



BENTLEY
UNIVERSITY

Office of Student Conduct Annual Report 2020-2021 Academic Year

Produced by the Office of Student Conduct Team





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Letter from the Director

Dear Bentley University Community Members,

Supporting Bentley's mission to "...provide students with the critical thinking and practical skills to help them collaborate effectively, communicate clearly and lead successful, rewarding careers...", the Office of Student Conduct provides leadership for the student conduct process through preventative education, training, and conversations centered around self-accountability. The Bentley University conduct system is designed to address student behavior, provide proactive initiatives, support a safe and stimulating campus climate, and educate students via individual meetings, group meetings, board hearings, as well as through the delivery of holistic sanctioning.

This annual report describes the depth and breadth of our involvement in the campus community throughout the 2020-2021 Academic Year. During an unprecedented time for the world at large due to the Covid-19 Pandemic, the Bentley community adapted its policies and procedures to be in alignment with best practice and guidance from the CDC, as well as from the State of Massachusetts Department of Public Health and Governor of Massachusetts. Bentley University aimed to deliver its mission while protecting the health and safety of our students and minimizing the potential spread of disease within our community. The 2019 Novel Coronavirus undoubtedly impacted the student living and learning experience as Bentley University continued to make public health-informed decisions. As a result, student behavior showed up within Bentley's community through a variety of ways different from traditional student conduct, as illustrated through the statistical data provided. By and large, the overarching Endangering Health & Safety policy was applied to any behavior deemed to cause risk or harm to oneself, another individual, or the community as a whole.

The statistical and assessment summaries provide detailed narratives about the impact our process has on the Bentley community. This data will allow us to make data-driven decisions when evaluating improvements and enhancements to the process and resources available within the Office of Student Conduct. For future initiatives, we hope to utilize more members of the Bentley community through our Student Conduct Board, which offer students who have been charged with violating a policy a platform to be heard, and if appropriate, sanctioned by their peers, staff, and faculty through a fair hearing process. Additionally, adding a group of Student Conduct Assistants (SCAs) has been and will continue to be an asset to ensuring that student voice is represented in the process that's in place to help a student "...identify the behavior they engaged in, examine the impact and consequences of their behavior, and recognize their personal responsibility in their actions and behavior."

Thank you for taking the time to read this report. If you have any questions about this report or about the Office of Student Conduct, please do not hesitate to contact us as GA_StudentConduct@bentley.edu. We look forward to opening another academic year with the Falcon Family.

Sincerely,

Liz Humphries
Director of Student Conduct & Title IX Coordinator



About the Office of Student Conduct

Mission

The Bentley University conduct system is designed to address student behavior, provide proactive initiatives, support a safe and stimulating campus climate, and educate students via individual meetings, group meetings, board hearings, as well as through the delivery of holistic sanctioning.

Learning Outcomes

- Identify the behavior they engaged in and why it is a violation of University policy.
 - Implicit in this outcome, why is the institution concerned about student behavior?
- Examine the impact and consequences of their behavior on self and the community.
 - Implicit in this outcome, does the student understand how future incidents will impact their standing as a student?
- Recognize their personal responsibility in their actions and behavior, and articulate alternative strategies to prevent negative consequences in the future.
 - Implicit in this outcome, how do these actions reflect the student's personal beliefs and values?

Philosophy

The philosophy of the Bentley University student conduct system is based on the belief that:

- Students are responsible for their individual actions as well as for the way the community functions as a whole.
- When students can learn from their experiences, receive help from the university, constructively examine their behavior and take positive steps toward changing that behavior, the proper conduct response should be educational in nature.
- When students become involved in behavior that violates the spirit and/or substance of federal, state or local law, or Bentley rules, regulations, policies and procedures basic to the welfare of the university community at large or the individual therein, the university is bound to take disciplinary action that modifies, restricts or denies the student's status as a member of the university.

The Bentley Student Conduct System affirms and protects the right of every member of the community to:

- Be free from physical and psychological harassment based upon gender identity, gender expression, gender appearance, sexual orientation, race, color, religion, nationality, ethnicity, disability status, veteran status or age.
- Study and socialize in a clean, well-kept, and safe environment.
- Sleep and study in reasonable quiet and privacy.

The administrative hearing process provides an opportunity for administrators to work with students to encourage ethical behavior and an understanding of community standards. Additionally, the hearing process provides the

professional staff member the opportunity to gain further insight as to what other factors may be influencing the student's life at the time of the hearing.

Conduct boards offer students who have been charged with violating a policy to be heard, and if appropriate, sanctioned by their peers through a fair hearing process.

The appeals process offers students an opportunity to have their case reviewed if they believe there has been a failure of fair process, or if new, relevant information has been introduced or if the sanctions imposed are too harsh or propose an undue hardship.

