

February 22, 2021

Ohio Gamma Sigma Phi Epsilon
Sent electronically to [REDACTED]

PERSONAL AND CONFIDENTIAL

Regarding Case Number: [REDACTED]

Dear [REDACTED] and the members of the Ohio Gamma chapter of Sigma Phi Epsilon:

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 and select your resolution option. We can usually schedule an Administrative Hearing on any business day. The University Conduct Board hears cases on Mondays and Fridays. If you select a hearing before the University Conduct Board, please indicate which of the available hearing days/start times you prefer. Upon request, we can provide an excuse letter for employers and instructors.

Once you have completed the form electronically or by hand, email it to anderson.3443@osu.edu. This form is due by 4:30 p.m. on February 22, 2021. Failure to return this form 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.

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/>.

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.

Please call our office at 614-292-0748 between 8:00 a.m. and 5:00 p.m. Monday through Friday, or email me if you have questions.

Sincerely,

EmmaAnderson

Emma Anderson
Student Conduct Case Manager

CC: Sigma Phi Epsilon Chapter Services Director- Matt Dutcher

PERSONAL AND CONFIDENTIAL

Regarding Case Number: [REDACTED]

CHARGE AND PROCESS FORM

Name: [REDACTED] and the members of the Ohio Gamma chapter of Sigma Phi Epsilon

Email: [REDACTED]

I. Charge(s): It is alleged that on February 6, 2021, the Ohio Gamma chapter of Sigma Phi Epsilon violated the following sections of the Code of Student Conduct:

- 3335-23-04 (G) Failure to Comply with University or Civil Authority. Failure to comply with legitimate directives of authorized university officials, law enforcement or emergency personnel, identified as such, in the performance of their duties, including failure to identify oneself when so requested; or violation of the terms of a disciplinary sanction.
- 3335-23-04 (N) Violation of university rules or federal, state, and local laws. Violation of other published university rules, policies, standards, and/or guidelines, or violations of behavior that could violate federal, state, or local law. These university rules, policies, standards, or guidelines include, but are not limited to, those which prohibit the misuse of computing resources, rules for student groups or organizations, and residence hall rules and regulations.

by engaging/or attempting to engage in conduct, that includes, but is not limited to:

On February 6, 2021, the Ohio Gamma chapter of Sigma Phi Epsilon participated in a large event/gathering of at least 20 people at an off-campus residence. The chapter failed to abide by the Buckeye Pledge and applicable health orders/directives including, but not limited to, the lack of physical distancing, participating an event/party of greater than ten (10) individuals, and/or no face masks being worn to limit the spread of COVID-19.

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

X On behalf of the Ohio Gamma chapter of Sigma Phi Epsilon 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.**

_____ On behalf of the Ohio Gamma chapter of Sigma Phi Epsilon 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.**

_____ On behalf of the Ohio Gamma chapter of Sigma Phi Epsilon 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. The preferred hearing day/times for the organization are:**

_____ **Mondays starting at 9:00 a.m.**

_____ **Mondays starting at 1:00 p.m.**

_____ **Fridays starting at 9:00 a.m.**

_____ **Fridays starting at 1:00 p.m.**

III. Possible Sanctions: If you are found in violation, please understand that the Ohio Gamma chapter may be subject to a formal reprimand, disciplinary probation, deferred revocation of registration, dismissal, or any other sanction and/or combination of sanctions in the Code of Student Conduct.

I have received notice of the charges. I will return this form by email to anderson.3443@osu.edu by **February 24, 2021** at 4:30 p.m. 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.

Sigma Phi Epsilon _____
Date: Feb 22, 2021 _____

Acknowledgements

Sigma Phi Epsilon Executive Board Member Signature: _____
Date: Feb 22, 2021 _____

Sigma Phi Epsilon Advisor Signature: Kathryn Butler
Kathryn Butler (Feb 22, 2021 18:03 EST) _____
Date: Feb 22, 2021 _____