



**STUDENT CONDUCT &
ETHICAL DEVELOPMENT
ANNUAL REPORT
2023-2024**



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Mission

Student Conduct and Ethical Development promotes fairness and consistency in the administration of the student conduct process while supporting a safe and inclusive living and learning environment. Student Conduct and Ethical Development commits to the principles of empathy, ethics, equity, integrity, and respect.

Philosophy

The Student Conduct process at San José State University (SJSU) is intended to support the mission of the institution through educating students about the behaviors that contribute to fostering a community where personal and academic success can occur. SJSU is committed to maintaining a safe, healthy living and learning environment for students, faculty, and staff. Students are expected to make everyday actions that embody the Student Conduct & Ethical Development values of excellence, learning, integrity, community and civic engagement.

Students who engage with the Office of Student Conduct and Ethical Development at San José State University:

- Will be able to articulate SJSU's community expectations and standards of behavior that are contained in the Student Code of Conduct and the Academic Integrity policy.
- Will be able to reflect, understand, and explain how their actions impact their personal and educational goals.
- Will be able to reflect, understand, and explain how their actions impact SJSU and the larger community.
- Will be able to identify and articulate their personal values, and understand the role their values play in their decision-making.
- Will demonstrate an understanding of the role their values play in decision-making by developing action steps and strategies for the future.
- Will demonstrate their understanding of community expectations and standards of behavior, the impact of their actions on their personal and educational goals, as well as the SJSU and the larger community, by completing remedial and educational sanctions.

Our Team

Since Fall 2021, this team of four professionals has served campus in various roles within Student Conduct & Ethical Development



**Alexandra
Froehlich
Hankinson**

Director of Student Conduct
& Ethical Development

Associate Director of
Student Conduct & Ethical
Development

**Mira
Hutton**

**Alec
Mathews**

Associate Director of
Student Conduct & Ethical
Development

Assistant Director of
Student Conduct & Ethical
Development

**Jennifer
Angel**

**UHS
Conduct
Staff**

Non-Direct Reports
Collaborative Partners

2023-2024 Integrated Plan

Student Affairs departments created Integrated Plans to highlight their impact to campus. Student Conduct & Ethical Development focused on ensuring processes were fair & consistent through improving outreach, education, and clarification.

GOAL 1

To develop Students' commitment to, and understanding of, SJSU's community expectations and standards of behavior.



GOAL 2

To ensure the process is fair, equitable, consistent, and in accordance with the guidelines of 1098, Title IX, 17-5, other laws, FERPA, and Due process.

OUTCOME 1

Articulate and educate community on expectations, policies & procedures.



OUTCOME 2

Increase the number of confident, qualified & trained Hearing Officers.

OUTCOME 3

Equity focus on impacting referrals of cases.

METHOD 1

Track website and outreach efforts including events & flow charts.



METHOD 2

Increase and assess sanctions.

METHOD 3

Targeted outreach and training, including digital resources for Hearing Officers.

METHOD 4

Collaborate with stakeholders to identify circumstances of referrals.

The forthcoming annual report will detail the efforts initiated and the assessment conducted based on the aforementioned integrated plan. The collection of baseline data on website usage has been excluded. Additionally, during the 2023-2024 period, the office produced a video to explain the Student Conduct Process and collaborated with IT to refine the webpage language.

Overview

Student Conduct & Ethical Development (SCED) is tasked with overseeing and implementing CSU Executive Order 1098 at San José State University, in order to uphold the Student Code of Conduct, the Academic Integrity Policy, and the Student Organization Code of Conduct. We have 4 staff members in our office, as well as 2 additional staff members in university housing. Collectively we processed approximately 3,000 to 4,000 cases per academic year encompassing university housing - making us one of the largest conduct teams in the CSU system with one of the highest caseloads. In addition to managing our current caseload, we have a number of goals towards developing supportive and sustainable practices that allow us to ensure that our campus meets the requirements of CSU Executive Order 1098 in a way that works for our unique campus.



1

Student Conduct

Procedures that San José State University follows in student cases and informs students of their rights and responsibilities when they are alleged to have violated the Student Conduct Code.

2

Academic Integrity

Procedures that San José State University follows for cheating and plagiarism.

3

Student Organization Code of Conduct

Procedures that San José State University follows for student organization policy violations.

4

UHS Licensing Agreement Violations

Procedures that San José State University follows for students living in University Housing that violate their rules.

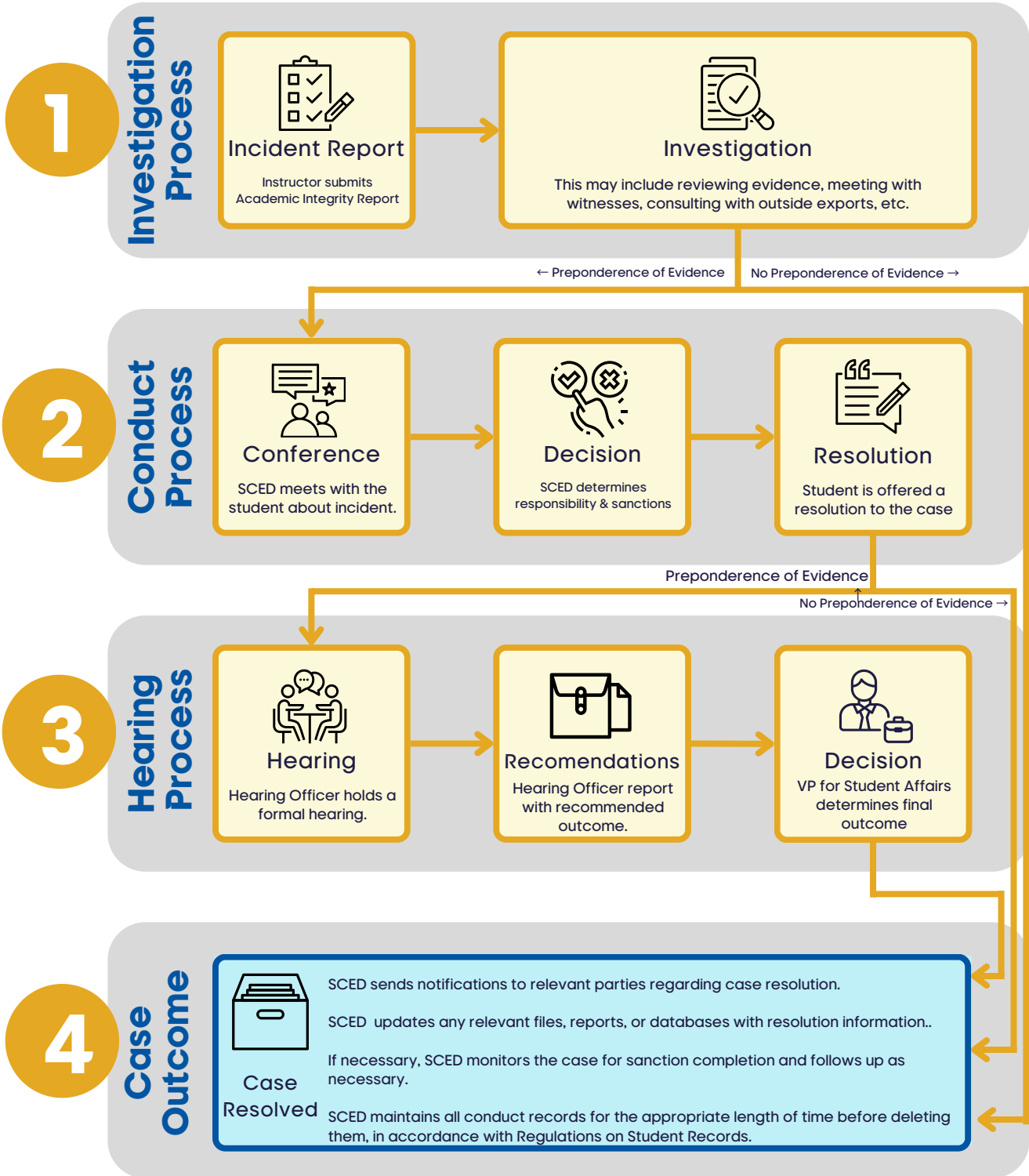
5

Nondiscrimination Policy Sanctions

Procedures that San José State University follows for sanctioning specifically for violations of the systemwide Nondiscrimination Policy.

