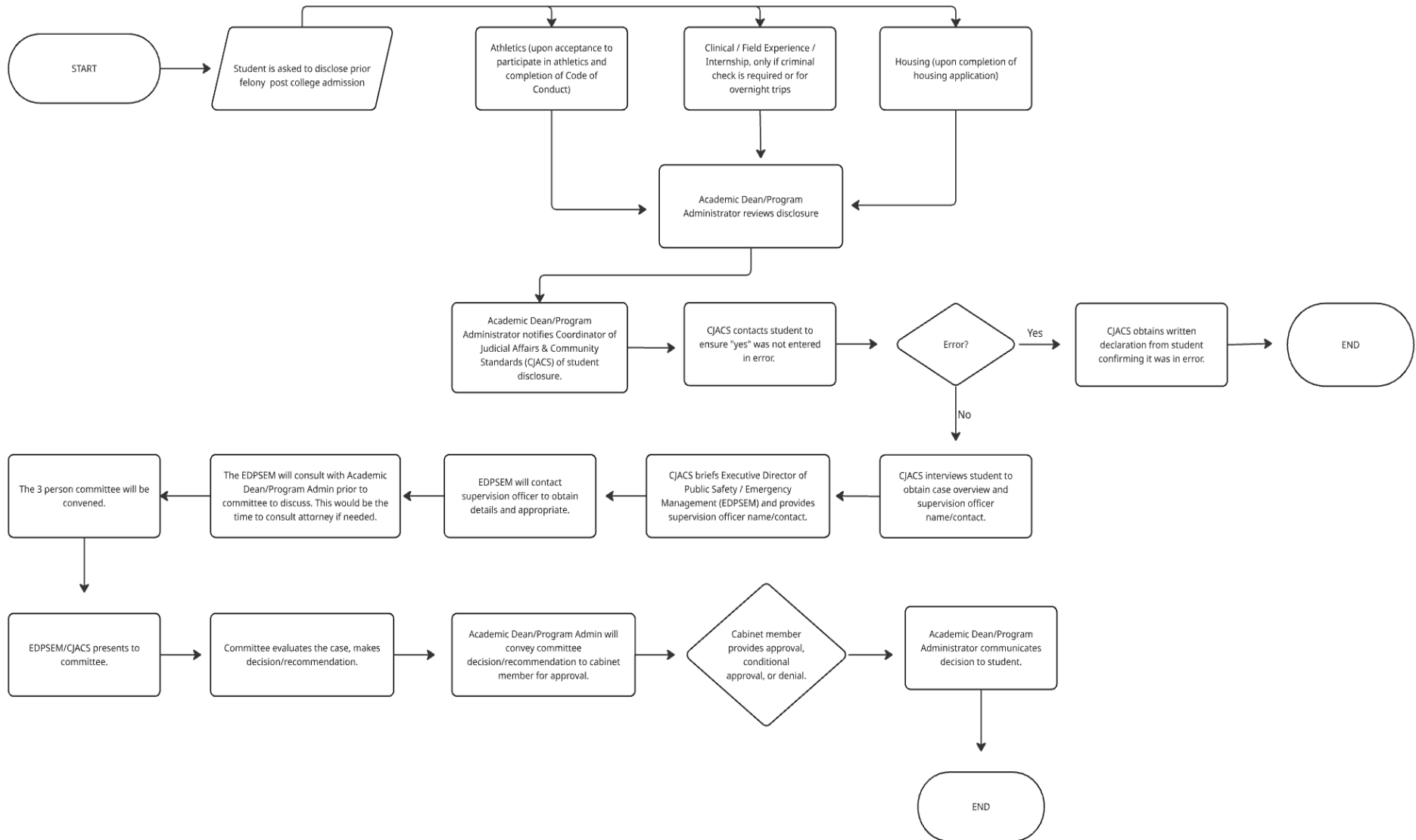


Admission of Person with Prior Felony Charges Committee Flowchart

Figure 1. Admission of Person with Prior Felony Charges Committee Flowchart



Admission of Person with Prior Felony Charges Committee Flowchart (Figure 1)

1. Student is asked to disclose prior felony post college admission
2. For Athletics (student discloses prior felony upon acceptance to participate in athletics and completion of Code of Conduct)
3. For Clinical / Field Experience / Internship (student discloses prior felony only if criminal check is required or for overnight trips)
4. For Housing (student discloses prior felony upon completion of housing application)
5. Upon student disclosure, academic dean/program administrator reviews disclosure
6. Academic dean/program administrator notifies Coordinator of Judicial Affairs & Community Standards (CJACS) of student disclosure.
7. CJACS contacts student to ensure "yes" was not entered in error.
8. If it was entered in error, CJACS obtains written declaration from student confirming it was in error, process ENDS.
9. If not entered in error, CJACS interviews student to obtain case overview and supervision officer name/contact.
10. CJACS briefs Executive Director of Public Safety / Emergency Management (EDPSEM) and provides supervision officer name/contact.
11. EDPSEM will contact supervision officer to obtain details and appropriate.
12. The EDPSEM will consult with academic dean/program admin prior to committee to discuss. This would be the time to consult attorney if needed.
13. The 3-person committee will be convened.
14. EDPSEM/CJACS presents to committee.
15. Committee evaluates the case, makes decision/recommendation and communicates to academic dean/program administrator.
16. Academic dean/program admin will convey committee decision/recommendation to cabinet member for approval.
17. Cabinet member provides approval, conditional approval, or denial.
18. Academic dean/program administrator communicates decision to student.
19. END of process