

**The Ohio State University
Hazing Incident Report**

Submitted on January 18, 2019 at 9:14:43 am EST

Nature: **Hazing**
Urgency: **Normal**
Incident Date and Time: **2017-04-18**
Incident Location: **On Campus**

Reported by

Name: **Anonymous**
Title:
Email:
Phone: **[REDACTED]**
Address: **[UNAUTHENTICATED]**

Involved Organizations/Individuals

AFROTC Centurion Drill Team ()
Alleged

Questions

Please provide a description of the incident(s). Try to include as much detail as possible, including the name(s) of those present and/or involved, date(s) and time(s), location(s), etc.

This organization has performed multiple actions that are wrong during their pledging process, over the past several years. A former [REDACTED] pledge told me about her experience in confidence, saying that they were routinely verbally abused (being told while being exposed to strobe lights or in the dark that they would never be good enough, that they were ugly or stupid, etc.) in addition to being given demeaning pledge names, and being tricked into doing things that resulted in physical (although not very serious) harm. (In this particular instance regarding the physical harm, the pledges were placed on an edge of an unknown height where they could hear sounds of rushing water, being told that they were standing on the edge of the Olentangy River bridge. They were told that they needed to jump, knees first. They were also told that if they jumped feet first, it would demonstrate a mistrust in the organization and they would be cut from the process. When the 4 individuals jumped, they landed knees-first onto concrete, and found that the active members of the organization had only been using a speaker to play sounds of rushing water.) The following year in [REDACTED] one pledge became injured during the process. Since she could not participate in physical activity, they resorted to asking her extremely difficult and very specific questions about the Drill and Ceremonies Manual. When she got answers incorrect, they forced the able-bodied members of her class to perform physical activity, and continually told her that it was her fault that the pledges were being punished, and that if she had studied more then they would not be in that situation. [REDACTED]

[REDACTED] Later the same year, they made a pledge participate in physical activity outside in the snow when she had [REDACTED] Regardless of the year, the pledges trying to make it into this organization become different during the pledging process. Not only are they constantly put in danger, but they are intimidated and emotionally abused. The pledges can be seen after classes crying, or with an overall lack of emotional affect, likely due to the extreme stress and abuse that they are exposed to. They are constantly threatened that if they tell anyone about the things they experienced during the process, that they will suffer serious consequences and will no longer be allowed to associate with the organization.

Is the hazing that you have experienced or witnessed ongoing/currently occurring?

Yes

What is your desired outcome in making this report?

The cadre at our detachment hold this organization to different standards than any other ROTC organization.

I only desire that they be held to the same standard, that our cadre be told about the specific instances that occurred, and that the University follow the hazing guidelines as appropriate for the cited circumstances. Therefore, if explicit permission to share this information with the AFROTC cadre is needed, then this statement stands as permission. I am afraid to report through Air Force ROTC resources for fear of losing anonymity and possibly losing friendships through the reporting process. Due to this fact, I decided to remain anonymous for this report. If I absolutely needed to be contacted, I will accept calls, but I would appreciate that my phone number not be shared with AFROTC if they are contacted.

If you are submitting this report anonymously, please consider also using the university's anonymous reporting line described above. If you are only submitting this form, understanding our ability to fully investigate is limited, what do you hope will result from your report?

Reporting these instances to the AFROTC cadre could facilitate a full investigation.

Pending IR #00026153

Submitted from 184.57.51.247 and routed to Kelly B. Smith, J.D. (Director). Processed by routing rule #68.

Copies to: reeb.47@osu.edu

January 18, 2019

Centurion Drill Team
Sent electronically to [REDACTED]

PERSONAL AND CONFIDENTIAL

Regarding Case Number: [REDACTED]

Dear [REDACTED] and members of the Centurion Drill Team,

Student Conduct has received information that describes conduct by the Centurion Drill Team over multiple years, including the current academic year. The report details concerns related to members being verbally abusive toward pledges and encouraging or requiring pledges to participate in dangerous tasks. I am investigating whether this conduct may have occurred and violated the following sections of the university's Code of Student Conduct:

- 3335-23-04 (M): Hazing: Doing, requiring or encouraging any act, whether or not the act is voluntarily agreed upon, in conjunction with initiation or continued membership or participation in any group, that causes or creates a substantial risk of causing mental or physical harm or humiliation. Such acts may include, but are not limited to, use of alcohol, creation of excessive fatigue, and paddling, punching or kicking in any form.