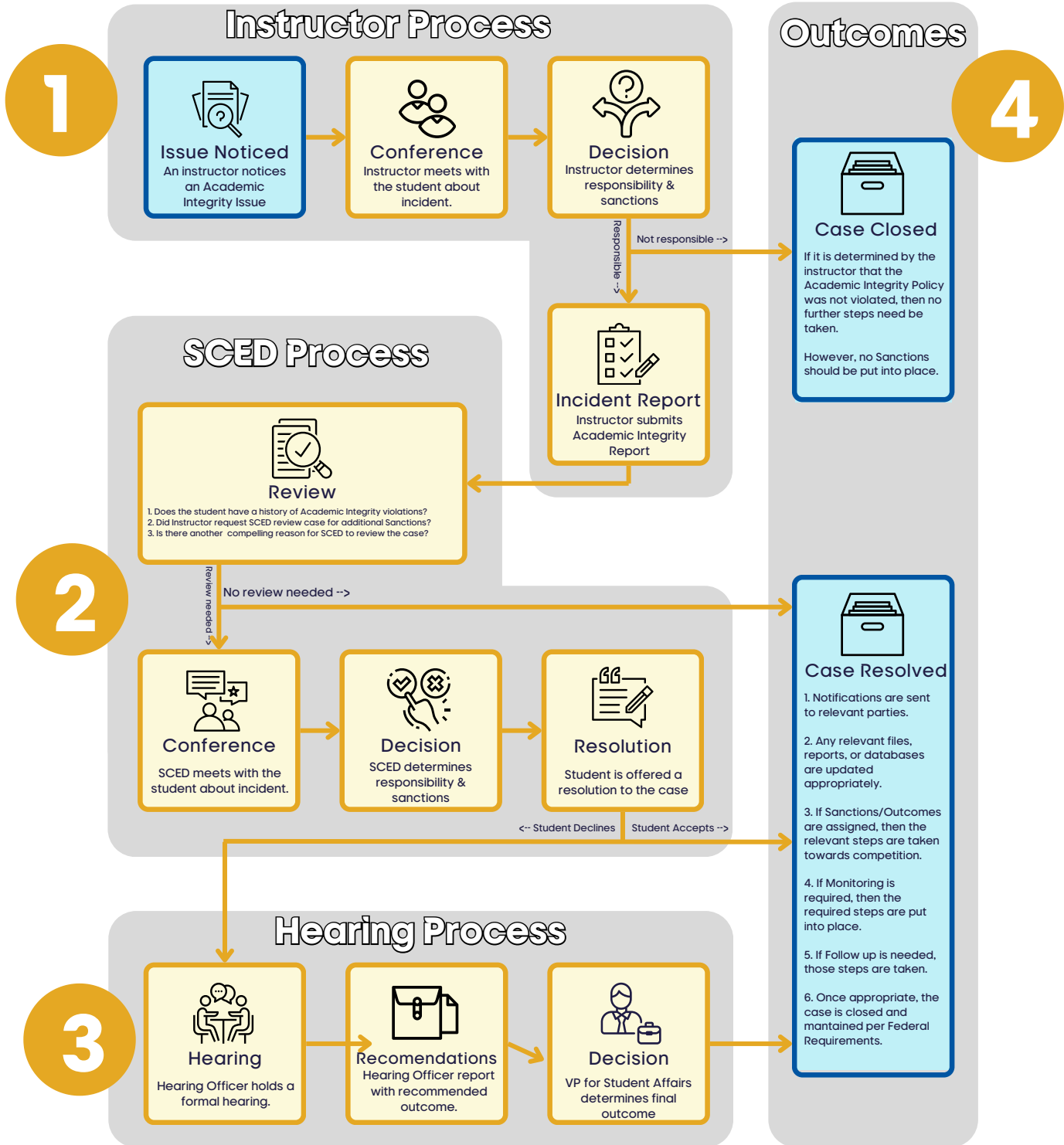
Student Conduct Policy

A helpful flowchart to the policy



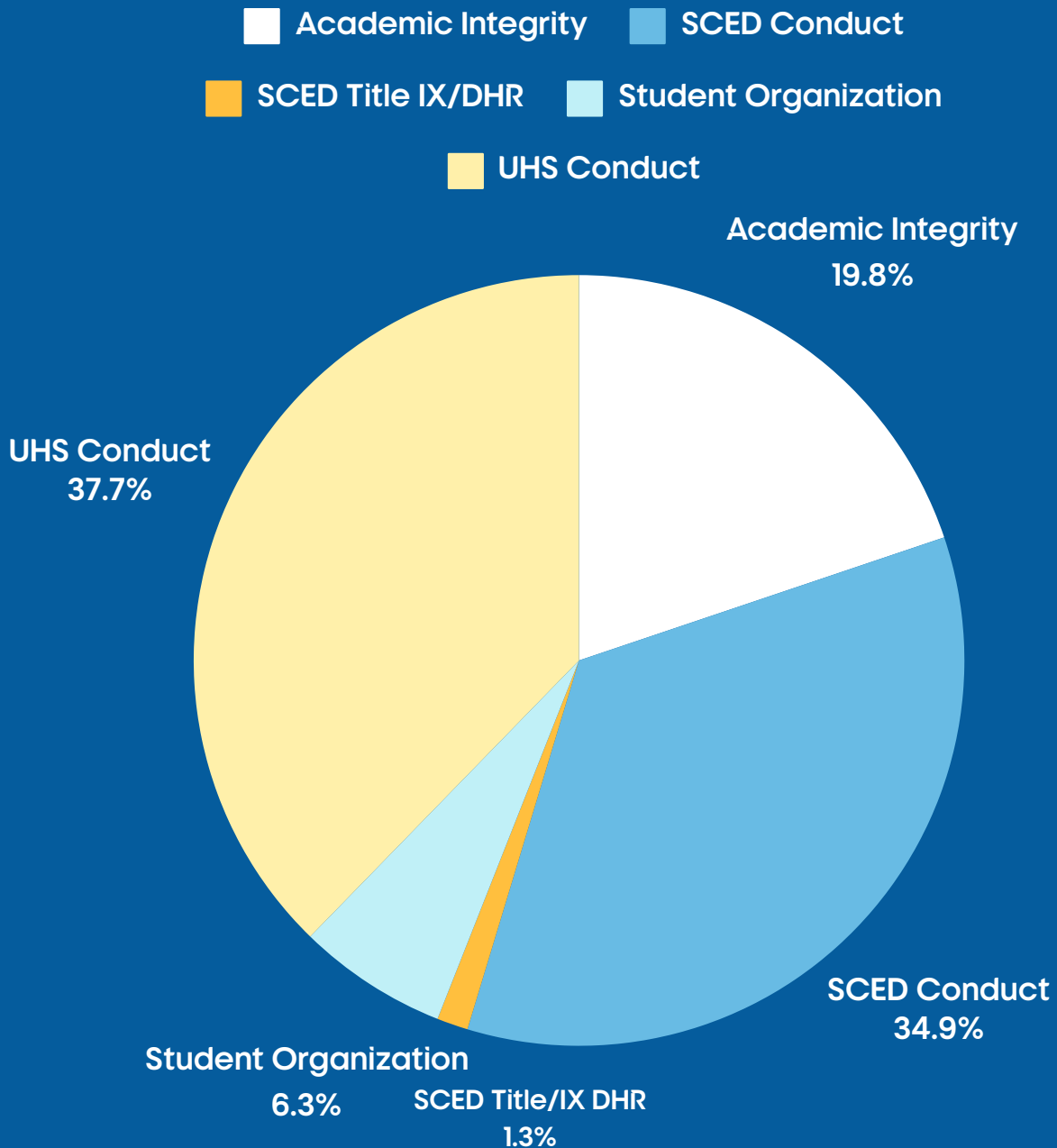
Academic Integrity Policy

A helpful flowchart to the policy



2023-2024 Year in Review

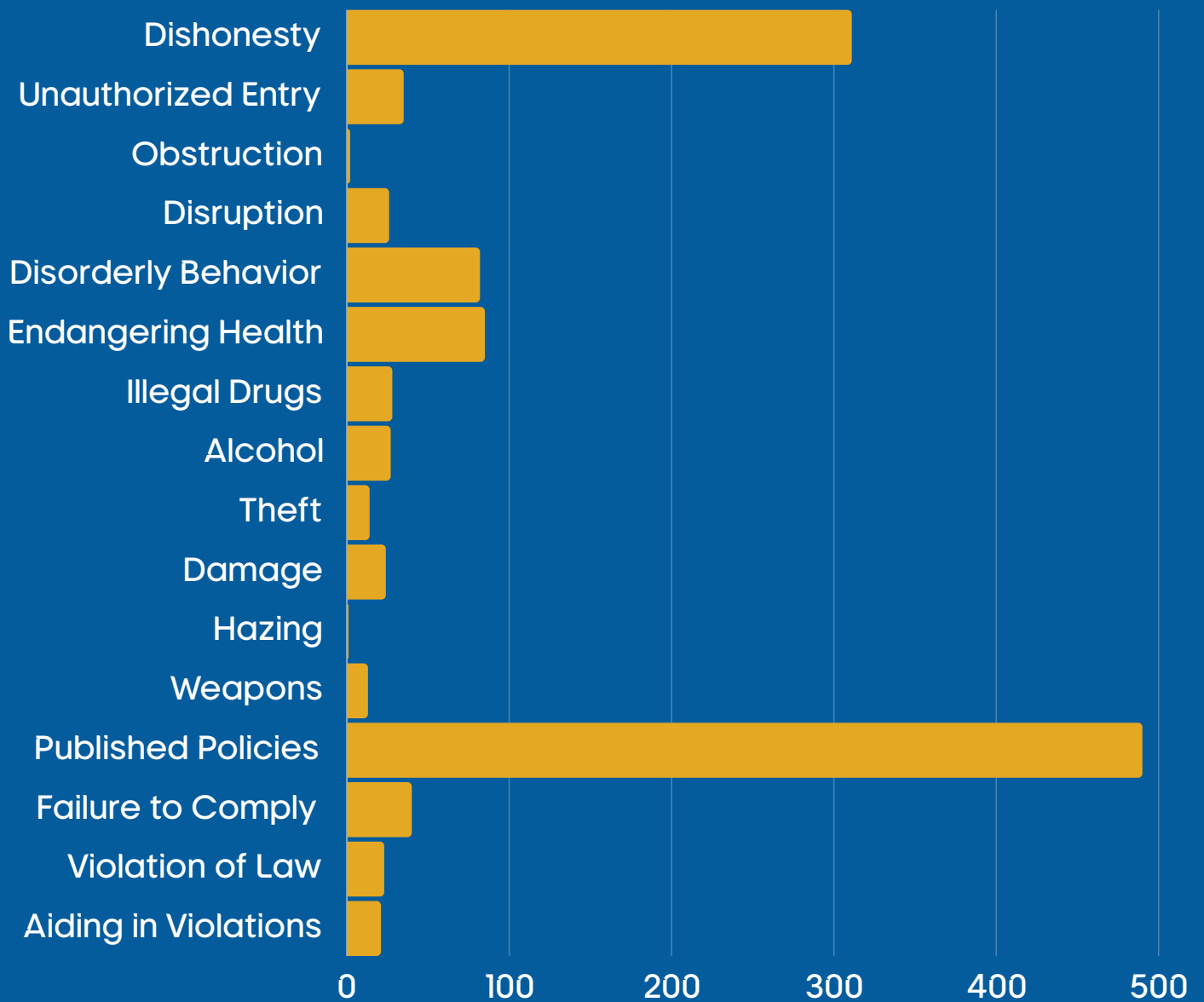
Each case is processed by a trained adjudicator through a transparent and fair process that focuses on developmental and educational conversations.



Student Code of Conduct Statistics

Charges

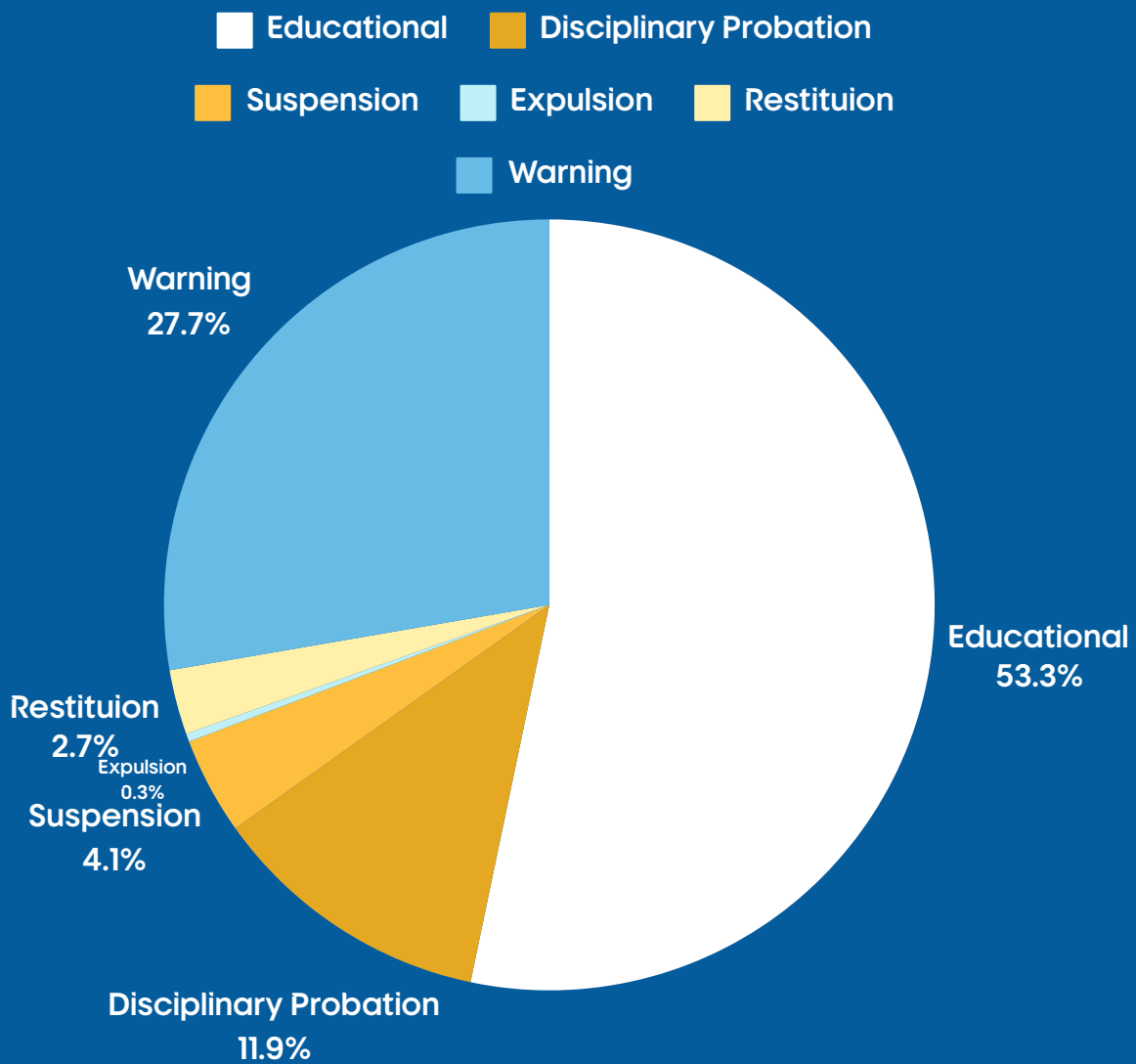
Student Conduct & Ethical Development follows the California Code of Regulations 41301, Standards for Student Conduct, and adjudicates cases to the 20 violations defined in this state law.



Student Code of Conduct Statistics

Sanction Data

A list of possible sanctions includes restitution; loss of financial aid; educational and remedial sanctions; denial of access to campus or persons; warning; disciplinary probation; suspension; and expulsion.



SCED by the Numbers



Recidivism

Academic Integrity Cases

- 18 students had 2 cases
- 2 students had 4 cases

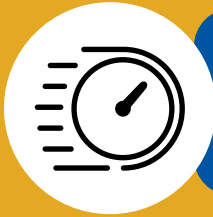
Student Conduct Cases

- 11 students had 2 cases
- 1 student had 3 cases



Hearings

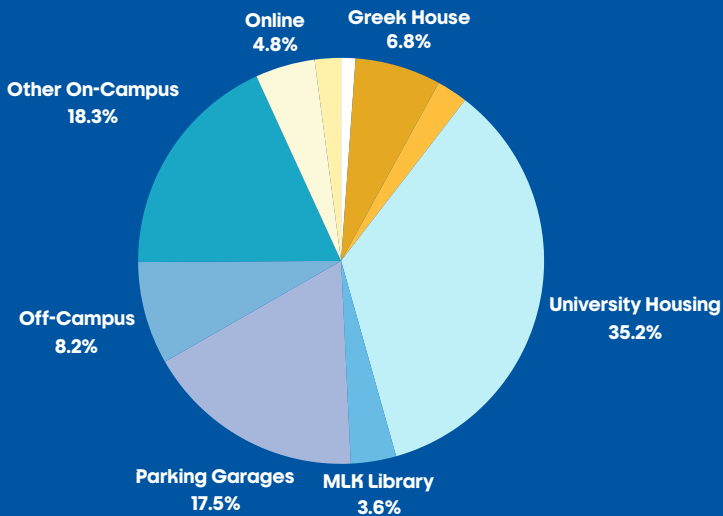
Interim Suspension - 8
 Emergency Removal - 4
 Hearing on Sanction - 12
 Hearing on Both - 23
 Title IX - 4