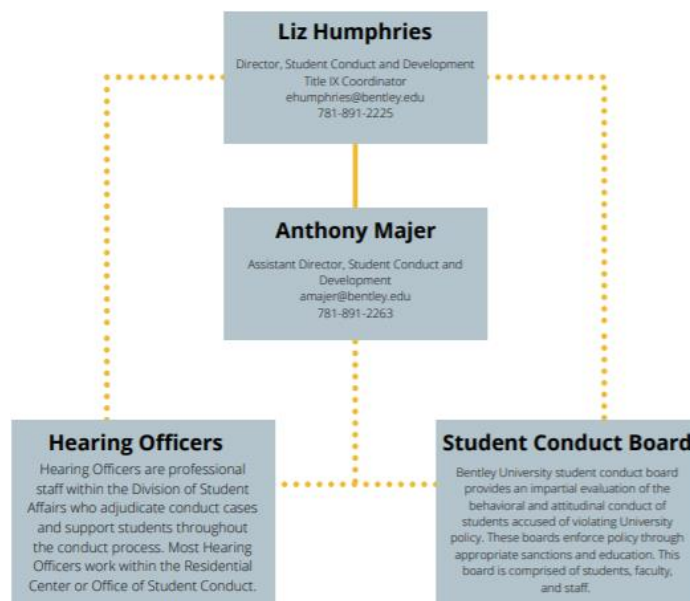
The Bentley University conduct system is designed to address student behavior, provide proactive initiatives, support a safe and stimulating campus climate, and educate students via individual meetings, board hearings, as well as through the delivery of holistic sanctioning.

Staffing

Beginning in July 2020, the Office of Student Conduct was made up of solely the Director, who also served as the University Title IX Coordinator. In December 2020, Anthony Majer was promoted from serving as a Residence Director within the Residential Center to the Assistant Director of Student Conduct. Both the Director and Assistant Director roles remained throughout the Spring 2021 semester.

As a result of the Covid-19 Pandemic, as well as the Assistant Director role being vacant throughout the Fall 2020, the Conduct Board did not operate during the 2020-2021 Academic Year. Historically, the Level III Conduct Board would see the most egregious cases that include significant risk to oneself, others, or the campus community. Alternatively, Level III cases were heard Administratively by the Director or Assistant Director, as well as by the Associate Director and Director of the Residential Center, and the Associate Dean for Student Affairs.

Outside of the Director and Assistant Director of Student Conduct, Conduct Hearing Officers were also comprised of Residence Directors, 1 Assistant Director, the Associate Director, and Director of the Residential Center. Additionally, due to the increased volume of student behavioral concerns, coupled with the demands of the Covid-19 campus response that occupied the time of the Residential Center, three additional staff members from the Division of Student Affairs were added as Conduct Hearing Officers for the Spring 2021 semester. These individuals were the Director of the Multicultural Center, the Program Coordinator of the Multicultural Center, and the Graduate Assistant for Fraternity & Sorority Life.





Racial Justice Action Plan

The compilation of Racial Justice Action Plans from within the Division of Student Affairs can be found here: [Division of Student Affairs Racial Justice Action Plans](#). During the 2020-2021 Academic Year, the Residential Center, Care, and Office of Student Conduct created one overarching Racial Justice Action Plan for the functional area of student behavior. Plans that are specific to Student Conduct, as well as the status that each piece of the plan was in by May 2021 are highlighted in yellow below.

Department	Goals	Actions	Progress
Residential Center, Care & Conduct	Facilitate professional and student staff training and development in the areas of racial and social justice.	By October, each professional staff member will collaborate with their supervisor to establish positional goals in alignment with ACPA & NASPA's Social Justice & Inclusion professional competencies. As a centralized focus, these goals should prioritize further education and development regarding topics of racial justice and race.	Green
		In preparation for the Fall 2020 semester all professional staff members will prepare and participate in comprehensive trainings on Bias Incident Response	Green
		In preparation for the Fall 2020 semester all professional staff members will prepare and participate in comprehensive trainings on Verbal De-escalation	Red
		In preparation for the Fall 2020 semester all professional staff members will prepare and participate in comprehensive trainings on Anti-racism	Green
		Each month, the professional staff will engage in a centralized learning and development activity centered on racial justice.	Green
		In preparation for the Fall 2020 semester the professional staff will develop a policy regarding use of their pre-existing professional development funding. A (to be determined) percentage of funding must be used on sessions or materials that promote education and development in racial justice.	Red
		In preparation for the Fall 2020 semester all student staff members will participate in comprehensive trainings (created and facilitated by the professional staff) on Bias Incident Response	Green
		In preparation for the Fall 2020 semester all student staff members will participate in comprehensive trainings (created and facilitated by the professional staff) on Verbal De-escalation	Red
		In preparation for the Fall 2020 semester all student staff members will participate in comprehensive trainings (created and facilitated by the professional staff) on Anti-racism	Green
		During August, January and Summer Trimester RA trainings, a component of training will be focused on Social Justice & Inclusion, with an emphasis on anti-racist work.	Green

		Twice a trimester, within their assigned staffs, the student staff will engage in a learning and development activity centered on racial justice.	Green
Adopt anti-racist departmental policies, processes and practices		By September, create and communicate clear expectations on appropriate behavior for all students including bias incident response and expectations. This will be done in collaboration with Katie Lampley and the Bias Incident Response Team (BIRT) to ensure all communication is clear and up to date.	Green
		Provide multiple ways for these standards to reach students	Yellow
		By September, create sanctions focused on growth for situations involving racial injustice / bias while still holding students appropriately accountable for violations	Red
		Review of sanctions and sanctioning guidelines to ensure they are fair and equitable for all students	Green
		Continual training around the philosophy of Restorative Justice for conduct staff will be offered throughout the academic year. Sources for these trainings will be provided through reputable external associations such as ACPA (American College Personnel Association), NASPA (Student Affairs Administrators in Higher Education), and ASCA (Association for Student Conduct Administration).	Yellow
		General Policy review to see if polices are impacting certain affinity groups different, especially students of color vs white students. (December)	Yellow
		Review and revise or eliminate entirely any policies, processes and practices that may create barriers for Black students, students of color, and/or identity and other marginalized student populations. This review, revision, and elimination process will include representatives from these student populations. Included in this review will be the following documents: The Student Handbook, Conduct Board training manual, Hearing Officer manual, RA Handbook, and Residential Center's Professional Staff Handbook, and other materials.	Yellow
		Create a student focus group/advisory board for policy development, housing and residential education.	Red
		Provide opportunities for students, especially students of color, and other marginalized identities, to give feedback and have input on developing/changing policies. (August)	Red
		Recruit and train a diverse group of student conduct board members by visiting organization general/e-board meetings.	Green
		that with the changes being made to the University in regards to access to campus housing due to COVID-19, we make an effort to ensure our students of color are supported knowing that as a minority, their access may be more limited.	Red
	Attract, hire, and retain employees to reflect our Bentley community		Once professional staff recruitment needs/ team is decided, find and attend webinar/workshop on recruiting POC (November- March)
		Review our recruitment materials (folder, emails) to ensure it is marketable to all identities (March)	Green
		Add question to RD interview materials regarding how we can celebrate and support candidate's salient identities. (March)	Green