I am directing your organization to hold no formal or informal meetings or activities until further notice. Members may not make contact with any current pledges or new members for the purpose of discussing this case. You may, in consultation with your organization's advisor, notify your members by email that all activities have been put on hold until further notice. If you choose to send this email, you must forward a copy to me at anderson.3443@osu.edu.

As a leader of the organization, you must contact Student Conduct **as soon as possible**, and no later than January 23, 2019, to schedule a preliminary conference with me. The purpose of this conference is twofold. First, I will explain and answer your questions about the Student Conduct process. Second, you will have the opportunity to explain what happened, to provide materials, and to identify other individuals with information about the alleged incident. Please submit any relevant materials (including your own written statement, text messages, photos, emails, etc.) by email to me at anderson.3443@osu.edu prior to our meeting.

You must bring the following information with you to the meeting, or you may submit it prior:

- Current member list detailing roles within the organization
- Current list of active pledges, if applicable
- A list of all recruitment activities and new member education

You may bring one advisor and a registered co-leader (if applicable) to your preliminary conference. Your advisor can be any person who is not involved as a witness or other participant in the case. Employees of the university's Student Advocacy Center (<http://advocacy.osu.edu>) are available to provide advisor services or other support throughout this process upon request. To find out more information about these services or to request advisor services, please e-mail the Student Advocacy Center at advocacy@osu.edu.

You will find the Code of Student Conduct and information about our process at <http://studentconduct.osu.edu>. Additionally, I have attached a Statement of Student Rights and a description of the university's Hearing Procedures to this letter.

Students are responsible for requesting accommodations when they feel they are needed. Should you need an accommodation based on the impact of a disability during the Student Conduct process, please contact the university's ADA Coordinator's office at (614) 292-6207 (voice), (614) 688-8605 (TTY), ada-osu@osu.edu, or visit <https://ada.osu.edu/>. One week's notice will allow for seamless access. Should you need additional time in order to seek any appropriate accommodation, please contact me immediately.

If you do not contact our office by January 23, 2019 to set your preliminary conference appointment, I may place a disciplinary hold on your university account. This hold could prevent you from scheduling classes; viewing grades; or receiving transcripts, diplomas or refunds. Please note that if you do not participate in our process, I may continue this investigation without your input. This could result in charges, a hearing, and sanctions if a violation is found.

To schedule your preliminary conference, please call Student Conduct at (614) 292-0748 between 8:00 a.m. and 5:00 p.m. Monday through Friday. Thank you in advance for your prompt attention to this matter.

Sincerely,



Emma Anderson
Student Conduct Case Manager

CC: Advisor - Arun Chittur
Assoc. Director Student Activities - Jen Pelletier

Statement of Student Rights

1. **Written notice of university charges** (3335-23-07 A.)
 - a. Students shall be notified of university charges in writing, unless a more effective form of notification is deemed appropriate. Charges may be presented in person, by placement in a student's residence hall mailbox, by email to the accused student's official university email address (which may direct the student to view the notice on a secure website), or by mail to the accused student's local or permanent address.

2. **Meeting with a University Official** (3335-23-07 C.)
 - a. Students are strongly encouraged to and shall be afforded the opportunity to meet with a university official for the purpose of explaining the university student conduct process and discussion of the charges.

3. **Hearing** (3335-23-08)
 - a. In all cases, a student charged with one or more violations of the code of student conduct has the right to a hearing.
 - b. [A] student may request in writing to have a decision as to appropriate action made administratively by a hearing officer rather than have the charges referred to a hearing officer or board for a hearing.
 - c. Following an administrative decision, the student retains the right to request an appeal of the original decision, but may do so only upon the ground that the sanction is grossly disproportionate to the violation committed.

4. **Notice of Hearing** (3335-23-09 A.)
 - a. If a hearing is to be held, written notification will be provided
 - b. The notice may be hand delivered; placed into a student's residence hall mailbox; sent by email to the accused student's official university email address, which may direct the student to view the notice on a secure website; or mailed to the last known address of the student, by first class mail, no fewer than ten (10) calendar days prior to the hearing
 - c. Unless already provided to the student, the notification will include the charge(s), date, time, and location of hearing, the designated hearing officer or board, a statement of the student's rights, and information on the hearing procedures.