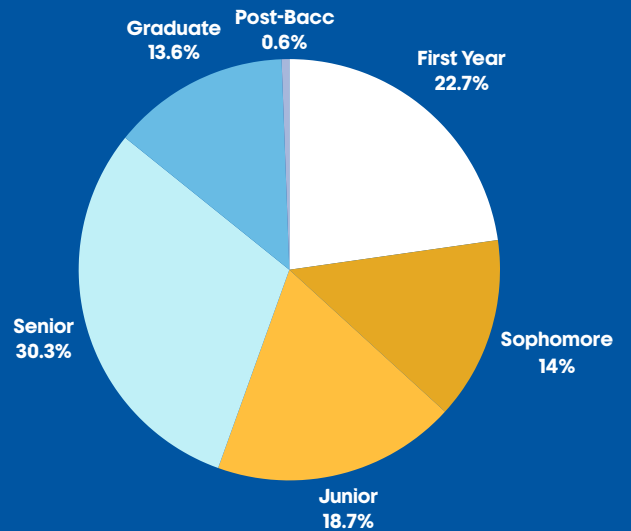
Interim Action

Interim Suspensions - 18
 Emergency Removals - 5

Incident Locations

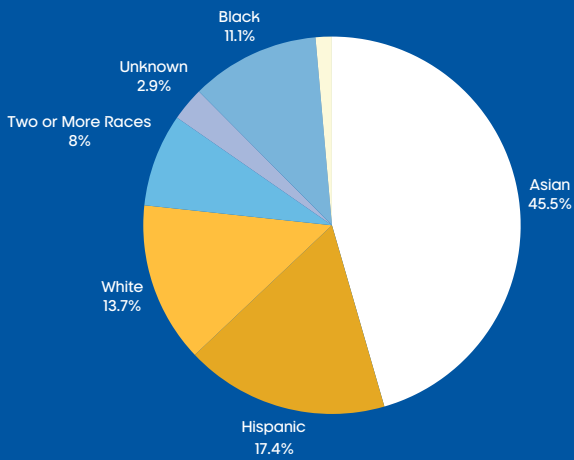


Class Standing

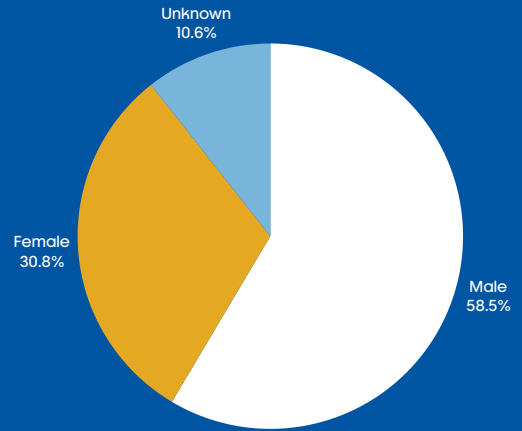


SCED by the Numbers

Ethnicity

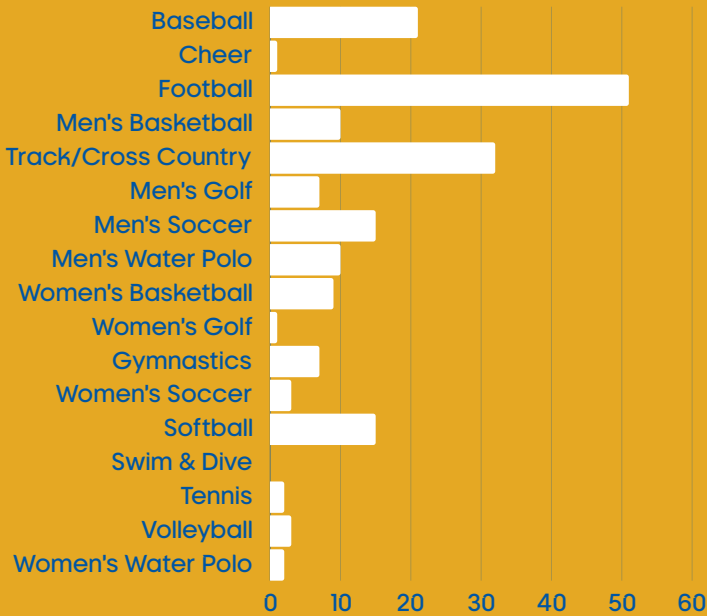


Gender

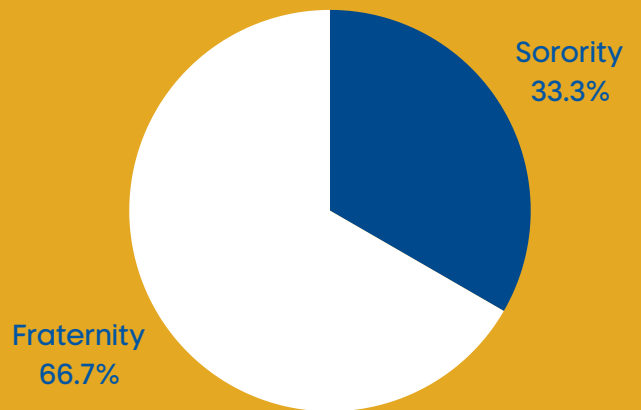


Campus Involvements

Athletics

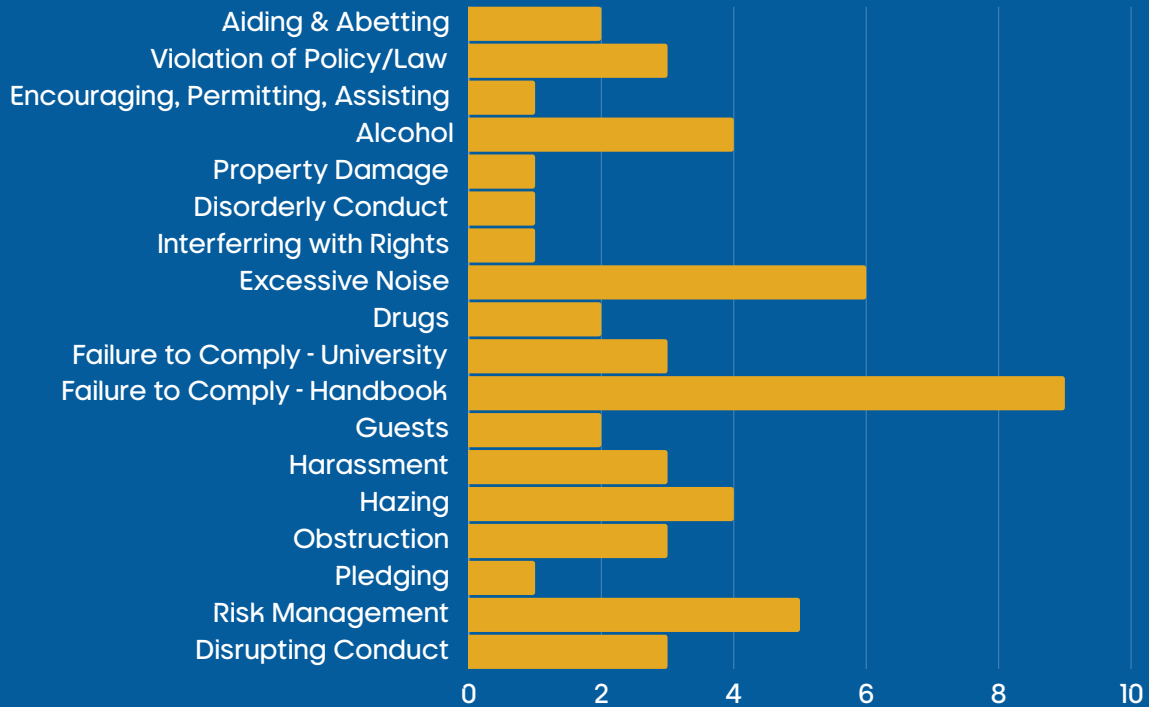


Fraternity/Sorority

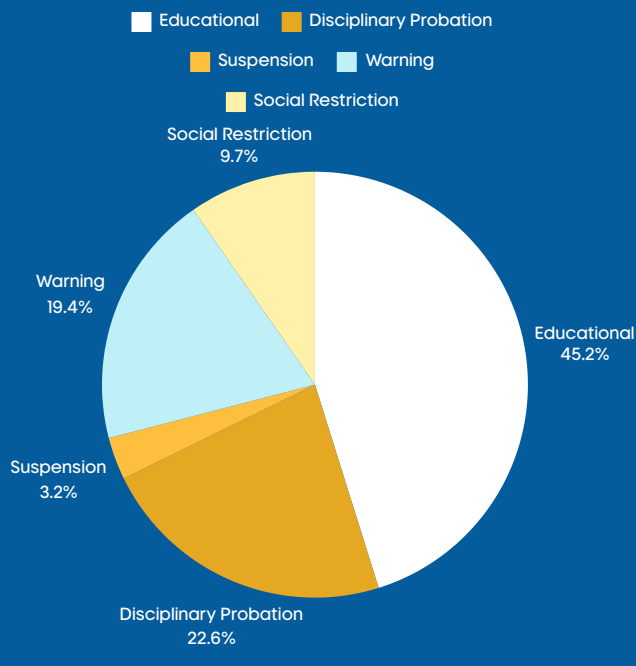


Student Organization

Conduct Charges



Sanctions



Academic Integrity

Student Conduct and Ethical Development received 409 Reports regarding violations of the Academic Integrity Policy for the 2023-2024 academic year. Figure 1 captures the total number of reports designated as cheating and plagiarized. Figure 2 captures the total number of reports submitted by each Academic College for the past two years.

Figure 1

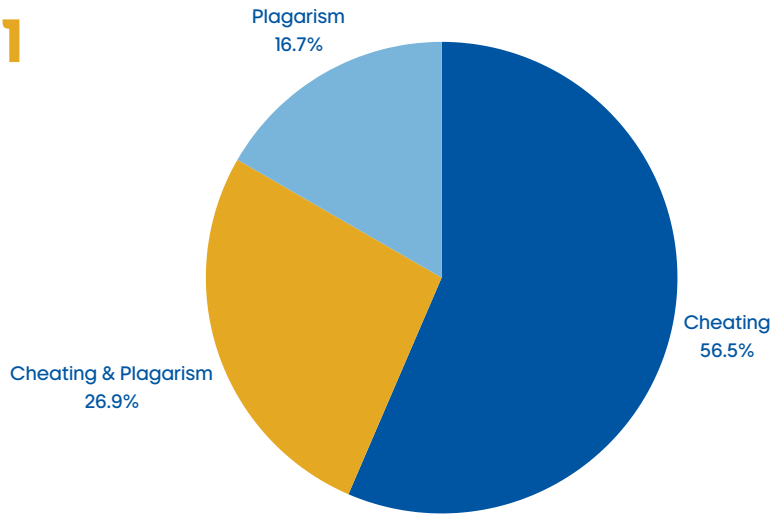
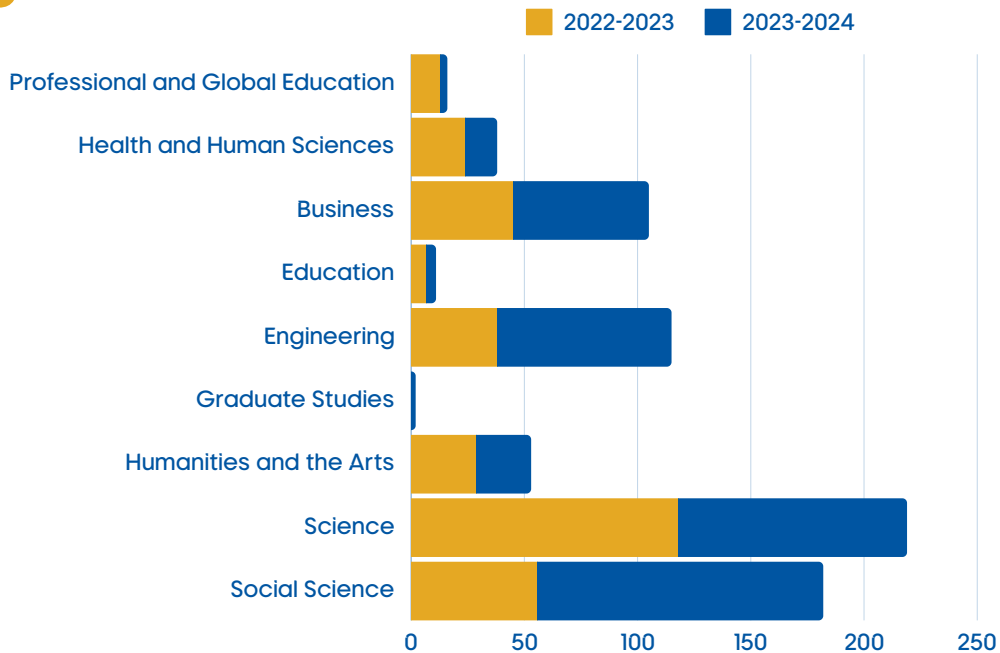


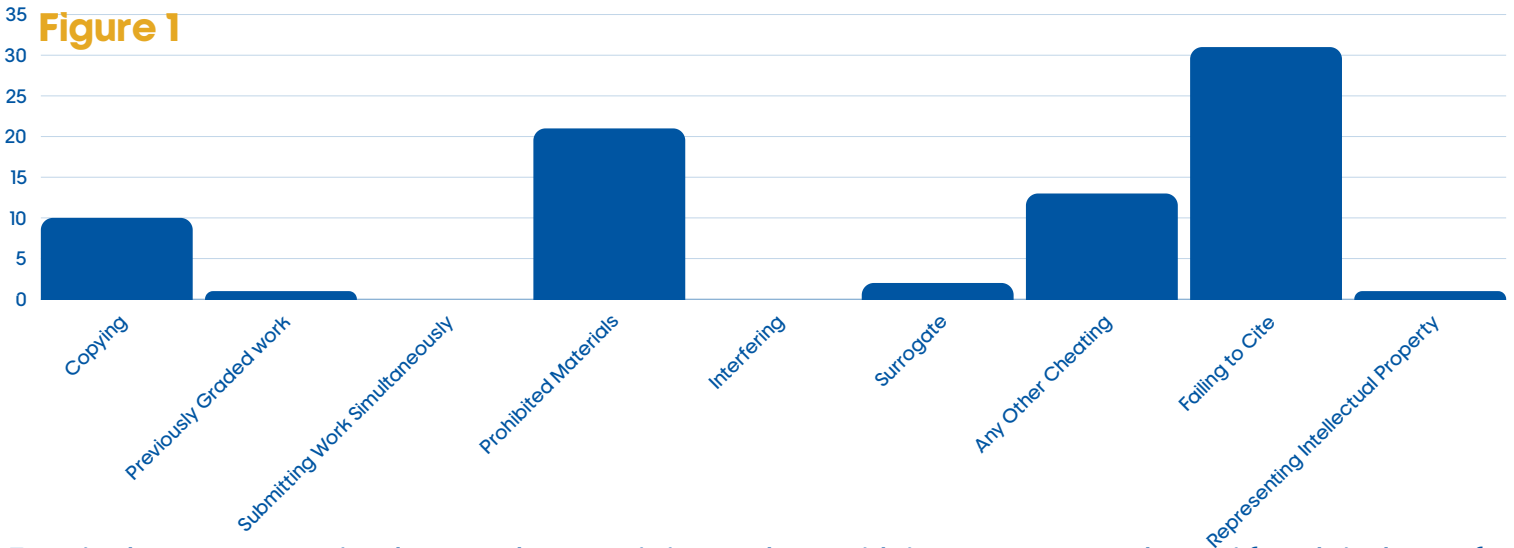
Figure 2



Academic Integrity

Lucas College and Graduate School of Business

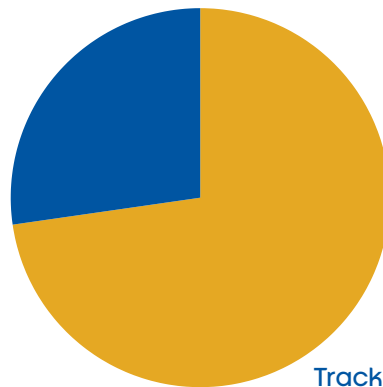
During the 2023-2024 academic year, 61 reports were filed regarding violations of the Academic Integrity Policy. A total of 28 reports were classified as cheating, 15 reports were classified as plagiarism, and 18 reports were classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.

