

Case No: [REDACTED]

Organization Name: Omega Gamma

Charge Date: 2022-10-7

Hearing Date: October 19, 2022

- Incident report/complaint
- Notice of investigation/meeting request
- Notice of charges
- Outcome letter

The Ohio State University  
Hazing Incident Report

Submitted on September 11, 2022 at 10:05:25 am EDT

Nature **Hazing**  
Urgency **Normal**  
Incident Date and Time **2022-09-09 7:00 PM**  
Incident Location **On Campus Began on campus - continued off campus**

Reported by

Name: **anonymous EthicsPoint**  
Title:  
Email:  
Phone:  
Address: **[Authenticated as Kelly B. Smith (she/her)]**

Involved Organizations/Individuals

**Omega Gamma ()**

Alleged

██████████ ()

Alleged

████████████████████

Off Campus

██████████ ()

Alleged

████████████████████

Off Campus

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.

**An anonymous reporter submitted the following to EthicsPoint:**

**What is the general nature of this matter?**

**Students pledging Omega Gamma, a service fraternity, were led to an off campus house on a scavenger hunt that was part of an initiation ritual. The pledges' phones were taken away and they were told as a group they needed to drink 50 alcoholic drinks to get their phones back.**

**Where did this incident or violation occur?**

**This occurred on 9-9-22 around 7:00 pm at an off campus home. The formal initiation took place at a building on campus and then the pledges were taken on a scavenger hunt leading them to an off campus home.**

**Please provide the specific or approximate time this incident occurred:**

**Friday, Sept. 9, 2022 at approximately 7:00 pm**

**How long do you think this problem has been going on?**

**Don't know**

**How did you become aware of this violation?**

**Other**

**If other, how?**

**It was told to me by one of the pledges who fears being blacklisted by the organization if they report it.**

**Please identify any persons who have attempted to conceal this problem and the steps they took to conceal it:**

**I don't think anyone attempted to conceal it.**

**Details:**

**Students pledging Omega Gamma, a service fraternity, were led to an off campus house on a scavenger hunt that was part of an initiation ritual. This took place after the initiation ceremony at a building on campus. The pledges' phones were taken away and they were told as a group they needed to drink 50 alcoholic drinks to get their phones back. As Omega Gamma is an organization listed on the Student Organizations page of The Ohio State University web site it should not be coercing pledges drink alcohol. To my knowledge all of the pledges are underage.**

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

**No**

What is your desired outcome in making this report?

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?

If you have provided your name and contact, you may enter "n/a" if you prefer.

**n/a**

Have you reported this information to any of the following:

**I have not reported this or shared information about this with anyone else**

You may use this space to offer any other information you wish to share at this time.

**Per the Student Activities website -- [REDACTED] and the advisor is Kevin Passino.1 Engineering professor [REDACTED]**

Student Conduct strives to uphold the privacy wishes of those who submit reports. It is important to note that, in order to comply with federal, state and local laws, as well as Ohio State policies, Student Conduct may be required to share information from this report with other university employees, law enforcement, or any Ohio State students charged with violating the Code of Student Conduct. To better understand when and how Student Conduct shares information, please call 614-292-0748 and ask to speak with a staff member.

**I understand Student Conduct may be required to share information found in this report with other employees, law enforcement or students charged with violating the Code of Student Conduct based on an investigation initiated by this report.**

I have provided my name, phone number and email address so that I can verify elements of this report or respond to additional questions.

**I have provided my name and contact information.**

#### Attachments

case245ethicspointomegagamma20220911.doc

omegagammaattheohiostateuniversityfindastudentorganizationstudentactivities.pdf

*Pending IR #00065940*

*Submitted from 173.88.82.210 and routed to Kelly B. Smith (she/her) (Director). Processed by routing rule #68.*

*Copies to: reeb.47@osu.edu, records@osu.edu*

**The Ohio State University  
Hazing Incident Report**

*Submitted on September 11, 2022 at 10:05:25 am EDT. Last modified September 11, 2022 at 10:08:20 am EDT.*

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Alleged

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Off Campus

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September 12, 2022

Omega Gamma

Sent electronically to [REDACTED]