5. **Postponement** (3335-23-09 B.)
 - a. The accused student may request a postponement for reasonable cause or a separate hearing from other accused persons. A request for a postponement for reasonable cause must be made in writing, include supporting rationale, and be received by the person sending the hearing notification at least two (2) business days before the scheduled hearing.

6. **Advisor** (3335-23-10 B.)
 - a. The accused student may have an advisor throughout the disciplinary process
 - b. The advisor may only counsel the student and may not actively participate in the disciplinary process, unless clarification is needed as determined by the hearing officer or board.

7. **Written statements and witnesses** (3335-23-10 C.)
 - a. The accused student:
 - i. May submit a written statement;
 - ii. May invite relevant factual witnesses to attend;
 - iii. May invite character witnesses to submit written statements;
 - iv. May ask questions of witnesses called by others;
 - v. Will be notified of potential witnesses to be called;
 - vi. Must submit a list of potential witnesses to the hearing officer at least two (2) business days prior to the hearing.

8. **Standard of Evidence** (3335-23-10 F.)
 - a. A student will only be found in violation if a preponderance of the evidence supports the charges.

9. **Attendance** (3335-23-11)
 - a. No inference will be drawn against a student for failing to attend a hearing or remaining silent.
 - i. The hearing will proceed and the conclusion will be based on the evidence presented.
 - b. No decision shall be based solely on the failure of the accused student to attend the hearing or answer the charges.

10. Record of proceedings (3335-23-12)

- a. A single record consisting of written notes, tape recording, or other method selected by the hearing board or officer, will be made of all hearings.
 - i. Such record will remain property of the university but will be made available to the accused for review during the appeal period.
- b. A written notice of the decision, and, if found in violation, information regarding appeal procedures will be provided to the accused student.

11. Hearing Bodies (3335-23-13 B.)

- a. The accused student has the right to accept responsibility for the charges, which will result in an administrative decision or choose to have a hearing.

12. Hearing Bodies (3335-23-13 C.)

- a. Students will generally be afforded the right to choose an administrative or a board hearing, except under special circumstances where, in order to ensure a fair and just process, the hearing officer may determine the appropriate hearing venue.

13. Right to appeal (3335-23-18 A.)

- a. A student found to have violated the Code of Student Conduct has the right to appeal the original decision.

14. Right to appeal (3335-23-18 A.)

- a. In cases involving charges related to sexual harassment, the victim may appeal the original decision in accordance with the appeals procedures provided in this section
 - i. Such charges include, but are not limited to, sexual misconduct and stalking.

Hearing Procedures

3335-23-10 Hearing procedures

Although the procedural requirements are not as formal as those existing in criminal or civil courts of law, to ensure fairness, the following procedures will apply and, unless already provided to the student, be included within the hearing notice:

- A. **Attendance** – Attendance at hearings is limited to those directly involved or those requested by the hearing officer or board to attend. The hearing officer or board will take reasonable measures to assure an orderly hearing, including removal of persons who impede or disrupt proceedings
- B. **Advisor** – The accused student may have an advisor throughout the disciplinary process. The advisor may only counsel the student and may not actively participate in the disciplinary process, unless clarification is needed as determined by the hearing officer or board
- C. **Written statements & witnesses** – The accused may: submit a written statement invite relevant factual witnesses to attend, invite character witnesses to submit written statements, ask questions of witnesses called by others, and will be notified of potential witnesses to be called. The accused must submit a list of potential witnesses to the hearing officer at least two (2) business days prior to the hearing. The university may present witnesses as well as question those presented by the accused
- D. **Witness absence** – The hearing officer or board coordinator may allow written statements if, for good reason, a fact witness cannot attend the hearing
- E. **Consultants** – In cases requiring special expertise, the board coordinator may appoint individuals with appropriate expertise to serve as consultants to the board. The consultants may be present and provide information as called upon during the hearing but will not vote
- F. **Standard of evidence** – A student will only be found in violation if a preponderance of evidence supports the charges. In the event of a tie, the board will continue to deliberate. If after the board determines that exhaustive deliberations have occurred and a majority decision is not reached, the student will be found not in violation
- G. In cases where prompt review is essential (e.g., when graduation or the end of the academic year is imminent) the accused may be offered the option of an expedited administrative review consisting of an administrative decision or administrative hearing. The accused student may decline such expedited review without the expectation that the process can be completed on an expedited timeline.