Figure 2

Administrative Sanctions
27.3%



Tracking Purposes
72.7%

Academic Integrity

Lucas College and Graduate School of Business

Continued

Figure 3 - Academic Sanctions

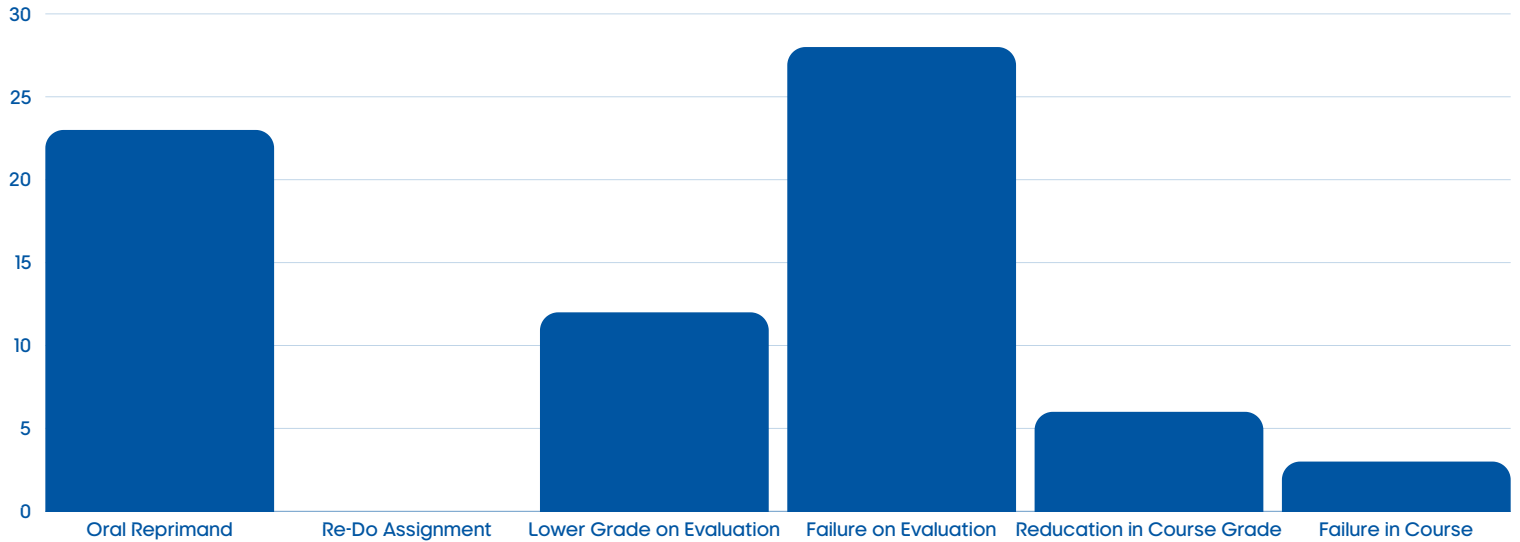
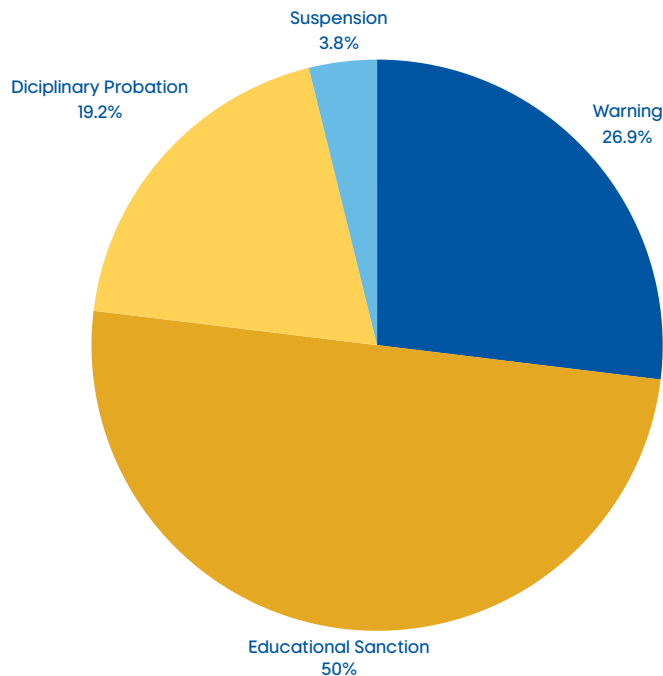


Figure 4 - Administrative Sanctions

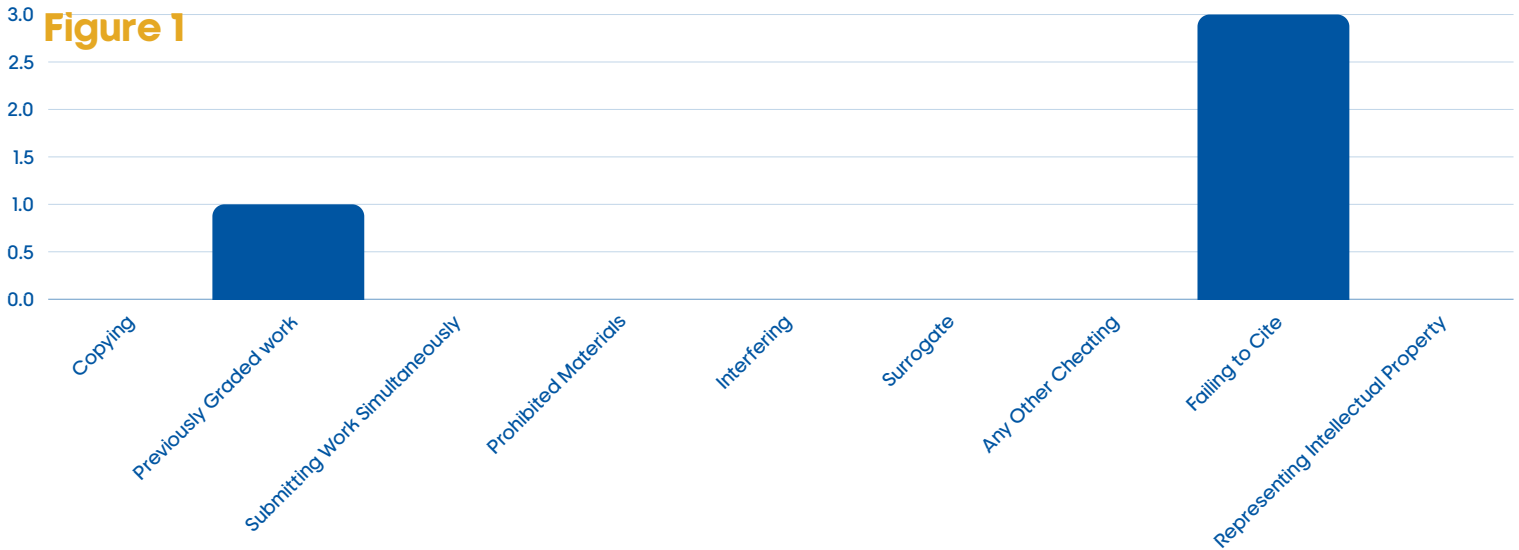


Academic Integrity

Connie L. Lurie

College of Education

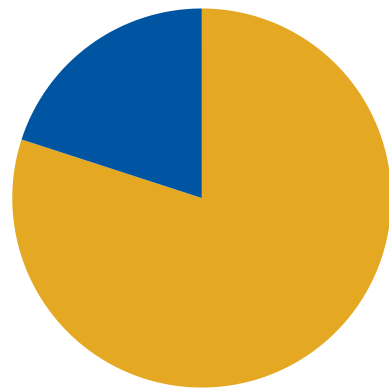
During the 2023-2024 academic year, 4 reports were filed regarding violations of the Academic Integrity Policy. A total of 1 report was classified as cheating, 3 reports were classified as plagiarism, and 0 reports were classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.

Figure 2

Administrative Sanctions
20%



Tracking Purposes
80%

Academic Integrity

Connie L. Lurie College of Education

Continued

Figure 3 - Academic Sanctions

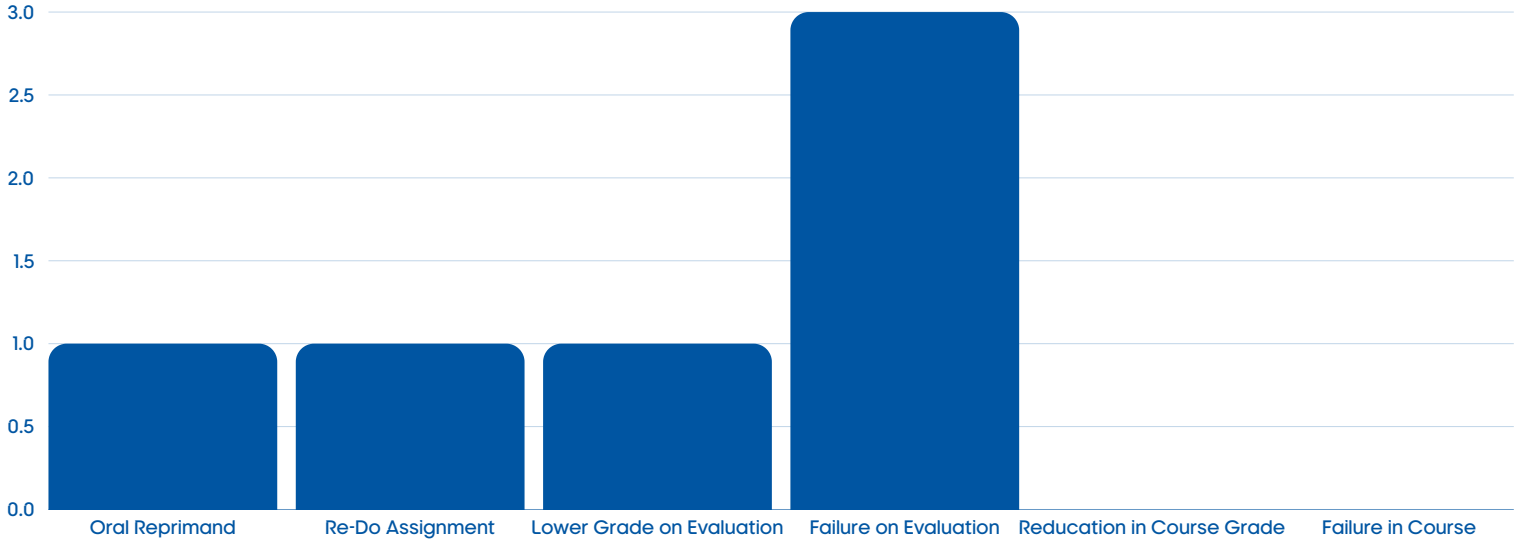
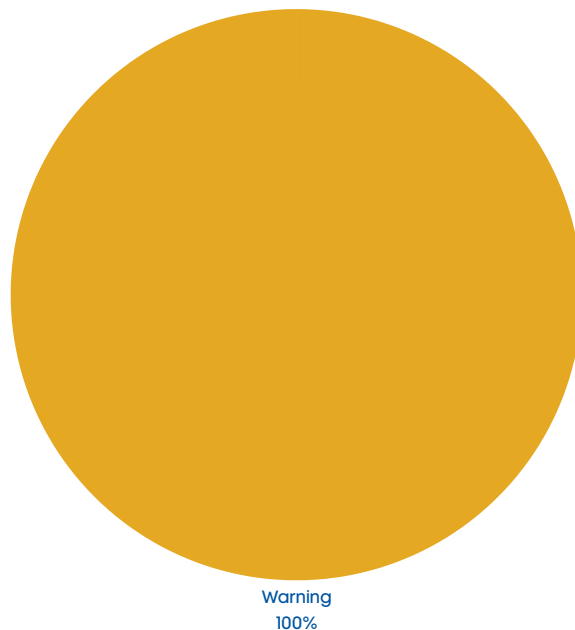


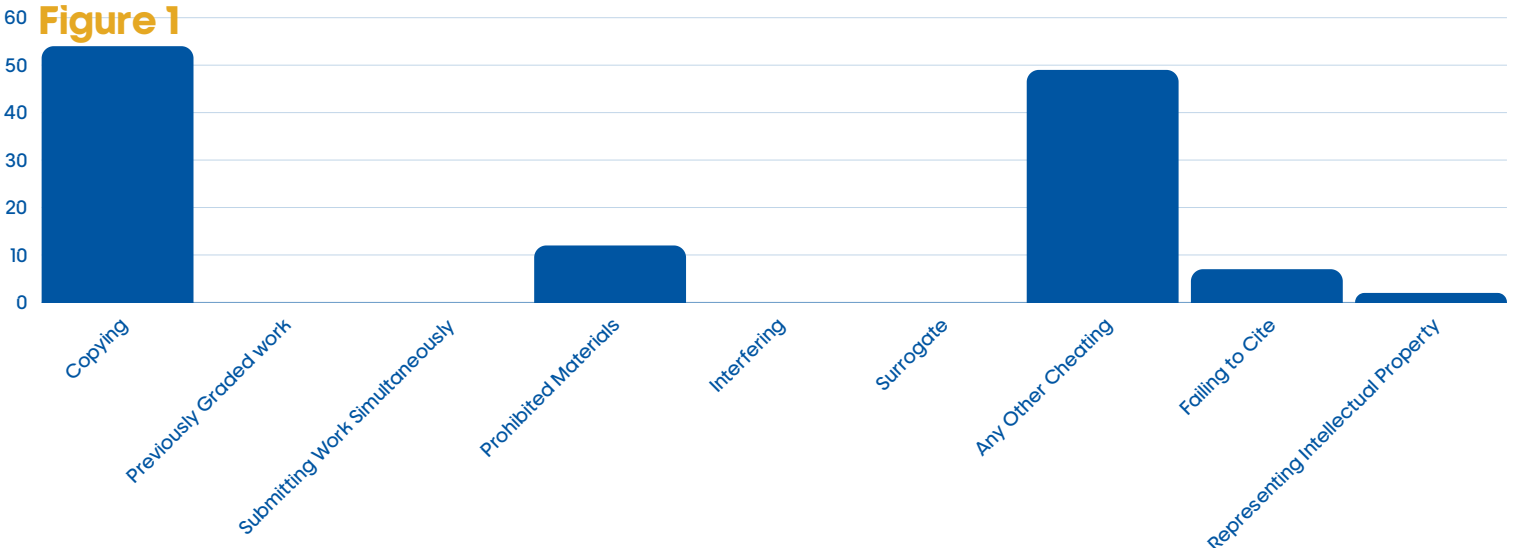
Figure 4 - Administrative Sanctions



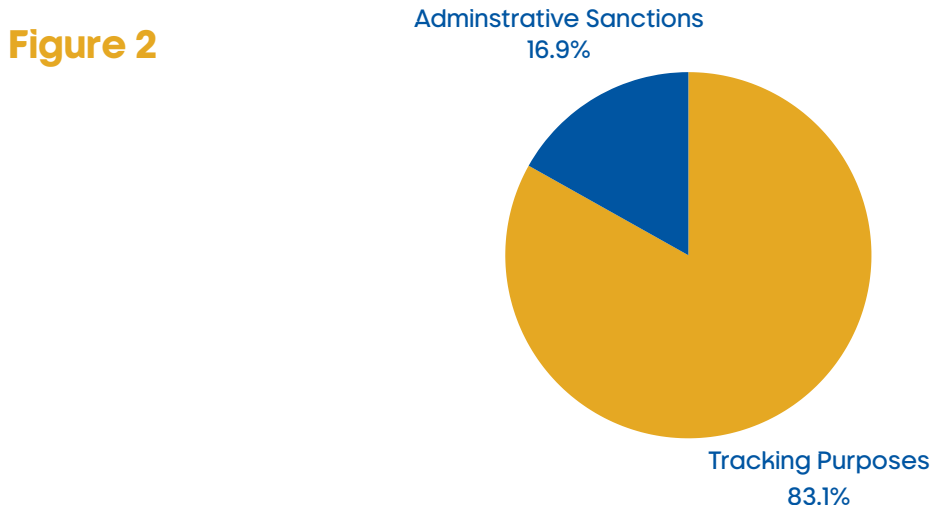
Academic Integrity

Charles W. Davidson College of Engineering

During the 2023-2024 academic year, 77 reports were filed regarding violations of the Academic Integrity Policy. A total of 68 reports were classified as cheating, 6 reports were classified as plagiarism, and 3 reports were classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.