**PERSONAL AND CONFIDENTIAL**

Regarding Case Number: [REDACTED]

To [REDACTED] the members of Omega Gamma at The Ohio State University:

Student Conduct has received information that describes conduct by Omega Gamma on, or around, September 9, 2022. The report details concerns related to alleged hazing by the organization. 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 (L) Hazing. Doing, requiring or encouraging any act, whether or not the act is voluntarily agreed upon, in conjunction with initiation, 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. Failure to intervene, prevent, or report acts of hazing may constitute a violation of this section.
- 3335-23-04 (B1) Endangering behavior. Taking or threatening action that endangers the safety, physical or mental health, or life of any person, or creates a reasonable fear of such action.
- 3335-23-04 (I) Alcohol. Use, underage intoxication, production, distribution, sale, or possession of alcohol in a manner prohibited under law or applicable university policy or facility policy.

As a leader of the organization, you must email me at [latorre.11@osu.edu](mailto:latorre.11@osu.edu) **as soon as possible with your availability Tuesday, Wednesday and Thursday in order to** schedule a meeting no later than September 15, 2022. Failure to meet with me prior to September 15 at 5 p.m. may result in the need to issue an interim suspension until I'm able to acquire additional information. The purpose of this conference is twofold. At this meeting, I will explain our process for determining whether charges for violations are warranted, and will answer any questions you may have about the conduct process. We will talk about what happened, and you will be able to

identify any other individuals who may have information about the alleged incident. If you have any relevant materials, for example, your own written statement/internal investigation, text messages, photos, emails, etc., please email them to me at [latorre.11@osu.edu](mailto:latorre.11@osu.edu) before our meeting.

As part of the investigation, I am requesting a list of the names and contact information for:

- all current members
- all pledges and/or new members
- any pledges, new members or active members who have disaffiliated from the organization since January 1, 2022

Contact information must include:

- first and last name
- email address
- cell number
- local address
- officer/leadership position (if any)
- member status (new, initiated, disaffiliated, withdrew from the new member process)

**All materials must be submitted to me at [latorre.11@osu.edu](mailto:latorre.11@osu.edu) by Wednesday, September 14 by 12 p.m.**

**As a leader of the organization you are required to notify the entire membership of this matter. Please send one email with this letter as an attachment to all members of your organization and copy me on the email.**

Should any individuals wish to provide information to me regarding this investigation they are encouraged to email me at [latorre.11@osu.edu](mailto:latorre.11@osu.edu).

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. Student Life's Advocacy Center (<http://advocacy.osu.edu>) is unable to serve as an advisor, but upon request, they are able to provide information and assistance about the conduct process.

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 Responsibilities 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](mailto: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, or a representative from your organization, fail to meet with me prior to September 15, 2022 at 5 p.m., I may continue this investigation without your input. This could result in charges, which may lead to a hearing and sanctions if found in violation.

I look forward to speaking with you.

Sincerely,

A handwritten signature in black ink, appearing to read "N. La Torre". The signature is fluid and cursive, with a long horizontal stroke at the end.

Nicholas La Torre (he/him/his)  
Assistant Director

CC: [REDACTED]  
Advisor - Kevin Passino  
Associate Director Student Activities - Jen Pelletier



## Student Rights and Responsibilities

The Code of Student Conduct provides the procedures and definitions used to respond to complaints regarding students' behavior. Many of the rights and responsibilities found in the Code of Student Conduct are highlighted below. For a full review of all the rights and responsibilities given to students please refer to the Code of Student Conduct, which can be found at [www.studentconduct.osu.edu](http://www.studentconduct.osu.edu).