January 28, 2019

██████████ Centurion Drill Team

Sent electronically to ██████████

PERSONAL AND CONFIDENTIAL

Regarding Case Number: ██████████

Dear ██████████:

I received your request for four members of the Centurion Drill Team to participate in the Color Guard on the following dates:

February 8th at 7pm: Buckeyethon (Ohio Union)

February 9th at 10am: Buckeyethon (Ohio Union)

February 10th at 4pm: Basketball Iowa Womens (Schottenstein center)

February 20th at 730pm: Basketball Northwestern (Schottenstein center)

We have considered your request and are granting you the ability to participate, provided your adviser, Major Chittur is present.

Please let me know if you have any questions.



Emma Anderson
Student Conduct Case Manager

CC: Major Chittur

March 1, 2019

████ Centurion Drill Team
Sent electronically to ██████████

PERSONAL AND CONFIDENTIAL

Regarding Case Number: ██████████

Dear ██████████:

I am writing to give you an update on your conduct case. At this stage of my investigation, there exists reasonable cause to issue one or more charge(s) under the Code of Student Conduct. Charging does not, however, assume that you are responsible for violating any sections of the code; it only causes the second half of our process to begin.

I have attached your Charge and Process form to this email. Please review it carefully, select your resolution option, then sign and date the bottom of the form.

I encourage you to consult with an advisor of your choice or with the Student Advocacy Center (<http://advocacy.osu.edu>) as you consider your options. Additionally, students are responsible for requesting accommodations when they feel they are needed. Should you need an accommodation based on the impact of a disability during the Student Conduct process, please contact the university's ADA Coordinator's office at (614) 292-6207 (voice), (614) 688-8605 (TTY), ada-osu@osu.edu, or visit <https://ada.osu.edu/>.

Once you have completed the form, you may scan and email it directly to me, fax it to my office at 614-292-2098, or drop it off in person. This form is due by 4:30 p.m. on March 5, 2019. Failure to return this form by the stated deadline will result in an Administrative Hearing.

If you have any questions, please feel free to let me know.

Sincerely,



Emma Anderson
Student Conduct Case Manager

CC: Advisor- Major Chittur

PERSONAL AND CONFIDENTIAL

Regarding Case Number: [REDACTED]

CHARGE & PROCESS FORM

Name: [REDACTED] Centurion Drill Team

Email: [REDACTED]

I. Charge(s): You are alleged to be in violation of the following section(s) as listed in the OSU Code of Student Conduct:

- 3335-23-04 (M): Hazing: Doing, requiring or encouraging any act, whether or not the act is voluntarily agreed upon, in conjunction with initiation or continued membership or participation in any group, that causes or creates a substantial risk of causing mental or physical harm or humiliation. Such acts may include, but are not limited to, use of alcohol, creation of excessive fatigue, and paddling, punching or kicking in any form.

Specifically it is alleged that during the pledge process for all current and new members, including but not limited to the Spring 2018 semester, the Centurion Drill Team violated Ohio State's Code of Student Conduct in the following manner:

Required and/or encouraged new members to:

- Complete workouts which included, but not limited to, running, push-ups, sit ups, and burpees. While current members may join in for different components of a workout, the pledges were required to participate in all workouts
- Complete calisthenics, including but not limited to push-ups, in response to questions being answered incorrectly during briefings, or when new members were considered to be poorly prepared for team building activities
- Participate in interviews where they were required to answer questions asked by active members who used raised/yelling voices, while a metronome played, the room was dark, and lights, including lights from a projector or strobe light, flashed on the new member. Questions included: general Air Force ROTC knowledge; their own performance through the new member process; and information about the performance of their peers.
- Participate in the "Final Night" as the last day of the new member process. During this event, new members were expected to participate in multiple activities while blindfolded. These activities included but were not limited to:
 - being buddy carried by active members

- being placed in cars to go to unknown locations
- being dropped off in the woods or a field alone to find the rest of the pledge class, or a certain object that had been hidden
- being instructed to jump from a concrete surface into a body of water to demonstrate trust to the organization, following which it was discovered that there was no water.