		Create a mentorship/connection initiative to connect new hires to those they share an identity with, outside of our department. (March- July)	Green
		Review why students of color do not apply or accept RA position. We have data which indicate finances is a big factor, we will expand to include social and cultural implications. We will also host focus groups. (August- October)	Red – we did not have anyone not accept due to finances or in general not accept.
		Based on above focus groups, reflect on how can the RA position be altered/marketed different to further attract students of color. (ongoing project)	Red – due to covid we did not complete focus groups
		Review our student staff recruitment and application materials ensuring that we do not unintentionally exclude students of color. (August- October)	Green
		Offer RA affinity groups during RA recruitment workshop/RA Training (January- August)	IREd – we planned for affinity groups but never got the groups off the ground due to COVID /
	Provide educational social justice resources and programs for residents	Our department will expand dedicated equity and inclusion trainings for members of our department RA's (Resident Assistants), SOA's(Student Office Assistants), and Conduct Board. This will include expanding mandatory training requirements for our RAs and SOAs, and developing training content specific to racial justice and Black identities. (August – May)	Yellow – we did more trainings throughout the spring trimester but not with SOAs.
		Educational programming within the halls. Programs should be focused on racial justice and can be put on by RA's and RHA with the assistance of their RDs. (August-May)	Yellow – we did offer specific racial justice programs in the halls more second semester. We had a very large program planned with many different components but due to the COVID outbreak and bandwidth we canceled the program.
		Small scale programs around the residence halls as in group-based discussions on current events, books, or movies focused on racial justice and black identities. (August –May)	Yellow – again we did more of this second semester than first semester but we should have done more – due to COVID we were restricted and bandwidth.
		Equip RA's with resources (books, movies, new articles) over the course of the semester to ensure they are continuing their education on social justice and black identities. (August-May)	Green
		Include information on BIRT, what it is, how to submit a report, to the residential campus in welcome email from each RD in August.	Green
		Commitment to exploring and developing standalone programs, as well as bigger experiences such as programming series, DC curriculum, and the greater residential curriculum.	Red



Training, Outreach, and Education

The Office of Student Conduct Team facilitated the following trainings and conversations to the Bentley community:

- Covid-19 Policy Student Focus Group, June 2020: OSC met with 7 students representing involvement in Athletics, BUB, Car Club, RHA, RA, PRIDE, and SGA to solicit ideas and feedback around how policies could be adapted and rolled out to account for the needs of the Covid-19 Pandemic. The full video recording of this focus group can be found [here](#).
- Covid-19 Policy Student Focus Group, July 2020: OSC met with 5 students representing involvement in Athletics, RHA, RA, and PRIDE to talk through 6 different scenario-based questions, where the students were asked to think how students would potentially navigate and respond to living out the projected policies adapted for the needs of the Covid-19 Pandemic. The full video recording of this focus group can be found [here](#).
- Residential Center & Student Behavior, August 2020: Director Liz Humphries and Residential Center Director Kat Keyes presented to the New Student Orientation student and professional staff regarding Covid-adapted policies on campus and within the residential community.
- Resident Assistant Training, August 2020: Director Liz Humphries and Residential Center Associate Director Justin Woodard presented to the Resident Assistant staff for the incoming academic year, highlighting Covid-adapted policies on campus and within the residential community, as well as the adapted protocol of the RAs when documenting student behavior.
- Women's Volleyball Team, September 2020: Per the request of Head Women's Volleyball Coach Joey Pacis, Director Liz Humphries met with approximately 18 students and coaches from the Women's Volleyball Team to further discuss the Covid-adapted policies on campus, as well as identify ways that the students could serve as student leaders amongst their peers.
- Athletic Director, October 2020: Director Liz Humphries met with newly hired Athletics Director Vaughn Williams to provide context around how the Student Conduct process on campus works, and ways that high level information regarding student athletes is communicated to Director Williams.
- Residential Center New RD Training, October 2020: Director Liz Humphries met separately with Anthony Tellez and Melissa Henriquez to discuss with them the overarching Conduct philosophy at Bentley, their experience as conduct hearing officers, and some of the common incidents that they will hear as Residence Directors. Additionally, Assistant Director Anthony Majer met individually with RD Tellez and RD Henriquez to train them on the functionality of the Advocate software used to manager all student conduct on campus.
- Fraternity & Sorority Life President's Council, November 2020: Director Liz Humphries met with the FSL President's Council, along with Student Programs & Engagement Senior Associate Director Matt Galewski and Graduate Assistant Nick Poling, to discuss student behavior on campus as well as clarification around policies for students who are off-campus.
- New Student Orientation, January 2020: Director Liz Humphries participated in a panel along with University Police Chief Frank Bourgeois, Director of the Counseling Center Peter Forkner, and Director of Wellness Prevention Jessica Greher Traue