- Students shall receive written notice of university charges, through one of multiple methods of communication, including: in person; in a residence hall mailbox; by email to official university email address, which may then direct the student to view the notice in a secure website; by text message or other electronic communication; or by mail to a local or permanent address. **(3335-23-08-A)**
- Students are afforded the opportunity to meet with a university official following the notification of charges. **(3335-23-08-C)**
  - University staff members authorized to investigate complaints usually request a meeting with students prior to issuing charges.
  - Once charges are issued, students can request another meeting.
  - Students are strongly encouraged to meet with a university official.
- Students may choose to bring an advisor (i.e., support person) for support throughout the disciplinary process. **(3335-23-12-C)**
  - The advisor may be any person other than a witness.
  - The advisor may only counsel the student and may not actively participate in the process.
- Students are offered options for the resolution of charges. **(3335-23-08-D)**
  - Generally, students may choose between an administrative hearing or a hearing before the University Conduct Board to resolve charges other than those related to:
    - Academic Misconduct **(3335-23-04-A)**
    - Discrimination and harassment, including, but not limited to sexual misconduct, based on a protected class, prohibited by university policies 1.15 and 1.10, which can be found at <http://policies.osu.edu>. **(3335-23-02-C)**
  - NOTE: If students fail to respond to the initiation of charges and there is enough information to support finding a violation, the hearing officer may issue an administrative decision, as long as the sanctions do not include suspension or dismissal. **(3335-23-09)**
- An administrative decision allows the student to admit, in writing, to the violation(s), and serves as a request to have appropriate sanctions made by the hearing officer, rather than having charges referred to a hearing body. **(3335-23-09)**
  - In these cases, the student waives rights to a hearing and any procedural guarantees that come from taking part in a hearing.



- Students have the opportunity to request a separate hearing and choose either an administrative (with one university official) or board hearing, except under special circumstances. **(3335-23-10-C)**
  - Students will receive notice of the hearing at least 10 calendars prior to the hearing, including all charge(s), logistical information, and statement of student's rights. **(3335-23-11-C)**
    - The respondent may request to postpone the hearing for a reasonable cause, which must be made in writing and received by the person sending the hearing notification at least 2 business days in advance. Decisions on postponements are made at the discretion of the university. **(3335-23-11-D)**
  - Attendance at hearings, though not mandated is strongly encouraged, and also limited to, respondents and those directly involved or requested by the hearing body.
  - Students will be informed of witnesses invited to attend the hearing by the university, and will be able to invite relevant factual witnesses to attend. **(3335-23-12-D)**
    - The respondent will have the opportunity to ask questions of all witnesses.
  - A single record of the proceedings, consisting of written notes, audio recording, or another method determined by the hearing body will be made. This will remain the property of the university but will be made available to the respondent for review during the appeal period. **(3335-23-14)**
  - Students will only be found in violation if a preponderance of evidence supports the charges. **(3335-23-12-E)**
  
- Students found in violation of the code, or who accept responsibility for violating the code, will receive sanctions that should be commensurate with the violations found to have occurred. **(3335-23-17)**
  - A disciplinary sanction: a formal reprimand; disciplinary probation; suspension; or dismissal, will be given in addition to (in most cases) educational outcomes.
  
- Students found to have violated the code of student conduct have the right to appeal the original decision. **(3335-23-18)**
  - All appeals must be sent within five working days after the date on which notice of the decision was sent to the student, unless the deadline was extended in response to an extension request as described in 3335-23-18-A(2).
  - Students who accept responsibility through an administrative decision waive their right to appeal, except on the basis that the disciplinary sanction is grossly disproportionate to the violation(s) committed.
  - Students are limited to one appeal of a decision, and the decision of the appeal officer is final.
  - Information on how to submit an appeal, including grounds for appeal, will be included with communication following a decision from the appropriate hearing body.

October 7, 2022

Omega Gamma

Sent electronically to [REDACTED]

**PERSONAL AND CONFIDENTIAL**

Regarding Case Number: [REDACTED]

Dear [REDACTED] the members of The Ohio State Chapter of Omega Gamma,

I am writing to give you an update on your student organization's conduct case. I have concluded my investigation and determined there is reasonable cause to issue charges under the Code of Student Conduct. This does not mean your student organization has been found in violation of the charge(s) listed below.

Rather, as we move forward in the conduct process, this is your student organization's opportunity to choose a resolution option. Please review this email carefully, then select your student organization's resolution option no later than October 11, 2022.

