

LEAD the PACK

Student Justice Board: Member Description

The Student Justice Board (SJB)...

1. Was developed to allow a peer-level hearing body that is aware and sensitive to the University's disciplinary philosophy, the needs of the community, and individuals' personal responsibility within that community.
2. May hear all complaints of alleged violations from the beginning of the final fall student orientation session through the last day of spring classes.
3. Is convened when a student/organization is charged with *Code* violations that involve infractions impacting the quality of student life and holds these hearings to determine responsibility regarding the alleged violations.
4. May recommend appropriate sanctions consistent with the *Code of Conduct* and university policy and the offense under consideration. Recommendations are sent for review to the Chief Student Conduct Officers, or designee, who will make a final decision; sanctions are implemented pending the appeal process. All appeals of SJB decisions and/or sanctions will be heard by the Chief Student Conduct Officer, or designee.
5. Consists of 10 members and is advised by the Assistant Director for Residential Community Standards. Members are selected via an application and interview process in the fall semester. All appointments are for one academic year without term limits. All approved nominees are then vetted through the Office of Student Conduct.
6. Shall make suggestions for modifications to both policy and sanctions to the appropriate jurisdiction.

Code of Ethics

All appointments to a disciplinary board are subject to the conditions specified in the undermentioned Code of Ethics. All board members and hearing officers must follow a Code of Ethics, which states they must:

1. Be fair and impartial.
2. Cultivate a sensibility, which will result in an impartial outcome of the proceedings.
3. Commit to ensuring that the intent and meaning of the Code of Conduct will be carried out on all occasions.
4. Maintain confidentiality and privacy of all parties.
5. Recuse themselves before the commencement of a hearing if they are partial according to the definition in the Code of Conduct. The right to this privilege is absolute and may not be questioned.
6. Not be substituted once a hearing has started. Also, if a member is absent, they may not participate further in the deliberations of the board.
7. Serve on only one of the student conduct boards at a time, thereby ensuring there is no conflict of interest.

Terms of Appointment

1. Students appointed to the University disciplinary boards may not be found responsible in a conduct proceeding in the semester prior to appointment and must be in good standing with the University at the time of application and throughout the terms held.
2. Students must maintain a 2.75 GPA at the time of application and throughout the terms held.
3. All members must have sufficient time to responsibly perform as a representative.
4. All members are to be mature and fair-minded.
5. All members are not to be prejudiced either for or against persons or University policy.
6. All members must be familiar with the University and its procedures.
7. All members must participate in and comply with annual trainings.
8. All members may make suggestions for modifications to both policy and sanctions to the appropriate jurisdiction.
9. All members must vote yes or no on all motions.
10. The Student Justice Board will have a schedule determined prior to the start of the academic year. All board hearings will be set according to this schedule, which is subject to change.

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Desired Qualifications

1. Effective written and verbal communication skills
2. Aptitude in applying critical thinking skills when information is incomplete and/or ambiguous
3. Commitment to Loyola's mission of providing a liberal arts education grounded in the Jesuit tradition
4. Ability to work and interact as a member of diverse, multi-cultural work groups and communities

Essential Duties

1. Model positive behavior and respect for University policy and all applicable local, state and federal laws during complete duration of employment.
2. Report all policy infractions to the appropriate departments.
3. Be familiar with all applicable University and Residential Life Polices as outlined in the Student Code of Conduct.
4. Demonstrate knowledge of campus resources and make referrals as appropriate.
5. Be available for the following tentatively scheduled hearing dates from 12:30-2:00pm in Learn Lab, Second Floor of Danna Student Center and be willing to commit to other irregularly schedule hearings, should the need arise in special circumstances. You will not be expected to attend all of these hearings, only those to which you are called and available; however, we do expect all members to participate equally in the hearing schedule.