II. Acceptance/Non-Acceptance of Responsibility: To resolve these charges, place your initials next to your selection.

_____ I accept responsibility for the violation(s) of the Code of Student Conduct as listed in Section I of this form. **I request an Administrative Decision.**

_____ I do not accept responsibility for one or more of the violations of the Code of Student Conduct as listed in Section I of this form. **I request an Administrative Hearing before a University Hearing Officer.**

_____ I do not accept responsibility for one or more of the violations of the Code of Student Conduct as listed in Section I of this form. **I request a hearing before the University Conduct Board.**

Failure to return this form by the stated deadline will result in an Administrative Hearing.

III. Possible Sanctions: If you are found in violation, please understand that you may be subject to formal reprimand, disciplinary probation, suspension, dismissal or any other sanction or combination of sanctions in the Code of Student Conduct.

This form is due by 4:30 pm on **March 6, 2019.**

Signature: _____ Date: _____

March 1, 2019

██████████ Centurion Drill Team
Sent electronically to ██████████

PERSONAL AND CONFIDENTIAL

Regarding Case Number: ██████████

Dear ██████████:

I am writing to give you an update on your conduct case. At this stage of my investigation, there exists reasonable cause to issue one or more charge(s) under the Code of Student Conduct. Charging does not, however, assume that you are responsible for violating any sections of the code; it only causes the second half of our process to begin.

I have attached your Charge and Process form to this email. Please review it carefully, select your resolution option, then sign and date the bottom of the form.

I encourage you to consult with an advisor of your choice or with the Student Advocacy Center (<http://advocacy.osu.edu>) as you consider your options. Additionally, students are responsible for requesting accommodations when they feel they are needed. Should you need an accommodation based on the impact of a disability during the Student Conduct process, please contact the university's ADA Coordinator's office at (614) 292-6207 (voice), (614) 688-8605 (TTY), ada-osu@osu.edu, or visit <https://ada.osu.edu/>.

Once you have completed the form, you may scan and email it directly to me, fax it to my office at 614-292-2098, or drop it off in person. This form is due by 4:30 p.m. on March 5, 2019. Failure to return this form by the stated deadline will result in an Administrative Hearing.

If you have any questions, please feel free to let me know.

Sincerely,



Emma Anderson
Student Conduct Case Manager

CC: Advisor- Major Chittur

PERSONAL AND CONFIDENTIAL

Regarding Case Number: [REDACTED]

CHARGE & PROCESS FORM

Name: [REDACTED] Centurion Drill Team

Email: [REDACTED]

I. Charge(s): You are alleged to be in violation of the following section(s) as listed in the OSU Code of Student Conduct:

- 3335-23-04 (M): Hazing: Doing, requiring or encouraging any act, whether or not the act is voluntarily agreed upon, in conjunction with initiation or continued membership or participation in any group, that causes or creates a substantial risk of causing mental or physical harm or humiliation. Such acts may include, but are not limited to, use of alcohol, creation of excessive fatigue, and paddling, punching or kicking in any form.

Specifically it is alleged that during the pledge process for all current and new members, including but not limited to the Spring 2018 semester, the Centurion Drill Team violated Ohio State's Code of Student Conduct in the following manner:

Required and/or encouraged new members to:

- Complete workouts which included, but not limited to, running, push-ups, sit ups, and burpees. While current members may join in for different components of a workout, the pledges were required to participate in all workouts
- Complete calisthenics, including but not limited to push-ups, in response to questions being answered incorrectly during briefings, or when new members were considered to be poorly prepared for team building activities
- Participate in interviews where they were required to answer questions asked by active members who used raised/yelling voices, while a metronome played, the room was dark, and lights, including lights from a projector or strobe light, flashed on the new member. Questions included: general Air Force ROTC knowledge; their own performance through the new member process; and information about the performance of their peers.
- Participate in the "Final Night" as the last day of the new member process. During this event, new members were expected to participate in multiple activities while blindfolded. These activities included but were not limited to:
 - being buddy carried by active members

- being placed in cars to go to unknown locations
- being dropped off in the woods or a field alone to find the rest of the pledge class, or a certain object that had been hidden
- being instructed to jump from a concrete surface into a body of water to demonstrate trust to the organization, following which it was discovered that there was no water.