- Resident Assistant Training, January 2020: Similar to August's training, Director Liz Humphries and AD Anthony Majer trained and updated the Resident Assistants about the Office of Student Conduct. Topics included changes to the office and COVID-19 updates.
- Student Center Building Managers, February 2021: In the spring 2021 semester, the STU Building Managers were given access to Advocate similar to the RAs so that they could document policy violations. Director Liz Humphries and AD Anthony Majer met with the Building Managers a few times to train them on best practices for documenting and how to use the Advocate software.
- Fraternity & Sorority Life President's Council, April 2021: Director Liz Humphries and AD Anthony Majer met with SP&E staff as well as the FSL President's Council to discuss COVID-19 concerns and related behavior on campus. In addition, it was meant to help build a stronger connection between the Greek Life community and Office of Student Conduct.
- Equity & Inclusion Consultant Group, March 2021: Director Liz Humphries and AD Anthony Majer met with eight students in the Equity & Inclusion Consultant Group to seek feedback about the conduct process, sanctions, and policies. In addition, there was conversation about the fairness and equity of the conduct process at Bentley.
- Student Government Association, March 2021: Director Liz Humphries and AD Anthony Majer met with SGA to present about the Office of Student Conduct and answer questions from the SGA. They had several questions about COVID-19 policies and accountability on campus. In addition, they provided insight from the student body in regards to the past year on campus.



Community Engagement

During the 20-21 Academic Year, the Office of Student Conduct planned and contributed to community engagement efforts across campus to educate the student population. Below are community engagement initiatives that the Office of Student Conduct were involved in during the 20-21 AY.

Community Engagement initiatives:

COVID-19 Policy Student Focus Groups

On June 30th, 2020, a COVID-19 Policies Focus Group was held with seven students from various organizations (i.e. RAs, PRIDE, BUB, CAB, SGA). The focus group was intended to gather student feedback regarding COVID-19 campus policies for the fall semester. We outlined the current policies that were planned for the fall and asked for their initial feedback. We found overall themes during these meetings, such as: student behavior is unpredictable, mitigating risk for student employees, students attitudes towards COVID-19 and policies, and staff being understanding of students. The students also asked many questions and provided suggestions.

On July 28th, 2020, a second COVID-19 Policies Focus Group was held with five students from various organizations (RA, PRIDE, RHA, Athlete). In this focus group, we asked several scenarios to see how they would expect Bentley to hold students accountable. For instance, we asked about missing testing, found not wearing a mask, and violating other COVID-19 related policies. Additionally, we allotted time for the students to ask questions about campus policies. Questions asked by students included: what are the repercussions for not following policies? What is the process for testing? How will staff be monitoring these policies?

Giveaways

Throughout the academic year, the Office of Student Conduct interacted with many student groups, primarily the Resident Assistants and Student Center Building Managers. In order to show our appreciations we purchased items throughout the year with our updated Bentley and office logos. When the RAs moved in during the winter we had hand sanitizers for them and a welcome basket for each staff since we spend much time with the RAs during training periods. At the end of the spring semester, we purchased goodbye gifts from the Bentley bookstore for the graduating RA seniors.

Contribution to First Year Area doorstep program

The First Year Area did an educational programming in regard to the physical distancing and room capacity policy. Part of the program was to decorate doorsteps to assist students with keeping their room open while having guests over. The cost of the program was split between the Residential Center and Student Conduct budgets

Don't Falc It Up Program

The Residential Center had a Don't Falc It Up Program in the spring semester to reward students for behaviors that aligned with campus policies. Students were awarded funds (raffle tickets) by staff when they noticed the

student was abiding by a campus policy. The Office of Student Conduct sponsored one of the weeks and contributed a variety of prizes to recognize students' positive contributions to the campus community.

Creation of Student Conduct Assistant position

During the 20-21 AY, the Office of Student Conduct did not have any student employees. In the spring semester, we created the Student Conduct Assistant position to have students work in our office. SCAs will complete tasks such as serve on the Student Conduct Board, work in the front office, host educational programs, oversee the social media presence, and represent the Office of Student Conduct in a variety of ways. Six SCAs began on June 1st, 2021 and 2 additional students will join in the fall, for a total of 8 SCAs.

With the creation of the Student Conduct Assistant position, the Office of Student Conduct will have a robust community development plan for the 21-22 Academic Year. Initiatives will include an enhanced social media presence, continuous programming from move in to closing, attendance at various student organization meetings, and collaboration with other departments, staff, and faculty.



Professional Development

During the 20-21 Academic Year, despite the collective focus on Covid-19, the Office of Student Conduct attended and participated in various forms of professional development. Below are opportunities that the Office of Student Conduct was involved in during the 20-21 AY.