**CHARGE AND PROCESS FORM**

Name: [REDACTED] members of The Ohio State Chapter of Omega Gamma

Email: [REDACTED]

I. Charge(s): It is alleged that on or around September 9, 2022, The Ohio State Chapter of Omega Gamma violated the following sections of the Code of Student Conduct by engaging/or attempting to engage in conduct, that includes, but is not limited to:

- Following the initiation ceremony, new members of Omega Gamma were required and/or encouraged to engage in activities, regardless if the act was voluntarily agreed upon, that created or could have created a substantial risk of causing mental or physical harm or humiliation. These activities included completing a scavenger hunt where new members were asked to forfeit their personal mobile devices. The scavenger hunt concluded at an after-initiation party where new members were required and/or encouraged to consume a "tower of beer." The alcohol tower was specifically set up for new members as a challenge to complete before entering the after-party.

which is prohibited by the following section(s) of the Code of Student Conduct:

- 3335-23-04 (L) Hazing. Doing, requiring or encouraging any act, whether or not the act is voluntarily agreed upon, in conjunction with initiation, 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. Failure to intervene, prevent, or report acts of hazing may constitute a violation of this section.
- 3335-23-04 (I) Alcohol. Use, underage intoxication, production, distribution, sale, or possession of alcohol in a manner prohibited under law or applicable university policy or facility policy.

### **Possible Sanctions:**

Violations of the Code of Student Conduct may result in one or more sanctions, including educational opportunities to support your student organization's educational growth and development. Sanctions may also include a formal reprimand or disciplinary probation. For serious cases or repeated violations, sanctions could include suspension or revocation of your registered student organization status.

### **Resolution Options**

#### ***Our student organization takes responsibility for the charge(s):***

- Option 1 - **Administrative Decision**

#### ***Our student organization requests a hearing to resolve the charge(s):***

- Option 2 - **Administrative Hearing** before a university hearing officer. These hearings can be scheduled on any business day.
- Option 3 - **University Conduct Board Hearing** before a board of students, staff, and faculty. These hearings are scheduled on Mondays and Fridays.

### **Next Steps**

Please select your student organization's resolution option no later than October 11, 2022.

I have received notice of the charges. I will return this form by email to [latorre.11@osu.edu](mailto:latorre.11@osu.edu) by **October 11, 2022** at 4:30 p.m. *Failure to respond to this letter may result in Student Conduct issuing an administrative decision pursuant to section 3335-23-09 of the Code of Student Conduct or scheduling an administrative hearing to*

*resolve the charge(s)*. I understand that if I do not return the form, it may result in Student Conduct issuing an administrative decision pursuant to section 3335-23-09 of the Code of Student Conduct or scheduling an administrative hearing to resolve the charges.

[Redacted]

Date: \_\_\_\_\_

Acknowledgements

[Redacted]

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Omega Gamma Advisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If your student organization has any questions, please email me at [latorre.11@osu.edu](mailto:latorre.11@osu.edu) or call Student Conduct at 614-292-0748 between 8 a.m. and 5 p.m. (ET) Monday through Friday.

Sincerely,



Nicholas La Torre (he/him/his)  
Assistant Director

*I am committed to respecting gender diversity; my pronouns can be found in my signature, please feel free to tell me yours.*

October 19, 2022

██████████ Omega Gamma

Sent electronically to ██████████

**PERSONAL AND CONFIDENTIAL**

Regarding Case Number: ██████████

Dear ██████████ members of Omega Gamma

I am writing to provide Omega Gamma with its outcome in this case. Your organization accepted responsibility for the following violations of the Code of Student Conduct:

1. **3335-23-04 (L) Hazing.** Doing, requiring or encouraging any act, whether or not the act is voluntarily agreed upon, in conjunction with initiation, 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. Failure to intervene, prevent, or report acts of hazing may constitute a violation of this section.
2. **3335-23-04 (I) Alcohol.** Use, underage intoxication, production, distribution, sale, or possession of alcohol in a manner prohibited under law or applicable university policy or facility policy.

Specifically, the September 9, 2022, event following formal initiation that created, or could have created, a substantial risk of causing mental or physical harm, humiliation, and/or sleep deprivation. Activities included, but are not limited to:

- a tower of provided alcohol that new members were to finish before entering the event
- scavenger hunt where new members' phones were taken

**Sanction Consideration**

I considered the following factors in determining appropriate sanctions:

- the cooperation and engagement of the organization and its members
- the willingness to address cultural changes necessary for the organization

## Outcome

### **Disciplinary Probation**

Your student organization is on probation effective immediately through **December 17, 2023**. Probation is a heightened state of warning that does not otherwise control or direct your student organization's functioning. Even after your student organization's probation period ends, we would consider your organization's disciplinary history when considering sanctions for future violations.

