

**Form VI.F.3.: Notice
of Discipline Committee Hearing**



When a student (“Respondent”) entitled to a hearing before the Discipline Committee requests such a hearing, the Chief Conduct Officer shall send this completed form or a written communication containing equivalent information should be sent to the following: (1) the Respondent; (2) the college president for the college to provide the Discipline Committee for the hearing (contact the Office of the General Counsel for the appropriate college); (3) the Chief Conduct Officer’s college president; and (4) the Office of the General Counsel. If the hearing will be a joint hearing, list all Respondents. Include with this form the Forms VI.F.2. and VI.F.1. related to the hearing.

Respondent Name(s): _____

LSC college to provide Discipline Committee: _____

Chief Conduct Officer whose decision will be reviewed: _____

Hearing Date: _____ Hearing Time: _____ Central Time

Hearing Location: _____

All hearing participants should arrive at least 15 minutes early on the date of the hearing. The hearing will be conducted according to the policies found in the Lone Star College Board Policy Manual Section VI.F. and Procedures adopted thereunder. A copy of these policies and procedures are attached hereto.



**Form VI.F.4.: Decision
of Discipline Committee**

Discipline Committees should use this form to record their decisions according to Section VI.F. of the Policy Manual and the procedures adopted thereunder. This decision must be signed by at least three members of the Discipline Committee who attended the hearing for this matter.¹ The Chief Conduct Officer’s decision (Form VI.F.2.) that preceded the hearing should be attached to this form.

Decision

Based on the evidence presented at the hearing, we find that _____
(Respondent) **did** or **did not** engage in the following non-academic misconduct:

Recommended Sanction (if applicable)

We recommend that Respondent receive the following sanction for non-academic misconduct:

Expulsion; Suspension for up to _____ weeks from _____ college(s) or _____ all colleges, including centers, workforce, and online courses; or

_____ Other sanction: _____

This decision represents our best judgment regarding the subject matter of the hearing.

Printed Name	Signature	Date

¹ Student committee members are not required to sign this Form. They may document their agreement or disagreement with the committee’s decision verbally to the other committee members.



Form VI.F.7.: Discipline Agreement

At any time, the College may choose to enter into an agreement to impose certain sanctions in exchange for a student admitting that he or she engaged in non-academic misconduct. Any such agreement must be in writing, signed by the Chief Conduct Officer and the student, and should use this form or contain substantially similar information.

Student's Admission

I unconditionally admit to having engaged in the following non-academic misconduct:

Printed Name	LSC ID No.	Signature	Date
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Chief Conduct Officer's Judgment

I impose the following sanction on the student for the admitted non-academic misconduct:

The imposed sanction represents my best judgment of what is an appropriate sanction, considering all applicable facts and circumstances.

Printed Name	Signature	Date
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