- National Association of Clery Compliance Officers & Professionals (NACCOP): Director Liz Humphries and Assistant Director Anthony Majer attended a 4-day, 16-hour virtual training sponsored by D. Stafford & Associates that educated around the requirements of the Clery Act and ways that Conduct professionals can collaborate with others on campus to ensure Clery compliance and protect to the University.
- Coursera Johns Hopkins Covid-19 Contact Tracing: Director Liz Humphries and Assistant Director Anthony Majer engaged in a 7-hour virtual course through which education around the SARS-CoV2 infection and how it is transmitted from person to person, as well as language around the need for accurate contact tracing.
- Symlicity Advocate: Director Liz Humphries and Assistant Director Anthony Majer, along with Associate Director of Student Support Services Erin Shea and Associate Dean John Piga, met regularly with our contracted client services partner, Mayr Makenna. Through those meetings, the team gained valuable insight for how to utilize Advocate to run reports of current and previous data, provide custom data dashboards for visual aid, set permission groups for both student and staff users, and new methods of communicating with students through Advocate.
- Association of Student Conduct Administrators (ASCA): Bentley remained as an institutional member of the national organization of ASCA and was able to participate in a menu of webinars by being members. This institutional membership has been renewed for the 21-22 AY as of 7/6/21.
- Student Conduct Institute (SCI): an organization that is a part of the State University of New York (SUNY) system, Bentley became an institutional member of SCI, which will grant access to unlimited users from within the community to continued learning and development around campus adjudication processes and state/federal regulatory changes. This This institutional membership was purchased for the 21-22 AY on 7/6/21.



Policy Development: Covid-19 Adaptation

For the full description of all campus policies, please see: [2020-2021 Student Handbook](#)

As the COVID-19 pandemic continues to evolve, the Student Conduct staff has been staying up to date on best practices and guidelines from Association of Student Conduct Administration (ASCA), the American College Health Association (ACHA), and publications by various institutions of higher education, CDC recommendations, and guidance by our local and state governments.

Bentley University continues to work toward delivering its mission while protecting the health and safety of our students and minimizing the potential spread of disease within our community. As a student within the Bentley University community, the 2019 Novel Coronavirus or similar public health crisis ("COVID") will impact your living and learning experience as Bentley University continues to make public health-informed decisions. The below policy and guidelines are incorporated into the Student Handbook and the Bentley University Housing and Meal Plan Contract and the Housing and Meal Plan Contract Addendum.

The Fall 2020 semester provided us all with a better sense of what to expect in terms of maintaining a safe environment during the Covid-19 Pandemic. This document serves as a guide to assist students in understanding the expectations of Bentley's community standards as adjusted for the COVID-19 Pandemic. Students who return to campus as either commuter or residential students are expected to abide by all policies and guidelines that are incorporated into the Student Handbook and the Bentley University Housing and Meal Plan Contract and Addendum.

THE BENTLEY CORE VALUES

Bentley is a community of students, faculty and staff who are committed to learning. To create the best environment for learning to occur, we as a community embrace these core values to guide our conduct:

CARING. We practice understanding, compassion and kindness. We recognize the whole person and their wellbeing, and we think beyond ourselves and our immediate goals to consider the impact our actions have on other people.

COLLABORATION. We welcome new perspectives as we work with others toward a common goal. We seek out opportunities for partnership and teamwork, readily sharing our knowledge and expertise with others.

DIVERSITY. We are all different and that makes our community stronger. We embrace and seek to understand those with different beliefs, backgrounds and life experiences. We celebrate those differences as opportunities to learn and grow. We protect and affirm the right of all people to be themselves.

HONESTY. We act with honesty and integrity in our academic, personal and professional affairs. We are dedicated to ethical and transparent behavior, and we hold ourselves accountable for our words and actions.

IMPACT. We recognize our potential to make a difference. We use the power of business and innovation to positively impact individuals, organizations and the communities we serve at home and abroad.

LEARNING. We are here to learn and develop. We are passionate about knowledge and want to continue to learn throughout our lives. We are eager and willing to try new experiences and ways of thinking. We appreciate that much of our learning will occur by interacting with others, inside and outside of the classroom.

RESPECT. We treat others as they would like to be treated. We recognize the inherent dignity and worth of all members of our community and strive to better understand and appreciate everyone. We are committed to keeping our community free of vandalism, hate speech, violence, and harassment.

Conduct Process

The Bentley Conduct System adheres to the tenets of fair process and consists of administrative hearing officers, conduct boards and the Student Conduct staff. When the Student Conduct staff receive a report of an alleged violation, a case is created and referred to one of three conduct levels:

Violation	Severity	Sanction Type
LEVEL I	Minor Violations	Educational
LEVEL II	Medium Violations	↓
LEVEL III	Serious Violations	University Action on student status

The full 2020-2021 Student Handbook will be released during the week of January 25th, 2021 and will contain a comprehensive list of all campus policies that all students, regardless of residential status, are expected to adhere to. Bentley University has expanded its *Endangering Health & Safety* policy as an overarching guide for students to follow to preserve the health and safety of all community members. Additionally, the perceived or actual impact of the behavior on oneself, others, or the campus community will be considered when assigning sanctions to a student found responsible for a policy violation. For students found responsible for a policy violation, all sanctioning will be determined based on the intersecting factors of frequency and severity of the behavior. *Behaviors that negatively impact the health and wellbeing of other members of the community and/or impact the ability of the university to remain open will be taken seriously. Students who have access to the campus (as a residential or non-residential student) and violate these policies should expect to lose the privilege of living on campus or coming to campus. This may include removal from the residence halls with no refunds.*