II. Acceptance/Non-Acceptance of Responsibility: To resolve these charges, place your initials next to your selection.

I accept responsibility for the violation(s) of the Code of Student Conduct as listed in Section I of this form. **I request an Administrative Decision.**


I do not accept responsibility for one or more of the violations of the Code of Student Conduct as listed in Section I of this form. **I request an Administrative Hearing before a University Hearing Officer.**

I do not accept responsibility for one or more of the violations of the Code of Student Conduct as listed in Section I of this form. **I request a hearing before the University Conduct Board.**

Failure to return this form by the stated deadline will result in an Administrative Hearing.

III. Possible Sanctions: If you are found in violation, please understand that you may be subject to formal reprimand, disciplinary probation, suspension, dismissal or any other sanction or combination of sanctions in the Code of Student Conduct.

This form is due by 4:30 pm on **March 6, 2019.**

Signature:  Date: 03/1/2019

April 1, 2019

██████████ Centurion Drill Team
Sent electronically to ██████████

PERSONAL AND CONFIDENTIAL

Regarding Case Number: ██████████

Dear ██████████ and the Centurion Drill Team,

I am writing with my decision in your conduct case. You accepted responsibility for the following violations of the Code of Student Conduct:

- 3335-23-04 (M): Hazing: Doing, requiring or encouraging any act, whether or not the act is voluntarily agreed upon, in conjunction with initiation or continued membership or participation in any group, that causes or creates a substantial risk of causing mental or physical harm or humiliation. Such acts may include, but are not limited to, use of alcohol, creation of excessive fatigue, and paddling, punching or kicking in any form.

Specifically, it was alleged that during the pledge process for all current and new members, including but not limited to the spring 2018 semester, the Centurion Drill Team violated Ohio State's Code of Student Conduct in the following manner:

Required and/or encouraged new members to:

- Complete workouts which included, but not limited to, running, push-ups, sit ups, and burpees. While current members may join in for different components of a workout, the pledges were required to participate in all workouts
- Complete calisthenics, including but not limited to push-ups, in response to questions being answered incorrectly during briefings, or when new members were considered to be poorly prepared for team building activities
- Participate in interviews where they were required to answer questions asked by active members who used raised/yelling voices, while a metronome played, the room was dark, and lights, including lights from a projector or strobe light, flashed on the new member. Questions included: general Air Force ROTC knowledge; their own performance through the new member process; and information about the performance of their peers.
- Participate in the "Final Night" as the last day of the new member process. During this event, new members were expected to participate in multiple activities while blindfolded. These activities included but were not limited to:
 - being buddy carried by active members
 - being placed in cars to go to unknown locations
 - being dropped off in the woods or a field alone to find the rest of the pledge class, or a certain object that had been hidden

- being instructed to jump from a concrete surface into a body of water to demonstrate trust to the organization, following which it was discovered that there was no water.

I considered the following factors in determining appropriate sanctions:

- Centurion Drill Team's conduct history
- The severity of the violations when considered on a continuum
- The partnership and response of the Centurion Drill Team's president and members throughout the conduct process

This outcome letter does not replace or nullify any sanctions or stipulations set forth by your organization's national headquarters, advisors, or Student Activities in the Office of Student Life.

Disciplinary Sanction

I am suspending the Centurion Drill Team effective **immediately through May 9, 2021**. While it is typical for organization's to be suspended for a minimum of 4 years for similar violations of the Code of Student Conduct, your exemplary participation and transparency through the Student Conduct investigation, in addition to the information provided about Airforce ROTC, has led me to reduce this suspension period. My hope is this break provides time for the organization and members to reevaluate the goals and values of the Centurion Drill Team.

As a result of the suspension, your organization is no longer recognized as a student organization at Ohio State and no longer has the rights or privileges afforded to a recognized student organization.

During this time please be advised that any student using your organization's name or likeness while alleged to have violated the Code of Student Conduct may be investigated and, if applicable, charged as an individual, not as an organization, in the Student Conduct process.

Educational Sanctions

I invite your organization to discuss reestablishing an organization at the university at the end of the suspension period. Your organization may begin communication at least one year prior to reestablishing, but no sooner than January 1, 2020.

To ease the transition back to campus, and present lessons learned through interaction with the Student Conduct process and subsequent suspension, I invite the organization to submit a memorandum identifying actions it might take with new prospective members and organization leadership after the suspension period ends. Memorandum topics could include:

- recruitment strategies
- new member reviews and criteria
- advisor involvement
- selection of leadership positions within the organizations
- new member education plans

This optional submission is due no later than April 30, 2019.