Academic Integrity

Charles W. Davidson

College of Engineering

Continued

Figure 3 - Academic Sanctions

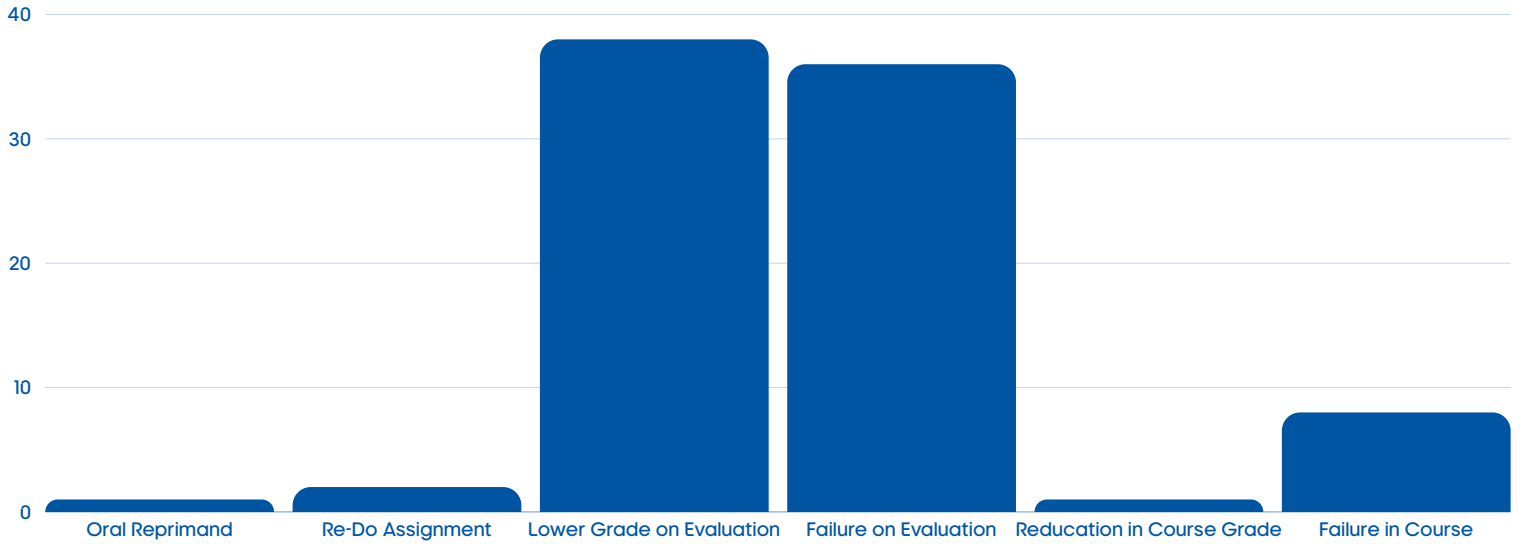
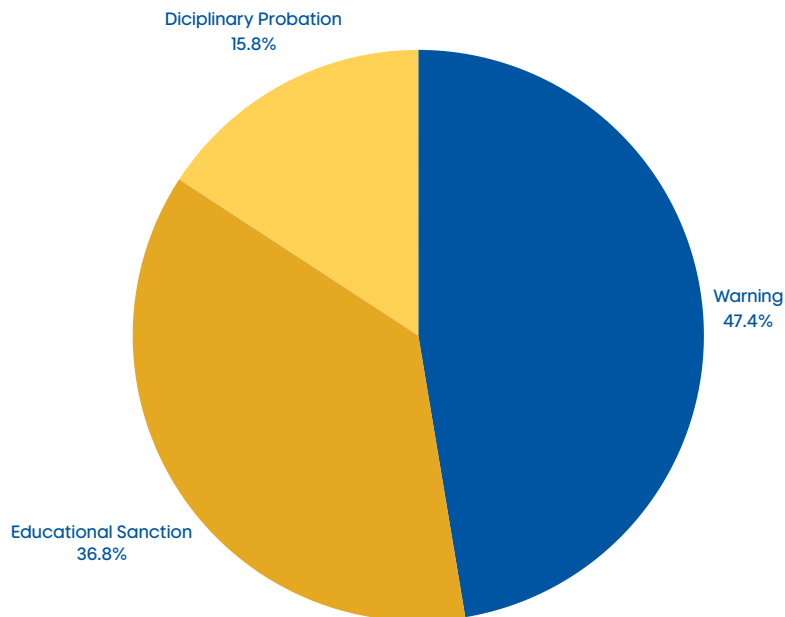


Figure 4 - Administrative Sanctions

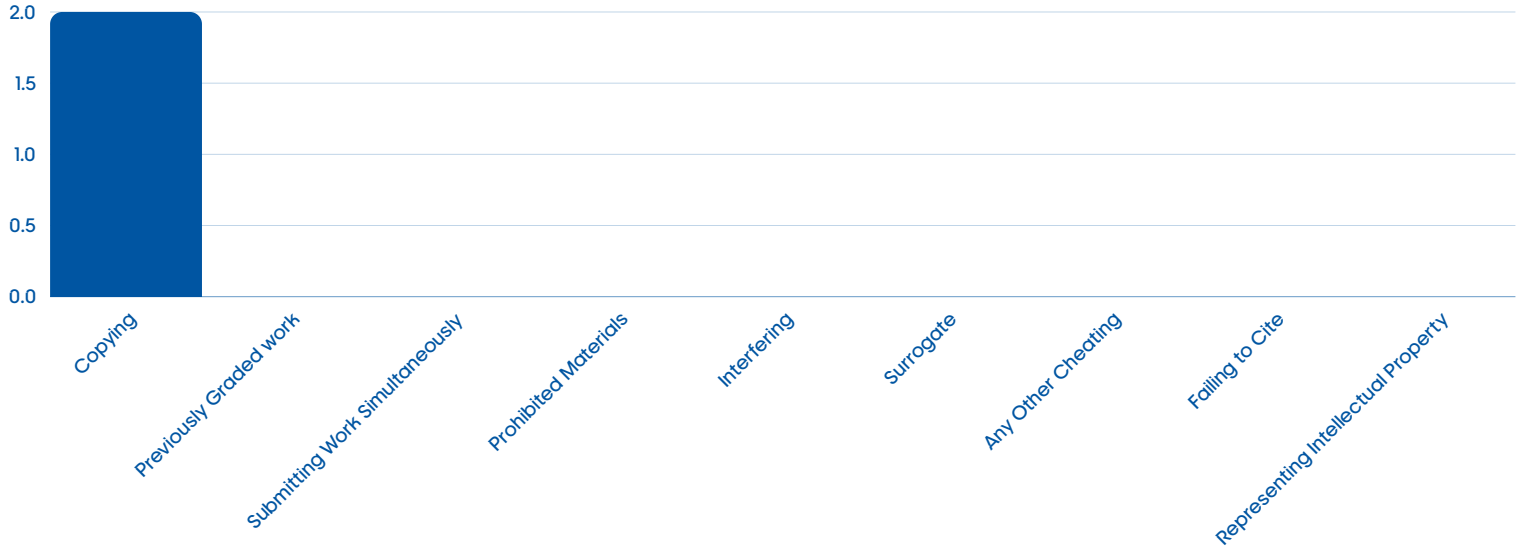


Academic Integrity

College of Graduate Studies

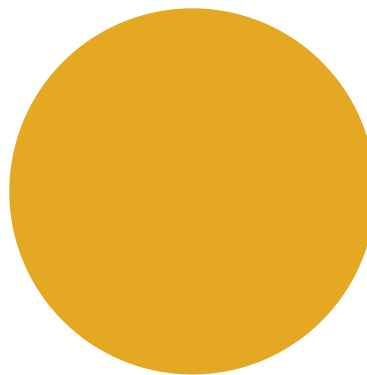
During the 2023-2024 academic year, 2 reports were filed regarding violations of the Academic Integrity Policy. A total of 2 reports were classified as cheating, 0 reports were classified as plagiarism, and 0 reports were classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.

Figure 1



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.

Figure 2



Tracking Purposes
100%

Academic Integrity

College of Graduate Studies

Continued



Figure 3 - Academic Sanctions

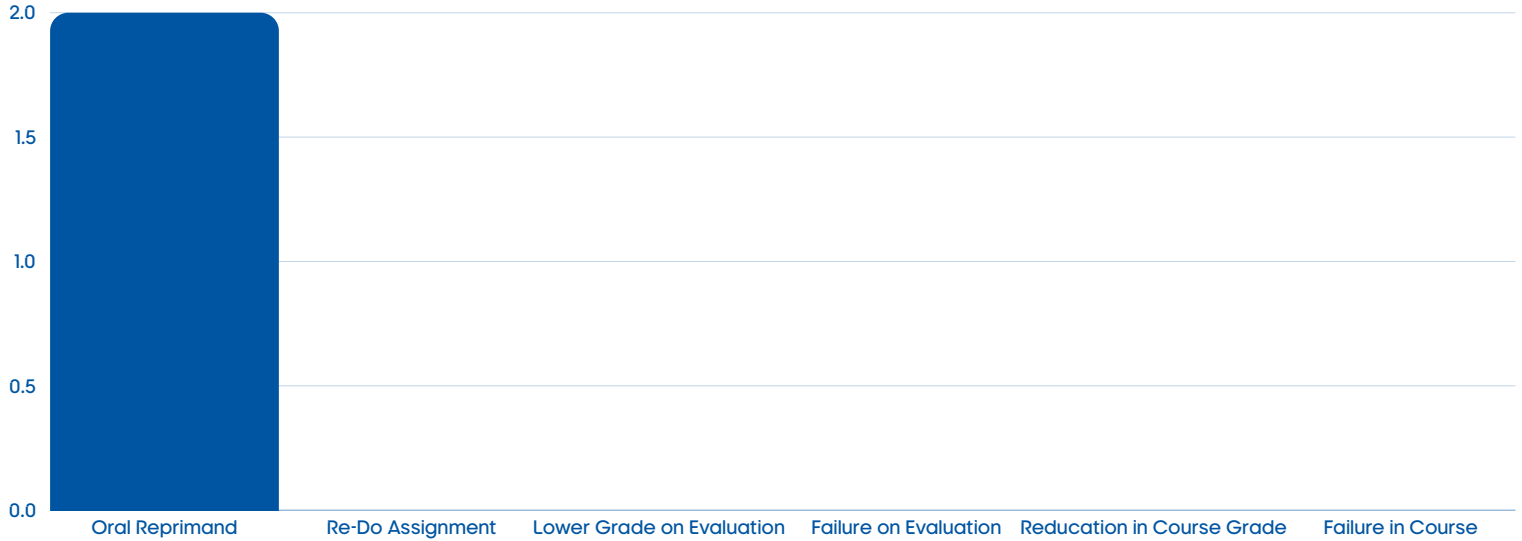


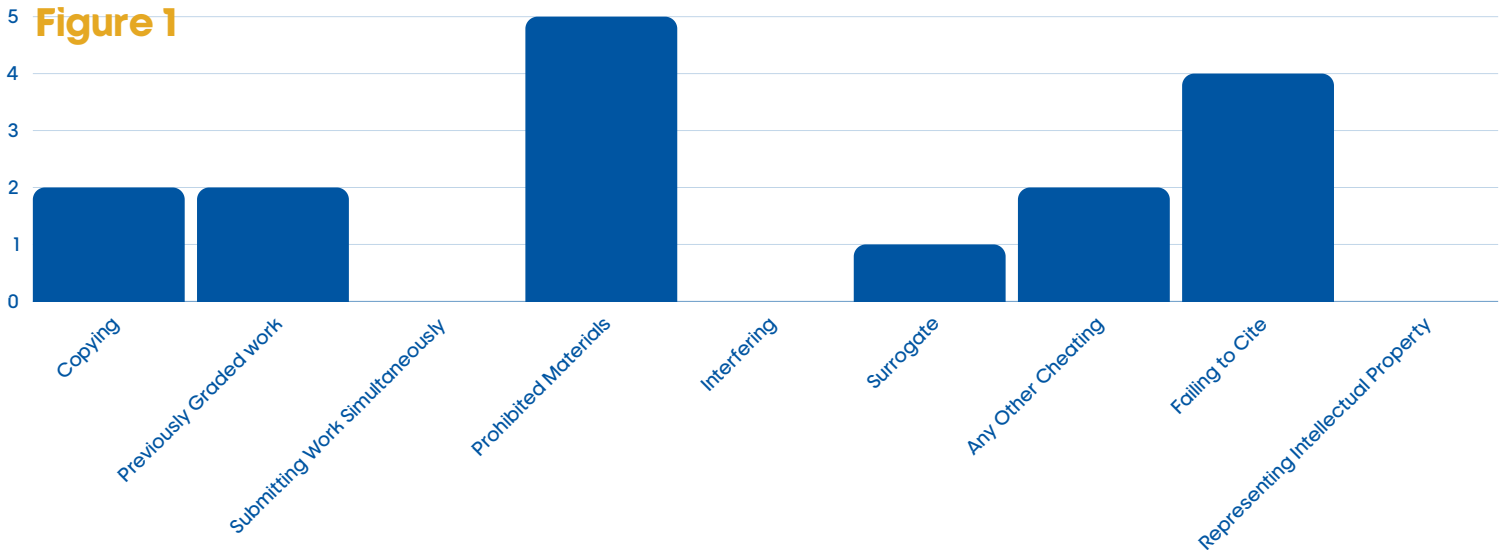
Figure 4 - Administrative Sanctions

None submitted to Student Conduct & Ethical Development for Administrative Sanctions.