Policy (Level of Violation)	Description of Behavior
Endangering Health & Safety Level I/II/III	<p>All students are prohibited from creating a health or safety hazard on the Bentley University campus and the University may request or require a student to leave campus if the University determines that their continued presence in the community poses a health or safety risk for community members.</p> <p style="text-align: center;">Examples of behavior that Endanger Health & Safety: (not all inclusive)</p> <ul style="list-style-type: none"> • Not wearing a mask/face covering • Residential students who host individuals (Bentley and non-Bentley affiliated) who are not in Bentley’s weekly Covid-19 Screening Testing Program • Non-residential students who are not in Bentley’s weekly Covid-19 Screening Testing Program who are present on campus without University approval • Not following building entry, exit, and directional instructions • Not properly physically distancing • Not following the full expectations of quarantine and/or isolation protocol (i.e. exiting quarantine/isolation prematurely and without approval from Bentley University) • Not complying with weekly Covid-19 testing on assigned day and time • Not complying with contact tracing protocol

	<ul style="list-style-type: none"> • Having too many people in a room (over-occupancy) • Engaging in off-campus behavior that endangers health & safety
	All behaviors deemed to Endanger Health & Safety will be considered either a Level I, Level II, or Level III violation based on the frequency and severity of the behavior.

* The full 2020-2021 Student Handbook will be released during the week of January 25th, 2021 and contains a comprehensive list of all campus policies that all students, regardless of residential status, are expected to adhere to.

Potential Sanctions for Violations (including, but not limited to):

Sanction Name	When to be assigned	Meaning/Impact of Sanction
Warning (Level I Violation)	A written warning is a written notice (for a specified period of time) to a student that if he/she were to violate Bentley University policy further, they may be subject to additional conduct action.	A formal warning given that any further policy violations may result in additional, more severe conduct follow-up, leading to
Probation (Level II violation)	Probation is a specified period of time in which further violation of university policy may result in the loss of good standing, removal from the Bentley University residential community and/or limited access to campus facilities as a commuter student. If a student on probation were to violate University policy further, he or she may be subject to additional action.	A student placed on Probation has been issued the highest-level warning prior to removal from housing/campus ban/suspension. This is viewed as a student's "final chance" to cooperate with the expected behavior on campus.
Removal from Housing/Campus Ban/Suspension (Level III Violation)	A student may be excluded from classes and other privileges and activities for a specified period of time. Students removed from housing or suspended from the university are not to be on campus unless they received permission from Student Conduct. Additional action will be taken against those who trespass, and/or criminal prosecution for trespassing is possible. Students suspended from the university are not eligible for a refund of their tuition or housing.	Students would be told that they are no longer eligible to live on campus or have a physical presence on campus as a result of a responsible finding for a disregard for a public health directive. The emergency contact of any student being removed from campus would be notified. <i>Students who have access to the campus (as a residential or non-residential student) and violate these policies should expect to lose the privilege of living on campus or coming to campus. This may include removal from the residence halls with no refunds.</i>

Contact tracing amnesty: As happened in the fall, students who are known to have had a close contact with a suspected positive or tested positive case will be contacted by the state Community Tracing Collaborative (CTC) and/or our own Bentley University contact tracers. It is critical (and required by the COVID addendum to the student handbook) that students answer fully and honestly all the questions asked by the contact tracers. Information provided for contact tracing purposes will not be used by the university in the student conduct process. Students who fail to fully cooperate with contact tracers will, however, be subject to a conduct process.



Statistical Summary

Data Snapshot (AY 2020-2021)

	Fall 2020	Spring 2021	Total
Parent Cases	242	162	404
Child Cases	788	566	1354
Unique Students Involved			896

Demographic Information

GENDER	Fall 2020	Spring 2021	Total
Male	519	397	916
Female	265	163	428
Undisclosed	0	0	0
Transgender	0	0	0

ETHNICITY	Fall 2020	Spring 2021	Total
International	0	0	0
White	637	460	1097
Hispanic	0	0	0
None Indicated	0	0	0
Asian	56	34	90
Black or African American	48	19	67
American Indian or Alaskan Native	0	0	0
Native Hawaiian or Other Pacific Islander	0	1	1
Hispanic or Latino	0	2	2
Two or More Races	12	8	20
American Indian or Alaska Native	1	2	3
I do not wish to declare	0	0	0

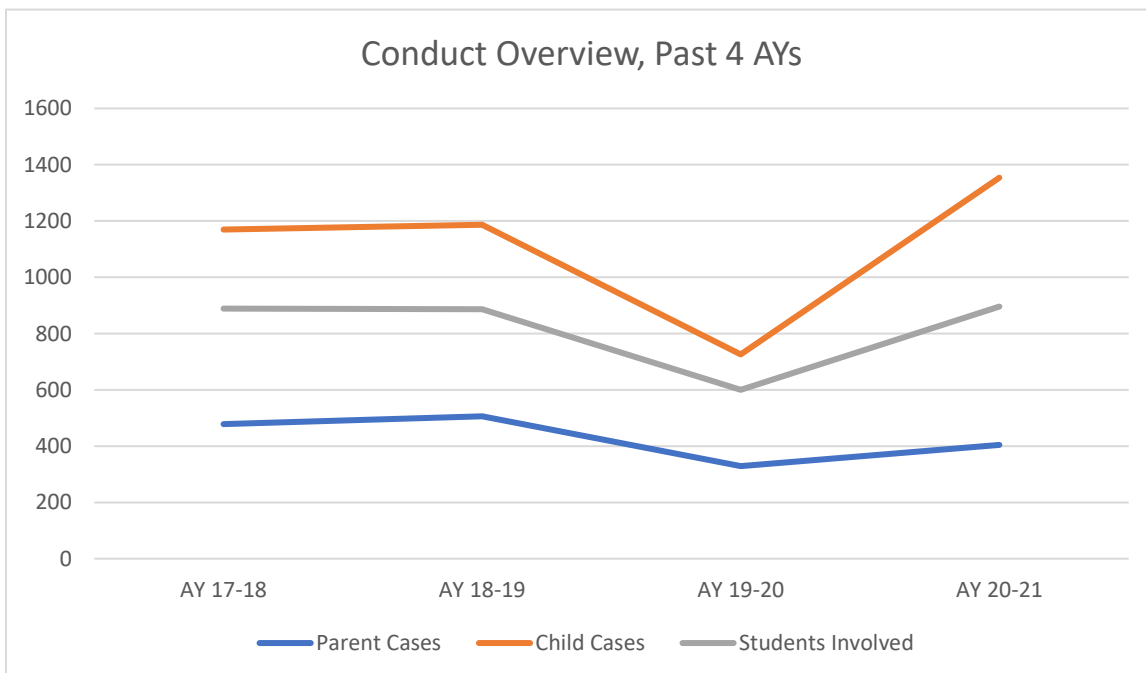
Sport Affiliation	F20	S21	Total
Mens_Track_Field	7	5	12
Mens_Cross_Country	0	0	0
Mens_Football	27	24	51
Mens_Basketball	6	2	8
Mens_Lacrosse	28	9	37
Mens_Soccer	4	5	9