### **BuckeyeLearn Anti-Hazing Training**

All members (100%) must complete the online BuckeyeLearn training titled Collin's Law Anti-Hazing. The training must be completed no later than **November 23, 2022**. The training is available using the following links:

<https://go.osu.edu/stophazing>

<https://go.osu.edu/stophazingaccessible> - accessible version of the training

The president must delegate the responsibility for tracking and documenting the completion of the training to another officer/executive board member. That officer/member will email instructions that include an internal deadline to complete training that provides sufficient time for members to send the delegated officer/member a copy of their completion certificate PDF. The delegated officer/member will compile the PDFs in alphabetical order and combine them into one document with a roster confirming 100% completion. The delegated member/officer will email that document to [latorre.11@osu.edu](mailto:latorre.11@osu.edu) before **4:30 p.m. on November 23, 2022**.

***The BuckeyeLearn training must be completed before work on your organization/new member plan can commence.***

### **Organization Review**

Your organization will review and revise its structure and governance with a focus on mission, vision, values, and membership obligations in collaboration with Brooke Olson, Assistant Director of Student Activities. The goal is to produce an organization plan that creates an extraordinary new member experience and aligns with the original intent of Omega Gamma as an inclusive mental health organization.

You will identify the purpose of the organization (e.g., goals, experiences, learning outcomes) and evaluate how you can enhance the experience with your new member process. You will decide whether restricted membership best aligns with these goals or if a more inclusive membership model is better suited for your goals. You will also identify high-risk portions of the process (events following formal initiation). This will also include a discussion about your current advisor's and ability to provide additional time

and attention to your organization. You should specifically address whether to change or add advisors.

I expect you to incorporate and address all applicable risk management requirements in your plan. You will develop a plan that aligns the process with your intended purpose, while reducing the opportunities for high-risk situations to derail that purpose. Your plan should identify potential risks and provide alternatives or guardrails to avoid or mitigate those risks. For example, you might identify a particular time period during the new membership process in which hazing has or could occur and plan to mitigate that risk by limiting organization events to only those that occur on campus and are open to all members equally. Another example could involve addressing alcohol use. Understanding your organization's mission, you could determine that offering only dry or sober events and activities aligns better with its values, thus removing the risk of alcohol use entirely.

Prior to implementing, and no later than **4 p.m. on December 1, 2022**, you will email me at [latorre.11@osu.edu](mailto:latorre.11@osu.edu) a copy of the plan. We will hold a follow-up meeting to discuss your review and proposed plan prior to its implementation so that I may provide feedback. During the implementation of your new plan, you are to observe and reflect on the process to be able to articulate what you have learned from the experience and areas you would like to improve in the future.

### **Student Conduct Meeting**

After the creation of the revised organization plan, the organization president, or designee, and individual(s) in charge of planning/implementing the new member process, need to schedule and hold a meeting with Student Conduct. During this meeting, we will discuss:

- the implementation of the changes proposed
- the efficacy of the revised organization and what you have learned through implementing the changes
- continued learning and implementation for future recruitment cycles

This meeting must be scheduled and held by **December 16, 2022**.

### **Education Presentation**

The organization will provide an educational presentation to the organization reflective of the changes made through the organization review. This presentation must also include the organization's advisor (current or newly chosen). The organization is responsible for scheduling the presentation based on the presenter/advisor's availability, meeting logistics, and organization attendance. The presenters must be someone affiliated with the organization or approved by Student Conduct. Your organization must have 75% of its members present for each presentation.



The presentation must be completed no later than **January 31, 2023**. After the presentation, you will create a summary of the presentation and the dialogue your members had around the topic area. An organization advisor must be present at the presentation and sign off to approve your summary. Please attach a sign-in sheet to the summary to document that a minimum of 75% of your organization members were present. You may email this summary to [latorre.11@osu.edu](mailto:latorre.11@osu.edu).