Academic Integrity

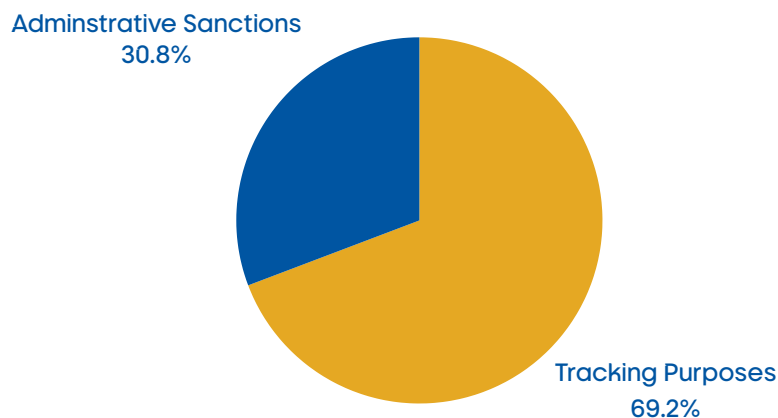
College of Health and Human Sciences

During the 2023-2024 academic year, 14 reports were filed regarding violations of the Academic Integrity Policy. A total of 9 reports were classified as cheating, 4 reports were classified as plagiarism, and 1 report was classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.

Figure 2



Academic Integrity

College of Health and Human Sciences

Continued

Figure 3 - Academic Sanctions

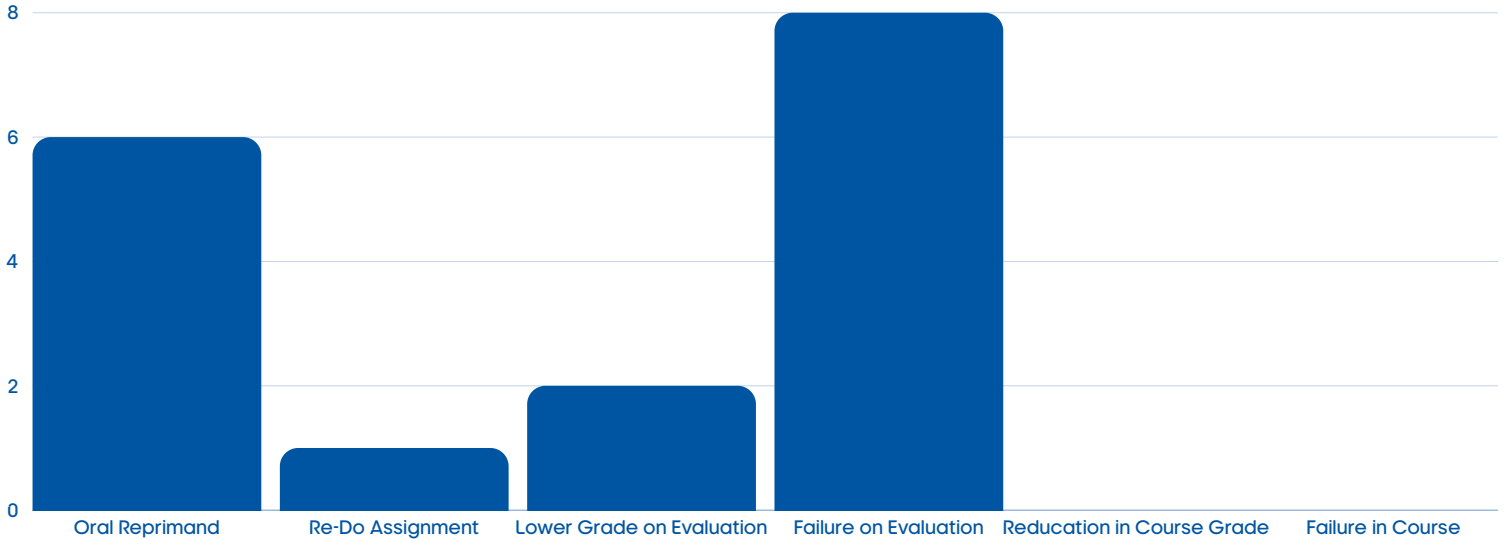
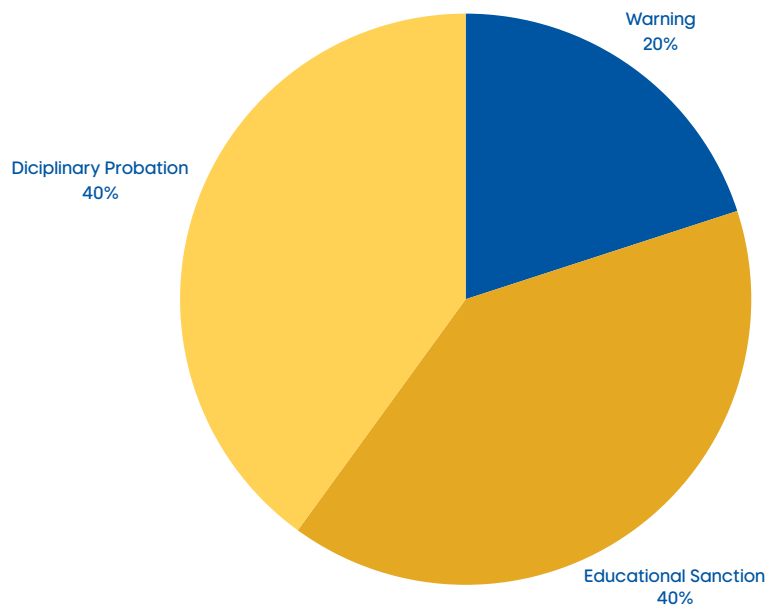


Figure 4 - Administrative Sanctions

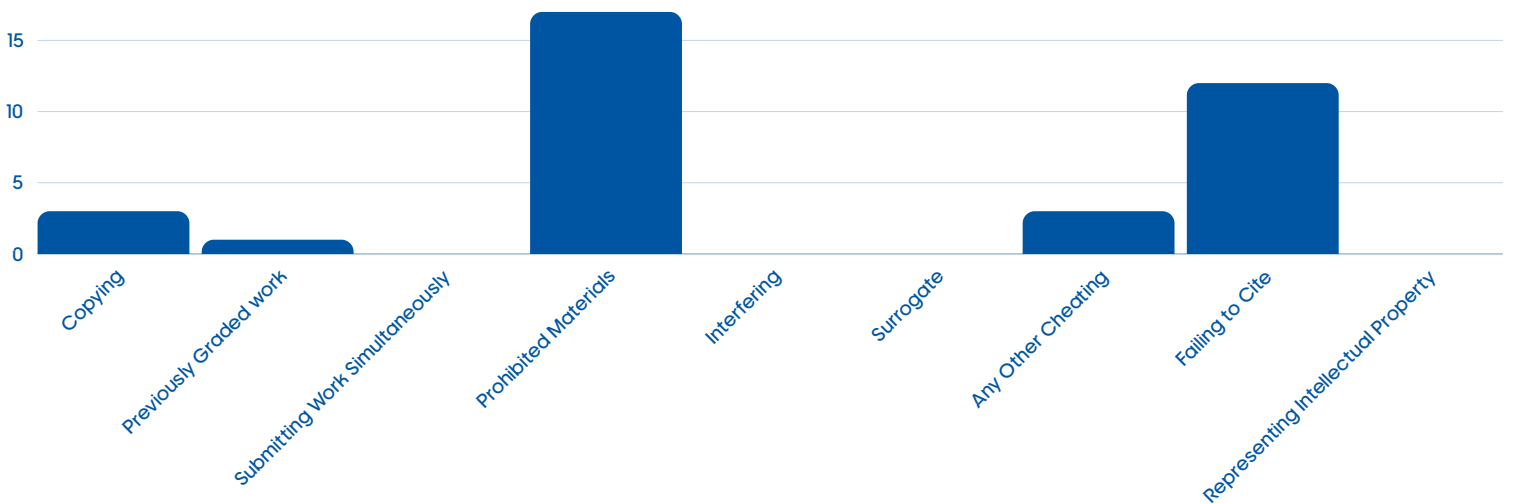


Academic Integrity

College of Humanities and the Arts

During the 2023-2024 academic year, 24 reports were filed regarding violations of the Academic Integrity Policy. A total of 12 reports were classified as cheating, 4 reports were classified as plagiarism, and 8 reports were classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.

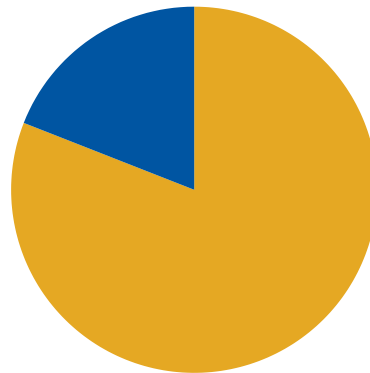
Figure 1



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.

Figure 2

Administrative Sanctions
19%



Tracking Purposes
81%

Academic Integrity

College of Humanities and the Arts

Continued

Figure 3 - Academic Sanctions

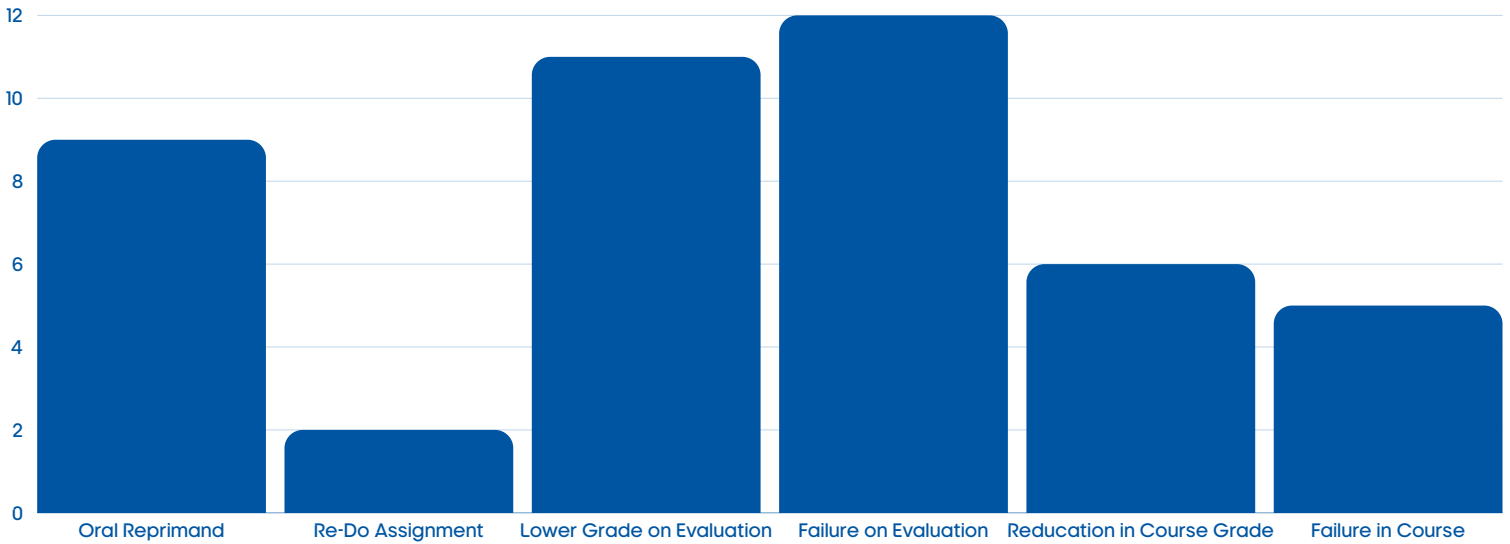
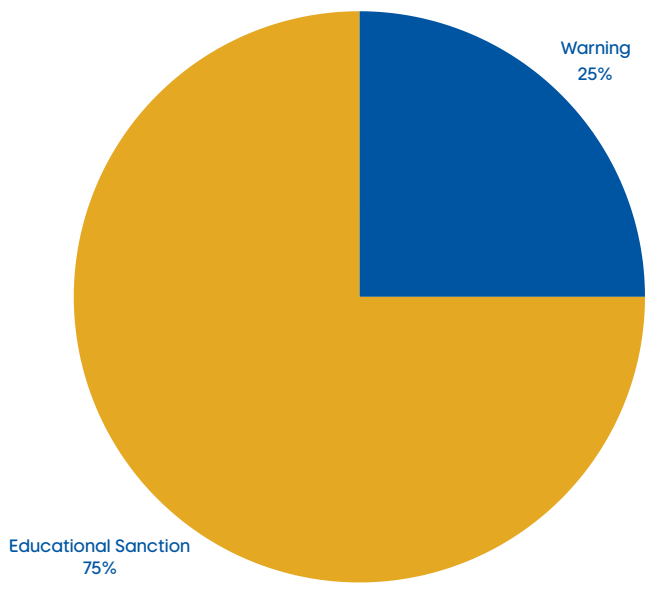


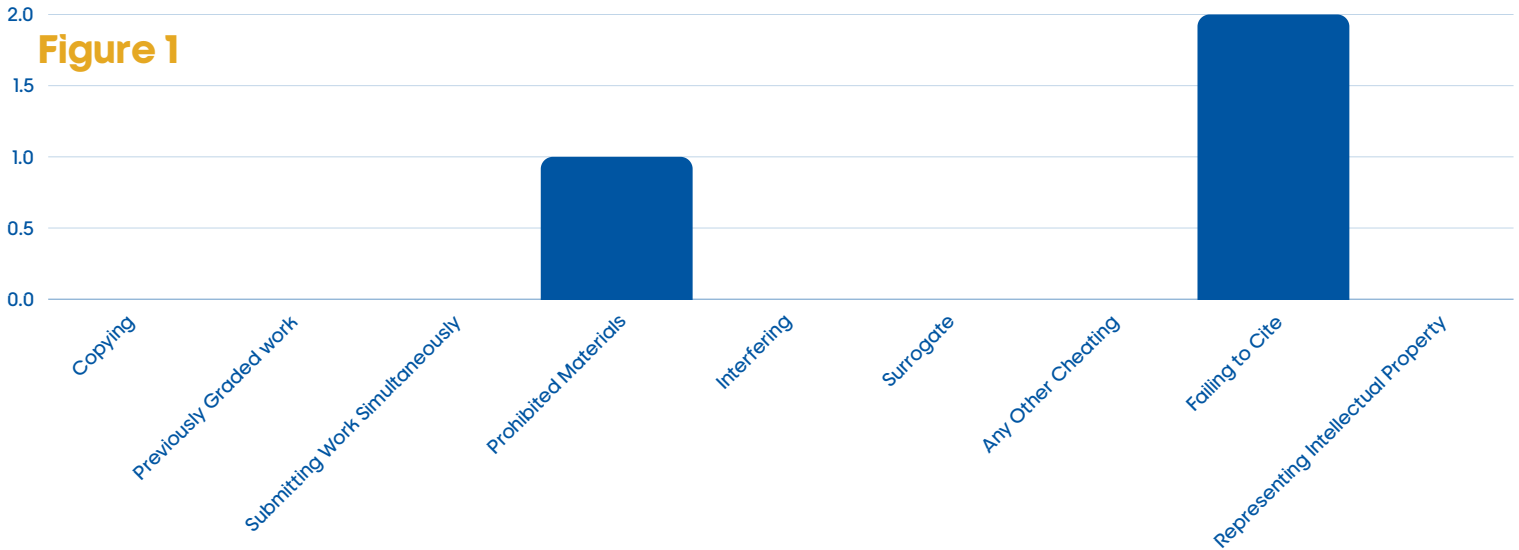
Figure 4 - Administrative Sanctions



Academic Integrity

College of Professional and Global Education

During the 2023-2024 academic year, 3 reports were filed regarding violations of the Academic Integrity Policy. A total of 1 report was classified as cheating, 2 reports were classified as plagiarism, and 0 reports were classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.