Mens_Ice_Hockey	10	6	16
Mens_Baseball	13	3	16
Womens_Lacrosse	6	5	11
Womens_Tennis	6	1	7
Womens_Soccer	5	5	10
Womens_Basketball	4	0	4
Womens_Swimming_Diving	0	1	1
Mens_Tennis	1	2	3
Womens_Softball	4	1	5
Womens_Field_Hockey	6	4	10
Mens_Golf	5	6	11
Womens_Track_Field	2	2	4
Womens_Cross_Country	0	1	1
Mens_Swimming_Diving	4	8	12
Womens_Volleyball	2	2	4

Comparative Data (past 4 years)

- In March 2020, Bentley closed campus due to COVID-19 Pandemic and re-opened in August 2020

	AY 17-18	AY 18-19	AY 19-20	AY 20-21
Parent Cases	478	506	329	404
Child Cases	1170	1187	726	1354
Unique Students Involved	889	886	600	896



COVID-19 Violations

	Fall 2020	Spring 2021
Endangering Health and Safety	589	486
Testing Non-Compliance	N/A	72
Off-Campus Travel	N/A	91

Child Cases (individual students)

- In Spring 2021, we added Testing Non-Compliance as a charge in Advocate to better track COVID-19 Testing violations. When we coded a case as testing non-compliance, we also added Endangering Health and Safety as a violation.
- In Spring 2021, we added Off-Campus Travel as a charge in Advocate to better track Off-Campus Travel violations. When we coded a case as Off-Campus Travel, we also added Endangering Health and Safety as a violation.

Incident Locations

Number of incidents (parent cases) by location Shown weekly

FALL 2020

	8/24-8/30	8/31-9/6	9/7-9/13	9/14-9/20	9/21-9/27	9/28-10/4	10/5-10/11	10/12-10/18	10/19-10/25	10/26-11/1	11/2-11/8	11/9-11/15	11/16-11/22	11/23-11/29	BREAK
Alder		1	2			1									
Birch	2		2	2			1								1
Boylston A					1		3			2		1		1	2
Boylston B		1						1		2					
Cape			1							1					
Castle											1		1		
Cedar		2													
Collins				1						1	2			1	2
Copley North								2					1		1
Copley South						1				1			1		
Elm		4						1		1		1			
Falcone East										1					
Falcone North		1			1	1									
Falcone West	1				1										1
Fenway	4		1				1	2						1	2
Forest	1	5	1		1	1					1	2			
Kresge	1	1					1		2		1	2	1		1
Maple	1		1				1	2	1	2			2		
Miller	4				1	4	1	2	2	5	1	2	5		1
North Campus A			1	1				1							