### **Summary of dates**

Mara, the sanctions proposed may require significant coordination by you and other leaders in the organization. This may require adjusting sanctions and due dates. We are invested in your organization successfully completing all the requirements found in this letter. I encourage you to communicate with me frequently about your organization's progress. I can provide clarity regarding expectations and offer modifications and extensions if necessary.

Here is a summary of important dates found in this outcome:

- **November 23, 2022** – BuckeyeLearn training with 100% completion
- **December 1, 2022** – Organization Review and Plan due
- **December 16, 2022** – Meeting with Student Conduct deadline
- **January 31, 2023** – Presentation to organization/advisor due
- **December 17, 2023** – Probation ends

### **Requests for Extensions and Modifications**

Any request for an extension or a modification of any outcome must come from the organization president to [latorre.11@osu.edu](mailto:latorre.11@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 on all sanction items. That address is [studentconduct@osu.edu](mailto:studentconduct@osu.edu).

### **Appeal Information**

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 through the online form](#) no later than **4 p.m. (ET) on October 26, 2022**. You can learn more about the [appeal process](#) on our website. If you do not submit an appeal, this decision will be effective at the end of your appeal period. If you have any further questions, call 614-292-0748 prior to the expiration of your appeal period.

I encourage you to explore the [resources](#) available to support you through the process (PDF attached).

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

Sincerely,

A handwritten signature in black ink, appearing to read 'N. La Torre'.

Nicholas La Torre (he/him/his)  
Assistant Director

CC: Associate Director Student Activities - Jen Pelletier  
Assistant Director Student Activities - Brooke Olson



# Authorization to Release Information

The Family Educational Rights and Privacy Act (FERPA) protects student confidentiality by placing certain restrictions on the disclosure of information contained in a student's educational records. By signing this form, you agree that university personnel may provide information from your educational records as indicated below.

Name of Student: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

## Release:

**I, the undersigned, authorize The Ohio State University to release the following educational records and/or any information contained therein.**

Initial next to the below release statement(s):

\_\_\_\_\_ All conduct case history

\_\_\_\_\_ Information pertaining to this conduct case only [Case Number: \_\_\_\_\_ ]

\_\_\_\_\_ All records

\_\_\_\_\_ Other \_\_\_\_\_

Name and relationship with person releasing information to (i.e., advisor, parent, friend, attorney):

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

This person will serve as my advisor      YES              NO

## Information:

I understand and acknowledge that: (1) I have the right not to consent to the release of my education records; and (2) this consent shall remain in effect until revoked by me, in writing, and delivered to The Ohio State University, but that any such revocation shall not affect disclosures made prior to the receipt of any such written revocation.

## Signature:

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

When a respondent would like to appeal the decision of a hearing body, the below procedures are followed.

## GROUNDS FOR APPEAL

A respondent may appeal the original decision of a hearing body. An appeal is not an opportunity to “re-argue” the case. The appeal must be based on the grounds provided in the Code, which are listed below.

**Note:** Respondents who accepted responsibility through an Administrative Decision may only appeal on the grounds that the sanctions are grossly disproportionate to the violation(s) committed.

### PROCEDURAL ERROR

Procedural error that resulted in material harm or prejudice to the respondent (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.

### SUBSTANTIAL NEW EVIDENCE

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.

### GROSSLY DISPROPORTIONATE SANCTIONS

Disciplinary sanctions imposed are grossly disproportionate to the violation(s) committed, considering the relevant aggravating or mitigating factors.

The respondent may not appeal the decision based solely on the grounds that the respondent was not in attendance before the hearing body or that the respondent is dissatisfied with the decision.

## HOW TO APPEAL

### COMPLETE FORM

Complete and submit the Appeal Request Form found at [go.osu.edu/appeals](http://go.osu.edu/appeals) before the deadline provided in the outcome letter. The respondent is limited to submitting one appeal.

The respondent waives their right to appeal if they fail to submit their appeal by the stated deadline in the decision letter or fail to provide information concerning the basis for their appeal.

### REVIEW OF APPEAL

The appeal officer will decide the appeal based upon a review of the record and supporting documents.