Requests for Extensions and Modifications

Any request for an extension or a modification of any required sanction must come from the organization president to anderson.3443@osu.edu. The request must contain a detailed explanation of the reason for the request.

Staffing Change

Should Student Conduct no longer employ me or if my role were to change, another staff member will monitor sanction completion. To account for such a change, please include the general Student Conduct email address on all sanction items described above. That address is studentconduct@osu.edu.

Appeal

Because you accepted responsibility, you may only appeal on the basis that the disciplinary sanction imposed is grossly disproportionate to the violation committed. To do so, you must submit your appeal in writing, directed to the Senior Vice President for Student Life, no later than 4:00 pm on April 8, 2019. Use the online appeal form found at <https://go.osu.edu/appeals> to submit your appeal. You may also submit a written appeal using the form attached to this letter. Please turn in that signed form along with any relevant documentation to the Office of Student Conduct, 550 Lincoln Tower, 1800 Cannon Dr., Columbus, OH 43210, by the deadline. If you do not submit an appeal, this decision will be effective at the end of your appeal period.

You are strongly encouraged to consult with the Student Advocacy Center (<http://advocacy.osu.edu>) and/or your advisor of choice as you consider your options, including the possible impact that any assessed sanctions may have on you and your status as a student at the university. Additionally, students are responsible for requesting accommodations when they feel they are needed. Should you need an accommodation based on the impact of a disability during the Student Conduct process, please contact the university's ADA Coordinator's office at (614) 292-6207 (voice), (614) 688-8605 (TTY), ada-osu@osu.edu, or visit <https://ada.osu.edu/>. One week's notice will allow for seamless access. Should you need additional time in order to seek any appropriate accommodation, please contact me immediately.

If you have any questions concerning this matter, please do not hesitate to contact me at (614) 292-0748 between 8:00 a.m. and 5:00 p.m. Monday through Friday.

Sincerely,

EmmaAnderson

Emma Anderson
Student Conduct Case Manager

CC: Major Arun Chittur- Advisor
Assoc. Director Student Activities - Jen Pelletier

Suspension Information Sheet

1. You have the right to appeal. An appeal must be received within five (5) business days from the date on the outcome letter. **We will toll (i.e., not put into effect) your suspension until the deadline to submit an appeal passes.** Should you submit an appeal, the suspension will be further tolled until a decision on your appeal is issued. Please see the Code of Student Conduct, Section 3335-23-18 or <https://trustees.osu.edu/assets/files/RuleBook/CodeStudentConduct.pdf>, for further information about the appeal process.
 - a. **If you appeal:** While the appeal is being decided by the Vice President for Student Life, you are permitted to be on campus; attend classes; and otherwise act as an enrolled student until an appeal decision is returned.
 - i. Please note, any previous restrictions or stipulations will remain in effect for the duration of your appeal period. (e.g. interim suspension, restrictions, housing changes, no contact orders, etc.) You will be responsible for any charges (e.g. housing, tuition, etc.) incurred during the appeal period.
 - ii. If your appeal is denied, your suspension will be processed immediately, **effective the original date indicated in your outcome letter.**
 - b. In Title IX cases, the complainant also has the right to appeal an outcome. Student Conduct will notify you if the complainant submits an appeal.
2. Once your suspension has been processed, you may not enter any Ohio State campus, facility, grounds, or sponsored event without the express permission of Student Conduct or the Vice President for Student Life. Permissions are granted on a limited basis.
 - a. Attending a **scheduled appointment** (you may not just “drop by”) with a Student Conduct staff member does not require the Vice President’s approval.
 - b. All other requests should be directed to Dr. Javaune Adams-Gaston, Vice President for Student Life.
 - i. To request permission to enter any Ohio State campus, facility, grounds, or sponsored event, send an email to Dr. Adams-Gaston and Dr. Matt Couch, Associate Dean of Students, and your hearing officer:
 - adams-gaston.1@osu.edu
 - couch.28@osu.edu
 - studentconduct@osu.edu
 - c. Violation of the terms of your suspension may result in additional sanctions as found in the Code of Student Conduct. For more information regarding which areas or events fall under this definition, please visit the online Code of Student Conduct. It is your responsibility to ensure that you comply with the terms of your suspension.
 - d. Suspensions are noted on your academic transcript.
3. If you are approaching the fee payment deadline for the term in which you would like to return to the University, and you suspect that your fees will be unpaid because of financial aid issues, please contact Student Conduct immediately.
4. Generally, unless your suspension requires a petition before reenrollment, if you have completed all sanctions, you will be able to register in the 12th week of the last semester you are suspended, so long as there are no other holds on your student account. However, you are still not permitted on campus until your ending suspension date has passed.

