

Procedure VI.6004.E.a, Campus Hazing Prevention

Associated Policy

Policy VI.6004.E, Campus Hazing Prevention
Policy VI.6004.B, Student Conduct and Discipline
Policy VI.6004.C, Student Complaints

Purpose

The purpose of this procedure is to implement the Board's policy against hazing and to describe the process for reporting allegations, conducting investigations, and imposing discipline.

Reporting

Any member of the San Jacinto College community may submit a report regarding an alleged violation of the College Hazing Policy. Complaints related to violations of the Hazing Policy should be reported to the Office of Student Rights and Responsibilities (OSRR) by submitting an online incident report available at: [Hazing Incident Reporting Form](#)

A College employee who is an advisor to a student organization or has responsibility for a student organization must promptly report suspected violations to the Office of Student Rights & Responsibilities.

Officers of a student organization must promptly report suspected violations to the Office of Student Rights & Responsibilities.

OSRR will promptly notify the Office of Student Engagement & Support when OSRR receives a complaint or report alleging a violation of the hazing policy.

Specific processes and definitions related to the College's response to hazing reports can be found on the College website at: <https://publications.sanjac.edu/student-handbook/code-student-conduct/disciplinary-procedures/>. The processes are summarized below.

Complaints and Alleged Violations Against Individual Students

When the Office of Student Rights & Responsibilities receives a complaint regarding a hazing allegation against an individual student, OSRR will handle the complaint in accordance with the appropriate Student Conduct Process in the Code of Student Conduct contained in the Student Handbook. OSRR will determine whether the alleged conduct, if proven to be true, describes a violation of the Hazing Policy; conduct any investigation; and facilitate the disciplinary process as stated in the Student Conduct Process.

When hazing involves allegations of sexual harassment or other violations of the College's Sexual Misconduct Policy, then the allegations against the student will be investigated in accordance with [Complaint Procedure 400](#) in the Student Handbook, which reflects [Board Policy III.3006.D](#) and [Board Procedure III.3006.D.a](#).

In cases of discriminatory harassment (other than sexual harassment), the investigation procedures in [Complaint Procedure 300](#) will apply.

When a student is found to have violated the hazing policy, disciplinary sanctions and remedies will be based upon the seriousness of the offense, the student's demeanor, cooperation, and attitude, the impact of the misconduct on the College environment, the student's overall record at the College (including prior discipline, if any) and statutory or other legal requirements, if any.

Complaints and Charges Against Student Organizations

When the Office of Student Rights & Responsibilities receives a complaint regarding a hazing allegation against a student organization, the investigation and disciplinary procedures in the **Student Organization Handbook** will apply. OSRR will investigate the allegations. The investigation may occur concurrently with the investigation of an individual student or after the adjudication of an individual student. OSRR will prepare a written summary investigation report with findings of fact regarding the allegations against the student organization. OSRR may dismiss the allegation due to lack of sufficient or reliable evidence, determine that the organization is not responsible, or determine that violations occurred based on a preponderance of evidence. OSRR will provide the report to the Director of Student Engagement and Support and Dean of Student Engagement and Support. The Director of Student Engagement and Support and Dean of Student Engagement and Support (or their designees) will determine consequences for the organization which could include but is not limited to temporary loss of privileges, probation, training, or cancellation of a campus event. The decision will be communicated in writing to the student leaders of the organization. The decision is final unless the proposed consequence is suspension of the organization's charter, suspension of funding, or removal of an advisor.

If the decision imposes suspension of the organization's charter or funding, or removal of an advisor, the student leaders of the organization may file an appeal with the Associate Vice Chancellor of Student Services within 12 working days of receipt of the decision. The Associate Vice Chancellor or their designee will review the appeal and the evidence, documents, and information gained through the investigation and will issue a written decision within 30 days. No new evidence shall be considered unless the basis of the appeal is that new, material evidence has been located and was not reasonably available at the time of the initial determination regarding responsibility. The Associate Vice Chancellor or designee may request clarification from the leaders of the student organization, the Office of Student Rights and Responsibilities, or the Office of Student Engagement and Support. The decision of the Associate Vice Chancellor of Student Services is final and non-appealable.

Interim Action

Pending an investigation, hearing, or outcome of the allegations against a student organization, the Dean of Student Engagement & Support or their designee may take interim action, as is appropriate to the circumstances, against a student organization that is alleged to have engaged in conduct prohibited by the hazing policy when the action is needed to preserve evidence or to protect the health or safety of persons within the organization or to protect third parties. The Office of Student Engagement and Support will consider the available evidence, including the weight and reliability of the evidence

Interim actions include but are not limited to suspension, suspension of rights or privileges, or a prohibition from certain activities or operations.

Anti-Hazing Resources and Training

San Jacinto College offers the Student Leadership Program, known as LeadSJC. This is a comprehensive leadership program designed to help hone leadership skills and help students succeed in the classroom and in their careers. Information on LeadSJC is available on the College website at: <https://sanjac.edu/student-life/clubs-organizations/student-leadership>.

San Jacinto College offers bystander intervention training. This program gives students, faculty, and staff the opportunity to learn about patterns of violence, educate themselves on methods of preventing violence, and discover ways to stop violence as a bystander. Information on bystander intervention training is available at <https://sanjac.edu/student-life/clubs-organizations/trainings>.

San Jacinto College offers three training sessions for student organizations: (1) Officer training is required on an annual basis for leaders of student organizations. This training provides club leaders with information and guidelines to be successful in their roles. (2) Advisor training is also required on an annual basis for student club advisors. This training provides advisors with information on how to be effective guides, allies, and mentors. (3) Risk management training is a state-mandated annual training that 80 percent of each student organization must complete. To embark on a club-related trip, all organization members must take this training. These trainings are available for students at <https://sanjac.edu/student-life/clubs-organizations/trainings>.

Additional information is available at <https://hazingpreventionnetwork.org/> and <https://stophazing.org/>.

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Associated Policies	Policy VI.6004.E, Campus Hazing Prevention Policy VI.6004.B, Student Conduct and Discipline Policy VI.6004.C, Student Complaints
Associated Procedures	Procedure VI.6004.B.a, Student Conduct and Discipline Procedure VI.6004.C.a, Student Complaints
Primary Owner	Deputy Chancellor & President
Secondary Owner	Associate Vice Chancellor, Student Services