Figure 2



Academic Integrity

College of Professional and Global Education

Continued

Figure 3 - Academic Sanctions

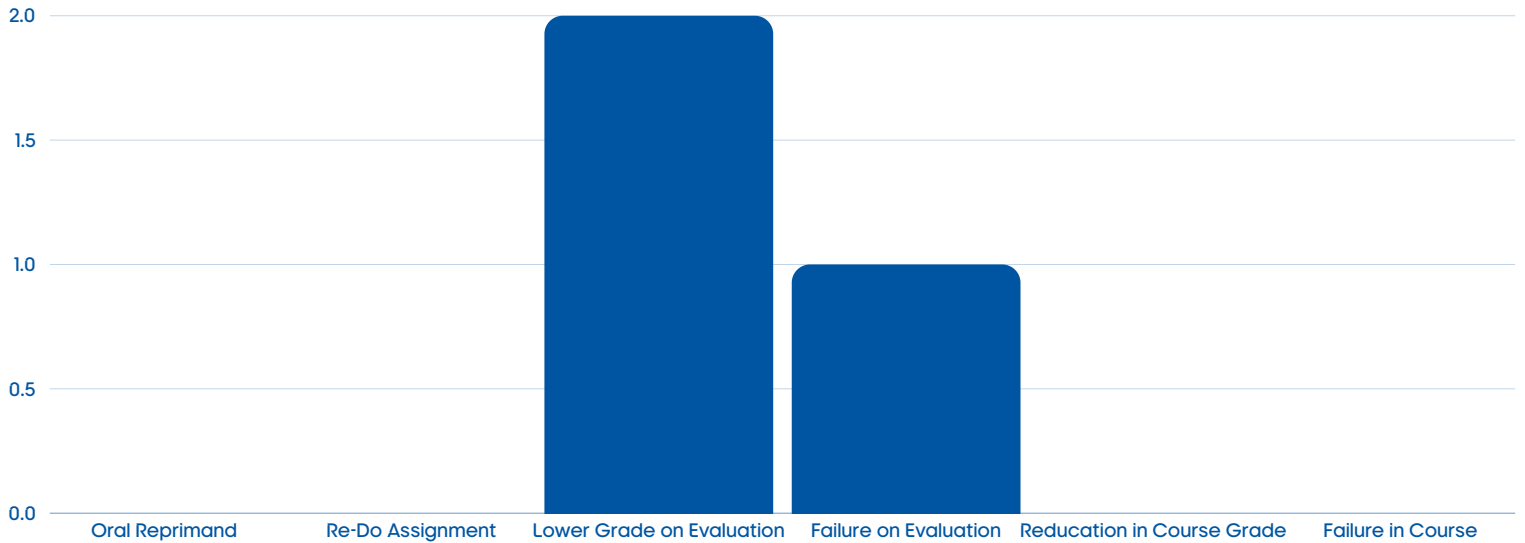


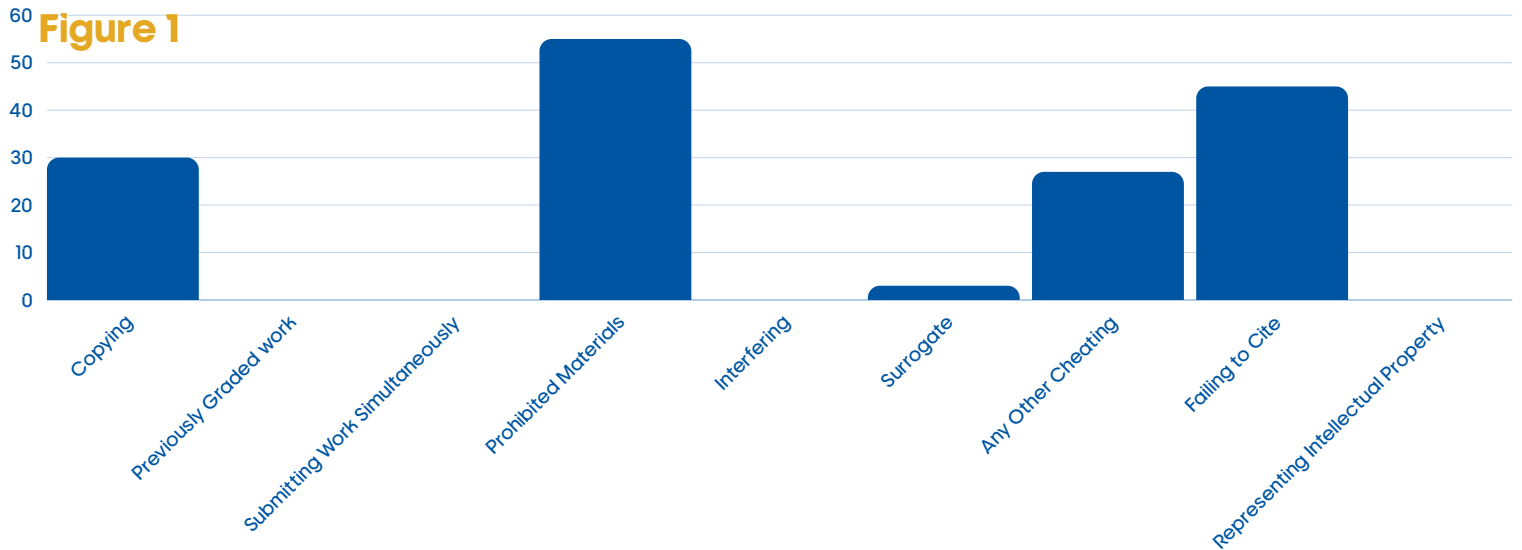
Figure 4 - Administrative Sanctions

None submitted to Student Conduct & Ethical Development for Administrative Sanctions.

Academic Integrity

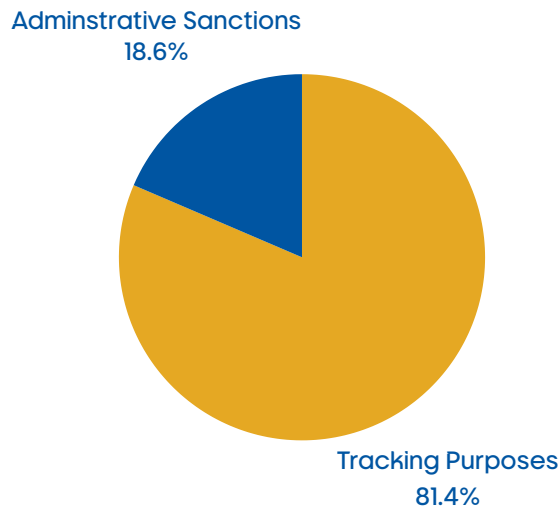
College of Science

During the 2023-2024 academic year, 101 reports were filed regarding violations of the Academic Integrity Policy. A total of 55 reports were classified as cheating, 19 reports were classified as plagiarism, and 27 reports were classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.

Figure 2



Academic Integrity

College of Science

Continued

Figure 3 - Academic Sanctions

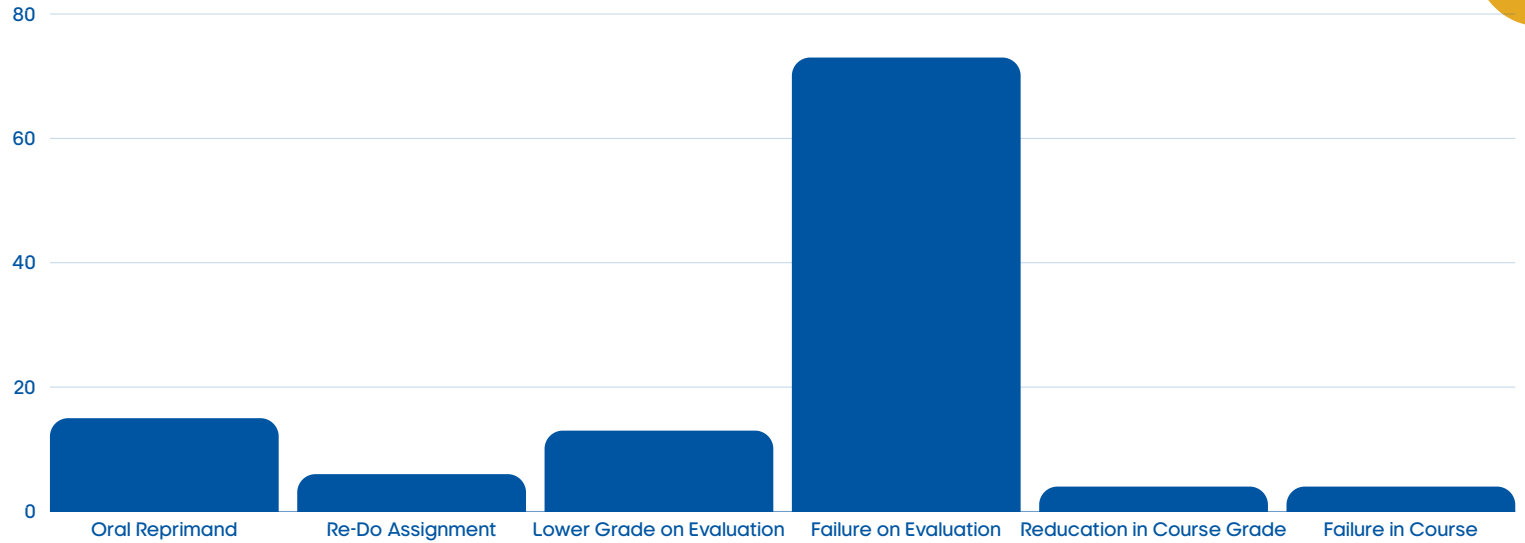
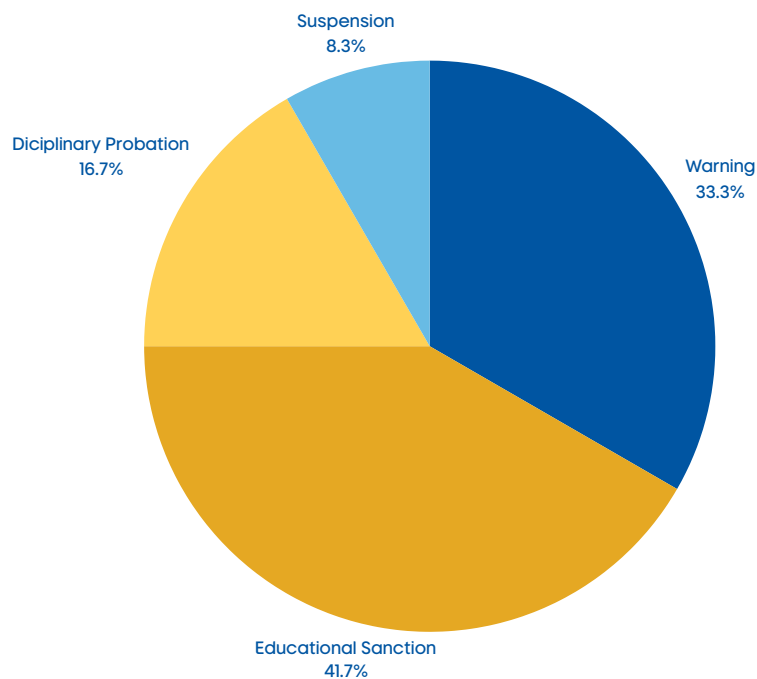