STUDENT CONDUCT APPEALS

Student Appeals

- A student or organization found to have violated the Code of Student Conduct has the right to appeal the original decision. **The appeal is not intended to re-hear or re-argue the same case, and is limited to the specific grounds outlined below.** The appeal must state the specific grounds for the appeal and should include all supporting documentation. The appeal must be postmarked or hand delivered to the appropriate appeal officer, or sent via email, **by the deadline provided in the decision letter**, which is usually five (5) working days after the date on which notice of the decision is sent to the student. Each student or organization shall be limited to one appeal. **The decision of the appeal officer is final.**
- In cases involving charges relating to sexual harassment as defined in applicable university policy, the victim may appeal the original decision. Such charges include, but are not limited to, sexual misconduct and stalking.
- A student who (or organization that) has accepted responsibility (Administrative Disposition) for violating the Code of Student Conduct waives the right to appeal, except on the basis that the disciplinary sanction is grossly disproportionate to the violation(s) committed.
- Each party shall be limited to one appeal. The decision of the appeal officer is final.

Grounds for appeal

An appeal may be based only upon one or more of the following grounds:

1. Procedural error that resulted in material harm or prejudice to the student (i.e., by preventing a fair, impartial, or proper hearing). Deviations from the designated procedures will not be a basis for sustaining an appeal unless material harm or prejudice results;
2. Discovery of substantial new evidence that was unavailable at the time of the hearing, and which reasonably could have affected the decision of the hearing body; or
3. Disciplinary sanction imposed is grossly disproportionate to the violation(s) committed, considering the relevant aggravating and/or mitigating factors.

Non-attendance by the accused student may not be the sole grounds for an appeal. Dissatisfaction with a decision is not grounds for appeal.

Appeal Procedure

1. Complete the Appeal Request Form, including signing the form.
2. If applicable, attach supporting documentation.
3. Turn in the signed form and any added documentation to Student Conduct by the deadline. Student Conduct will ensure that the appeal officer receives the appeal and the record of the case.
4. Students neither meet with nor make oral presentations to the appeal officer, except at the request of the appeal officer in order to obtain relevant information.
5. Students who do not submit their appeals by the date/time specified in their decision letter waive their opportunity to appeal.
6. Students who do not provide information concerning the basis of their appeal waive their opportunity to an appeal.

APPEAL REQUEST FORM

Name: _____ Student ID#: _____

Phone: _____ Email: _____

I am the: _____accused student _____victim in a sexual harassment/violence case

I am basing my appeal on one or more of the following reasons [If you check a basis, you must provide facts, documentation or perspective that supports your appeal. It is important to provide information that is as detailed and accurate as possible, so that the appeal officer can make an informed decision regarding the appeal. You may attach additional sheets as needed].

_____1. Procedural error that resulted in material harm or prejudice to the student (i.e. by preventing a fair, impartial, or proper hearing). Deviations from the designated procedures will not be a basis for sustaining an appeal unless material harm or prejudice results.

Please identify the procedural error(s) that took place and how the error(s) prevented a fair, impartial or proper hearing.

_____2. Discovery of substantial new evidence that was unavailable at the time of the hearing, and which reasonably could have affected the decision of the hearing body.

Please describe the new evidence and, if appropriate and possible, attach it to this appeal. Indicate why the information was not provided at the time of the hearing. Also indicate why the information is sufficient to alter the original decision in the case.

____3. Disciplinary sanction imposed is grossly disproportionate to the violation(s) committed, considering the relevant aggravating and/or mitigating circumstances.

Please explain how the sanction is grossly disproportionate to the violation (i.e. unreasonably harsh or light, given all of the relevant circumstances).

I certify that the information presented in my appeal is accurate, to the best of my knowledge. I understand that providing false information is a violation of the Code of Student Conduct and subject to disciplinary charges.

Signature _____ Date _____

For Student Conduct Staff:

Received by: _____ Time _____

Date Stamp:

Delivered to Appeal Officer

Date _____