## FINAL DECISION

The appeal officer will send notice of their final decision, which could include the following outcomes:

### UPHOLD

The appeal officer may uphold the original decision and/or sanction(s).

### REMAND OR REFER

The appeal officer may remand the case to the original hearing body to consider a specific issue as directed by the appeal officer, or the appeal officer may refer the case to a new hearing body to be reheard.

### MODIFY OR REDUCE

The appeal officer may modify or reduce the sanction(s).

### DISMISS AND VACATE

The appeal officer may dismiss the respondent’s case or individual charge(s) and vacate any portion or all of the sanction(s).



As you navigate our student conduct process, we encourage you to review the information and resources below.



### CODE OF STUDENT CONDUCT

The Code of Student Conduct, a part of the Ohio Administrative Code, is established to foster and protect the core missions of the university; to foster the scholarly and civic development of the university's students in a safe and secure learning environment, and to protect the people, properties and processes that support the university and its missions. A current version can be found at [studentconduct.osu.edu](http://studentconduct.osu.edu).



### STATEMENT OF STUDENT RIGHTS AND RESPONSIBILITIES

Students will find information about their rights and responsibilities through the student conduct process within the Statement of Student Rights and Responsibilities. A current version can be found at [studentconduct.osu.edu](http://studentconduct.osu.edu).



### ADVISOR

The student conduct process is not intended to be confrontational or adversarial. It is understandable, though, that students may be nervous. Students are welcome to bring an advisor or support person to any meetings if they would find that helpful. An advisor can be anyone of your choosing **other than someone involved in the reported incident**. Because federal law requires us to keep educational records confidential and because we respect our student's privacy, we will need written permission to allow an advisor's participation. Permission can be provided using the *Authorization to Release Information* form. The form and additional information about advisors can be found on [studentconduct.osu.edu](http://studentconduct.osu.edu).



### ACCOMMODATIONS

Should a student need an accommodation during the student conduct process based on the impact of a disability, please contact the university's ADA Coordinator's office at 614-292-6207 (voice), 614-688-8605 (TTY), [ada-osu@osu.edu](mailto:ada-osu@osu.edu), or visit [ada.osu.edu](http://ada.osu.edu). If you need more time to seek accommodations, contact your hearing officer.



### RELEVANT MATERIALS

If you have relevant materials, for example, your own written statement, text messages, photos, emails, etc., that you would like to share as part of your conduct process, please email any documentation to your hearing officer. If a student has multiple images they would like to submit, a template can be found at [studentconduct.osu.edu](http://studentconduct.osu.edu).



### STUDENT ADVOCACY CENTER

The Student Advocacy Center is committed to helping students navigate Ohio State's structure and to resolving issues that they encounter at the university. Their purpose is to empower students to overcome obstacles to their growth both inside and outside the classroom. Visit [advocacy.osu.edu](http://advocacy.osu.edu) or call 614-292-1111 (voice) for more information.



### STUDENT LEGAL SERVICES

Student Legal Services at The Ohio State University (SLS) is a non-profit law office that contracts with Ohio State to provide legal services to eligible Ohio State students. If you were cited by law enforcement, SLS can represent you in Franklin County Municipal Court. If you were cited outside of Franklin County, SLS will provide advice and referral. SLS cannot represent you in the student conduct process. For more information about SLS services, eligibility, or to schedule an appointment visit [studentlegal.osu.edu](http://studentlegal.osu.edu) or call 614-247-5853 (voice). SLS services are confidential.



### COUNSELING AND CONSULTATION SERVICE

CCS provides individual and group mental health services, psychoeducational prevention, and outreach programming to currently enrolled undergraduate, graduate and professional students. To schedule a phone screening, meet with a counselor, or for a list of drop-in sessions, visit [ccs.osu.edu](http://ccs.osu.edu).



### PUBLIC SAFETY

The Department of Public Safety is committed to protecting the general welfare of the university community and surrounding campus area. To report a crime, register for public safety alerts, learn more about safety programs available to students, or access other public safety resources, visit [dps.osu.edu](http://dps.osu.edu).