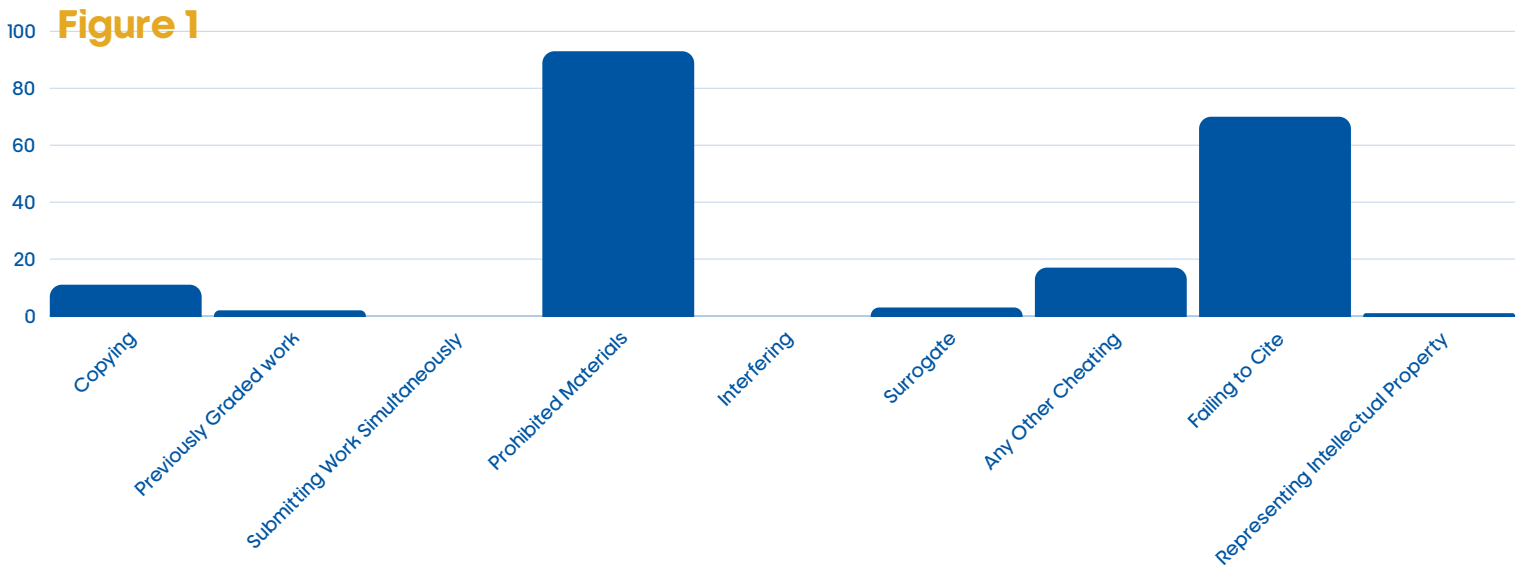
Figure 4 - Administrative Sanctions



Academic Integrity

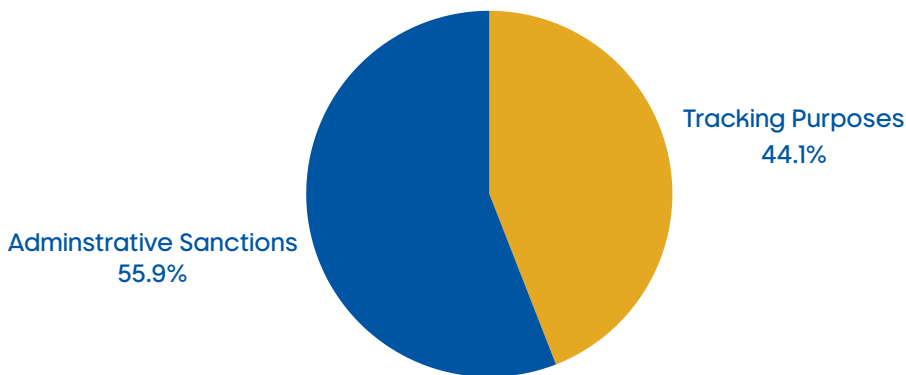
College of Social Science

During the 2023-2024 academic year, 126 reports were filed regarding violations of the Academic Integrity Policy. A total of 55 reports were classified as cheating, 17 reports were classified as plagiarism, and 54 reports were classified as both cheating and plagiarism. Figure 1 captures the total number of reports organized by the violation subsections.



Faculty imposes academic sanctions and determines which cases are reviewed for violations of the Student Conduct Code (i.e., 3.1.7 Recommendation of Additional Administrative Sanctions). Student Conduct and Ethical Development will initiate the student conduct process beyond the faculty designation in limited circumstances (i.e., when a student has prior violations of the Academic Integrity Policy). Figure 2 captures the number and type of reports referred for additional administrative sanctions. Figure 3 displays the academic sanctions imposed while Figure 4 displays the type of administrative sanctions imposed. Note: two or more academic and administrative sanctions may be assigned in one case.

Figure 2



Academic Integrity

College of Social Science

Continued

Figure 3 - Academic Sanctions

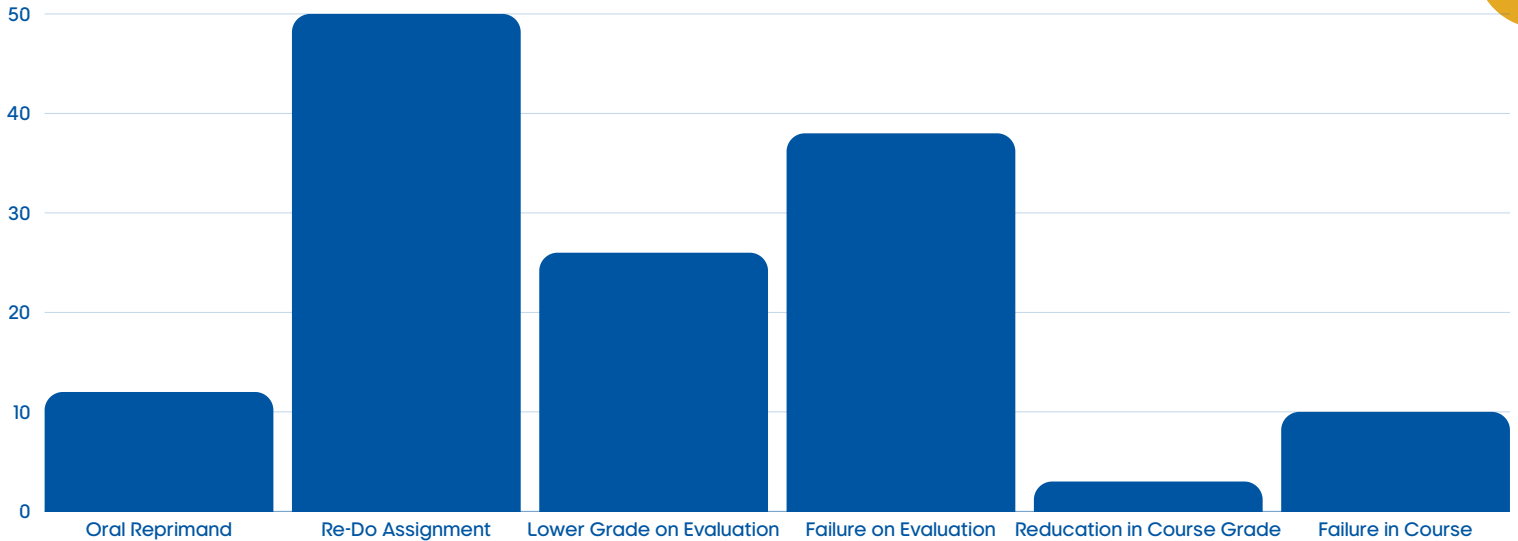
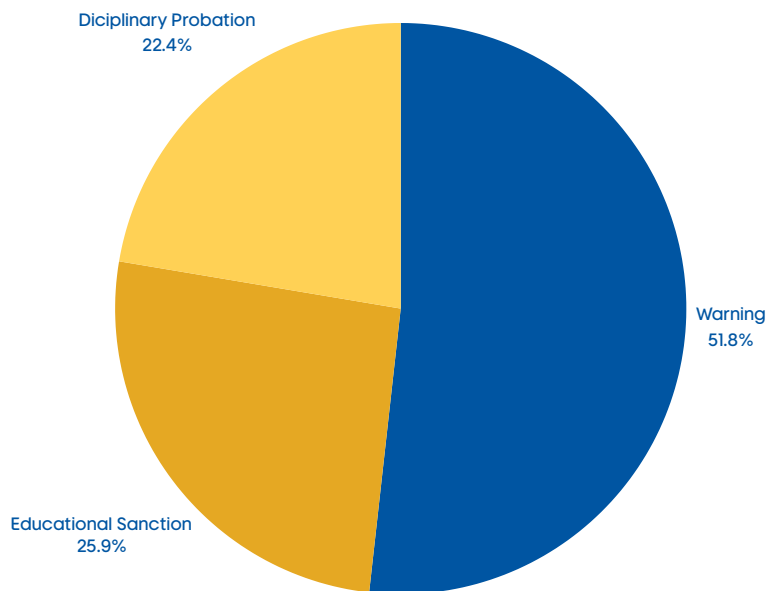
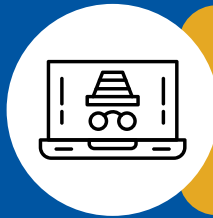


Figure 4 - Administrative Sanctions





Additional Academic Integrity Statistics



Anonymous Reports
5

Testing Center Reports

- 4 from AEC
- 2 from Testing Center



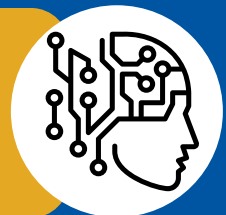
Recidivism By College

- Business - 8
- Engineering - 3
- Humanities & Arts - 1
- Science - 6
- Social Science - 6



580%

Approximate Increase in Artificial Intelligence Reports from 2022-2023 to 2023-2024 Academic Years



Outreach Events

Student Conduct & Ethical Development volunteered at, trained, or assisted with over 50 different events throughout the 2023-2024 academic year.



Supporting Campus Events

Throughout the 2023-2024 year, SCED supported 22 campus events including Homecoming, Weeks of Welcome, Orientation, and Move-In, among others.

Trainings

During the 2023-2024 year, SCED delivered 23 presentations across a diverse range of events, including Sparta Camp, Transfer Orientations, Resident Advisor Trainings, International Student move-in activities, faculty meetings, and Athletic compliance meetings, among others.



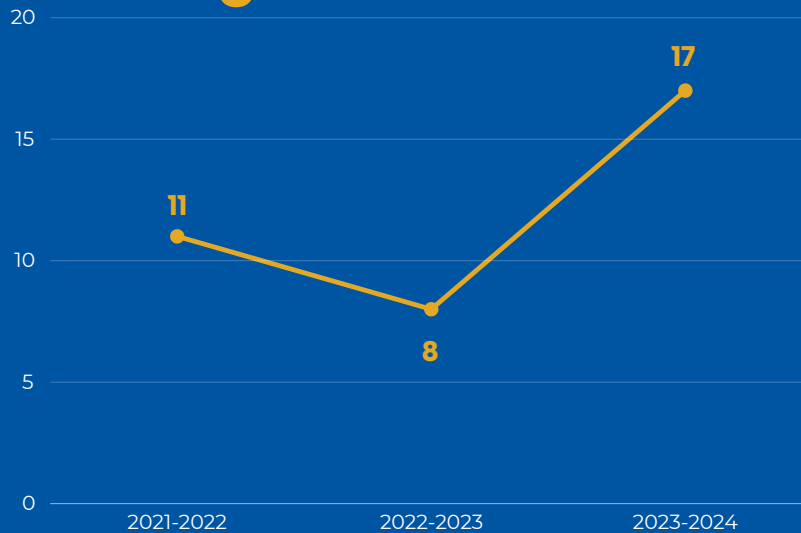
Programmatic Efforts

In the 2023-2024 period, SCED actively engaged in several key initiatives, including the Consent Cooler and Awareness Month programs. Furthermore, SCED produced a comprehensive video to elucidate these processes for students, enhancing their understanding and involvement.

Hearing Officers

Beyond the enforcement of the standards for student conduct and fostering a safe living-learning community, student conduct is committed to student development, retention, and success. Part of the CSU System-wide process for adjudication, Hearing Officers provide a review of cases. Hearing Officers must be MPPs on campus. Hearing Officers provide the final step in the conduct process. Ultimately a Hearing Officer conducts the hearing, determines whether a Student has violated the Student Conduct Code, and prepares a report that includes findings and conclusions about whether the Student violated the Student Conduct Code and provides any recommended sanctions to the Vice President of Student Affairs. Hearing Officer recruitment has been critical over the past 3 years due to the increase in cases.

Number of Hearing Officers



Current Hearing Officers

- Aaron Klemm, Administration & Finance
- Bobbi Makani, Student Affairs
- Catherine Voss Plaxton, Student Affairs
- Coleetta McElroy, Academic Affairs
- craig John Alimo, Diversity, Equity & Inclusion
- James Anderson, Information Technology
- Kevin Kinney, Student Affairs
- Kristen Weaver, Student Affairs
- Laura Alexander, Athletics
- Matthew Rees, Student Affairs
- Michele Kleeman, Student Affairs
- Parinaz Zartoshty, Professional & Global Education
- Sarah Tanner, Student Affairs
- Savannah Headstone, Student Affairs
- Stacey Elsibai, Administration & Finance
- Traci Ferdolage, Administration & Finance
- Yazmin Perez, Administration & Finance

Voices of Appreciation

While Student Conduct & Ethical Development is often perceived as being solely focused on discipline, we wish to highlight some of the positive individual student stories from the past year.

Fostering Open Dialogue

Students regularly expressed that they feel genuinely heard during their conduct conference, noting that it was the first opportunity they had to fully share their story.

Pathway to Graduation

A student who was involved in an interim suspension case reached out to inform the Student Conduct Administrator (SCA) of their graduation. They also shared that the conduct process had a meaningful and positive impact on their personal growth and development.

Reflective Growth

Through the reflection paper sanction, a student articulated how the values paper significantly influenced their personal growth. The exercise guided them in aligning their actions more closely with their core values.

Building Partnerships with Student Organizations

A fraternity president, whose organization was previously reported for multiple noise violations, now actively engages with our office. They regularly stop by to review party plans, provide updates, and introduce new leaders for collaborative discussions.

Trust, Support & Guidance

A student at risk of being removed from their graduate program expressed a high level of trust and support in their assigned Student Conduct Administrator (SCA). The student actively involved the SCA in all correspondence with their graduate program, relying on the SCA's expertise to navigate campus systems and structures effectively.

Positive Outcome

A student with multiple alcohol-related incidents reported that their engagement with campus resources, facilitated through the conduct process, significantly impacted their recovery. They credited the ongoing support and conversations during this process as key factors in addressing their addiction.

THANK YOU

As we conclude the 2023-2024 academic year, we extend our deepest gratitude to everyone who contributed to the success of SCED's initiatives. Your dedication and hard work have been instrumental in achieving our goals and enhancing the overall experience for our Spartans.

We especially want to acknowledge the collaborative efforts of our team, whose commitment to excellence has been evident in every program and event. From delivering impactful presentations at various campus events to producing valuable resources, your enthusiasm and professionalism have made a significant difference.

Additionally, we appreciate the support of our campus partners and stakeholders. Your engagement and cooperation have been crucial in fostering a vibrant and supportive community. Together, we have navigated challenges and celebrated successes, and we look forward to continuing this positive momentum in the coming year.

Thank you once again for your unwavering support and dedication. Your contributions have been invaluable, and we are excited about the opportunities and achievements that lie ahead.

