitted to speak or to participate directly in any hearing before a judicial body.
7. The university, the accused, and the judicial body shall have the privilege of presenting witnesses, subject to the right of questioning by the judicial body.
8. Pertinent records, exhibits and written statements may be accepted as evidence for consideration by a judicial body at the discretion of the chairperson.
9. The accused student is entitled to ask questions of the hearing officer, of the judicial board, and of any witnesses called before the administrative or judicial hearing.
10. The student shall be notified in writing within five (5) days of the judicial body's decision. Every attempt will be made to verbally notify the student of the decision prior to the five-day period. In cases involving alleged sexual assault, both the accused and accuser shall be notified in writing within five (5) days of the judicial body's decision.
11. There shall be a single record, such as minutes or a tape recording, of all hearings before a judicial body. The record shall be the property of the university.