# OFFICE OF STUDENT LIFE STUDENT CONDUCT

## Statement of Student Rights and Responsibilities

The Code of Student Conduct provides the definitions and procedures used to respond to complaints regarding student behavior. Many of the rights and responsibilities found in the Code of Student Conduct are highlighted below. To learn more about student rights and responsibilities, refer to the Code of Student Conduct at [studentconduct.osu.edu](http://studentconduct.osu.edu).

**3335-23-08-A:** Students shall receive written notice of university charges, through one of multiple methods of communication, including: in person; in a residence hall mailbox; by email to official university email address, which may then direct the student to view the notice in a secure website; by text message or other electronic communication; or by mail to a local or permanent address.

**3335-23-08-C:** Students are afforded the opportunity to meet with a university official following the notification of charges.

- University staff members authorized to investigate complaints usually request a meeting with students prior to issuing charges.
- Once charges are issued, students can request another meeting.
- Students are strongly encouraged to meet with a university official.

**3335-23-12-C:** Students may choose to bring an advisor (i.e., support person) for support throughout the disciplinary process.

- The advisor may be any person other than a witness.
- The advisor may only counsel the student and may not actively participate in the process.

**3335-23-08-D:** Students are offered options for the resolution of charges.

- Generally, and in accordance with and as provided by Ohio law and the Code of Student Conduct, students may choose between an administrative hearing or a hearing before the University Conduct Board to resolve charges other than those related to:
  - ◊ **3335-23-04-A:** Academic Misconduct
  - ◊ **3335-23-02-C:** Discrimination and harassment, including, but not limited to sexual misconduct, based on a protected class, prohibited by university policies 1.15 and 1.10, which can be found on [policies.osu.edu](http://policies.osu.edu).
- **3335-23-09:** NOTE - If students fail to respond to the initiation of charges and there is enough information to support finding a violation, the hearing officer may issue an administrative decision, as long as the sanctions do not include suspension or dismissal.

**3335-23-09:** An administrative decision allows the student to admit, in writing, to the violation(s), and serves as a request to have appropriate sanctions made by the hearing officer, rather than having charges referred to a hearing body.

- In these cases, the student waives rights to a hearing and any procedural guarantees that come from taking part in a hearing.

**3335-23-10-C:** In accordance with and as provided by Ohio law and the Code of Student Conduct, students have the opportunity to request a separate hearing and choose either an administrative (with one university official) or board hearing, except under special circumstances.

- **3335-23-11-C:** Students will receive notice of the hearing at least 10 calendars prior to the hearing, including all charge(s), logistical information, and statement of student's rights.

◊ **3335-23-11-D:** The respondent may request to postpone the hearing for a reasonable cause, which must be made in writing and received by the person sending the hearing notification at least 2 business days in advance. Decisions on postponements are made at the discretion of the university.

- Attendance at hearings, though not mandated, is strongly encouraged and also limited to respondents and those directly involved or requested by the hearing body.
- **3335-23-12-D:** Students will be informed of witnesses invited to attend the hearing by the university and will be able to invite relevant factual witnesses to attend.

◊ The respondent will have the opportunity to ask questions of all witnesses.

- **3335-23-14:** A single record of the proceedings, consisting of written notes, audio recording, or another method determined by the hearing body, will be made. This will remain the property of the university but will be made available to the respondent for review during the appeal period.
- **3335-23-12-E:** Students will only be found in violation if a preponderance of evidence supports the charges.

**3335-23-17:** Students found in violation of the code, or who accept responsibility for violating the code, will receive sanctions that should be commensurate with the violations found to have occurred.

- A disciplinary sanction: a formal reprimand, disciplinary probation, suspension, or dismissal will be given in addition to (in most cases) educational outcomes.

**3335-23-18:** Students found to have violated the Code of Student Conduct have the right to appeal the original decision.

- All appeals must be sent within five working days after the date on which notice of the decision was sent to the student, unless the deadline was extended in response to an extension request as described in 3335-23-18-A(2).
- Students who accept responsibility through an administrative decision waive their right to appeal except on the basis that the disciplinary sanction is grossly disproportionate to the violation(s) committed.
- Students are limited to one appeal of a decision, and the decision of the appeal officer is final.
- Information on how to submit an appeal, including grounds for appeal, will be included with communication following a decision from the appropriate hearing body.