



## **Procedure for Disciplinary Action/Student Grievance** (As outlined in 2022-23 Student Handbook section 8)

### **8.1 Procedure for Disciplinary Action and/or Dismissal of a Student**

Upon enrollment, a student assumes an obligation to conduct him/herself in a manner compatible with the seminary's function as a Christian educational institution preparing persons for ministry, and to act in a manner which supports this function. Students must exemplify the character, personality, spirituality and leadership ability essential to serving effectively in the Christian ministry. Any student who, in the judgment of any faculty member or administrative officer, violates this standard shall be subject to such disciplinary action as may be determined by the faculty, including dismissal. In any proposed discipline or dismissal for non-academic reasons, the student shall first meet with the Dean. If resolution is not reached, the student shall be provided an opportunity for a hearing with the Guidance Committee (a committee of faculty and students, appointed by the Dean). The student shall have the right to present evidence, confront adverse witnesses, and be represented by counsel. A record of such hearing shall be made and kept by the faculty, and shall be available for inspection by the student. The student shall furthermore have the right to appeal any committee decision to the whole faculty by written petition within 10 days after the committee decision. The full faculty shall have authority to confirm, reverse or modify the decision upon a review of the record of the hearing before the Guidance Committee, such review to be no later than 30 days after the filing of the petition for appeal. During this appeal procedure the student shall retain all rights and privileges as a student unless the faculty determines that immediate dismissal of the student is in the best interests of the Seminary. The decision of the faculty in regard to the appeal is final. All transactions and decisions of the institution, whether administrative or by the Board of Trustees are of public record. They are available for review upon written request and by appointment.

### **8.2 Grievance Procedure (Grievance procedures in the event of alleged discrimination under Title IX, Section 504)**

When a student feels he/she has a grievance, he/she shall within 30 days of occurrence first attempt to resolve it by either or both of the following actions: a) confer with the person against whom he/she has the grievance; b) confer with the Dean. If resolution is not reached in the above manner, then the student shall be provided the opportunity for a hearing with the Grievance Committee. The Grievance Committee shall be comprised of: a) two students selected by the Student Council; b) two faculty members selected by the Dean; and c) one person selected by the President of the Seminary. (Committee members shall select one of their own members as chairperson.) Within thirty days of the aggrieved student's request a Grievance Committee shall be constituted and shall meet. The student who brings the grievance

shall have the right to present evidence, confront adverse witnesses, and be represented by counsel. A record of such hearing shall be made and kept by the Seminary and shall be available for inspection by the student. The committee shall inform the student in writing of their decision with seven days from the date of the hearing, and the student shall have the right to appeal any committee decision to the President by written petition within ten days after the committee decision. The President of the Seminary may dismiss the charge, reduce the committee's sanctions, or act on the committee's recommendations (adopted April 16, 1985).