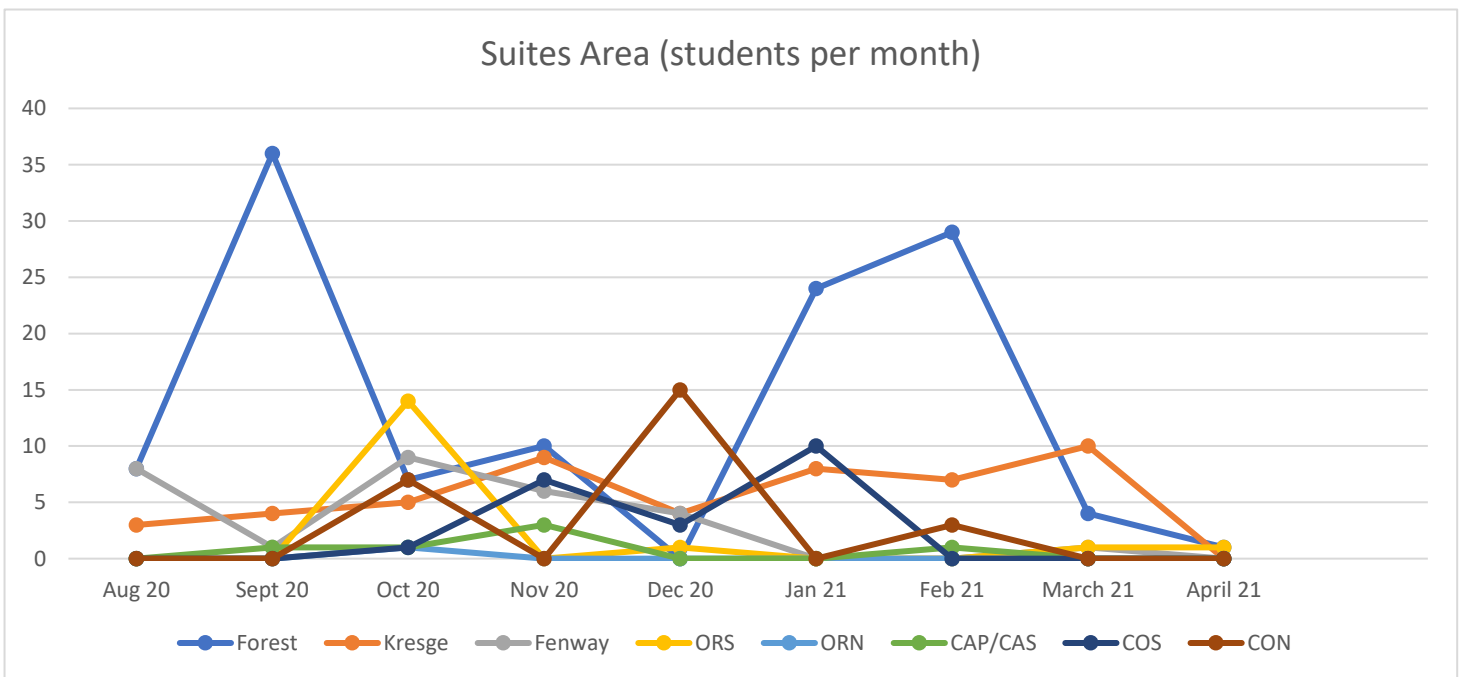
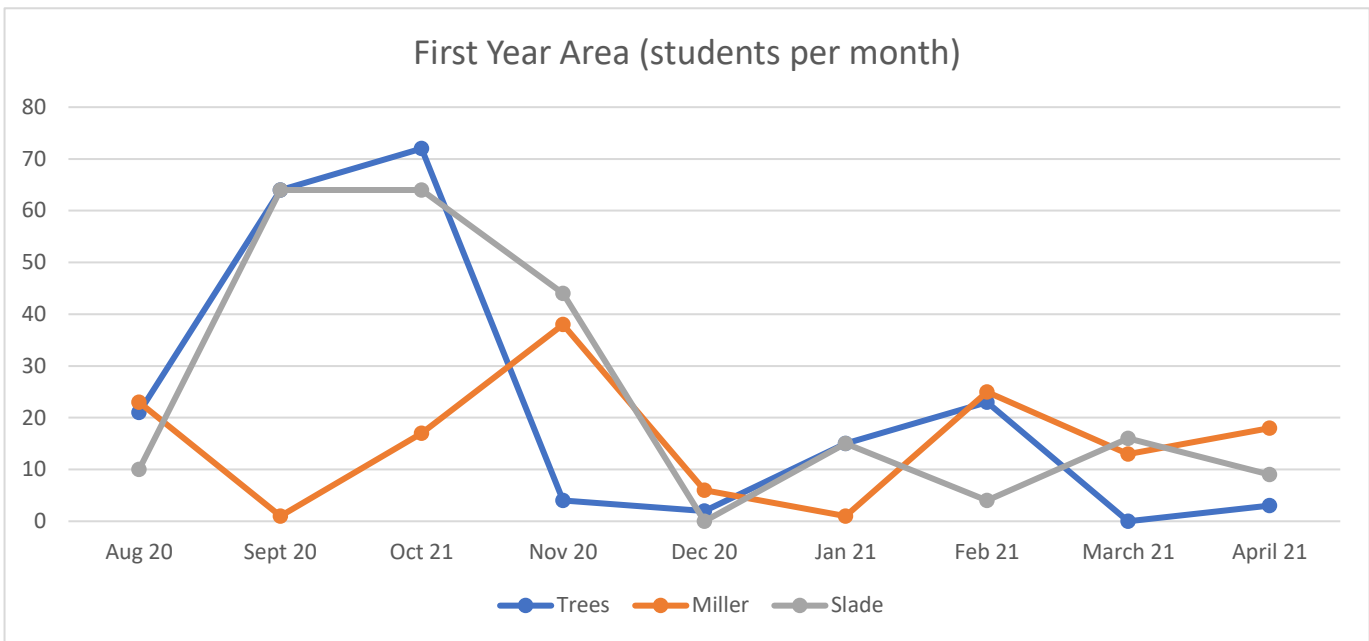
	8/24-8/30	8/31-9/6	9/7-9/13	9/14-9/20	9/21-9/27	9/28-10/4	10/5-10/11	10/12-10/18	10/19-10/25	10/26-11/1	11/2-11/8	11/9-11/15	11/16-11/22	11/23-11/29	BREAK
North Campus B		1	1	1	1										
North Campus C					1						1				
North Campus D															
Oak	2		1				1	2		1					
Orchard North															
Orchard South							1								1
Rhodes	1	2	2				1				1			1	2
Slade	3	1	5	7	2	5	5	1	5	3	2	8	2		
Spruce		1					3		1	1					
Stratton															
Student Center						1	2				1	1			
Outdoor Area	3	4	1		1										
off campus		1	2	5		2									
on campus						1									
online							1								1
Total	23	25	21	17	10	17	22	14	11	21	11	17	13	4	15

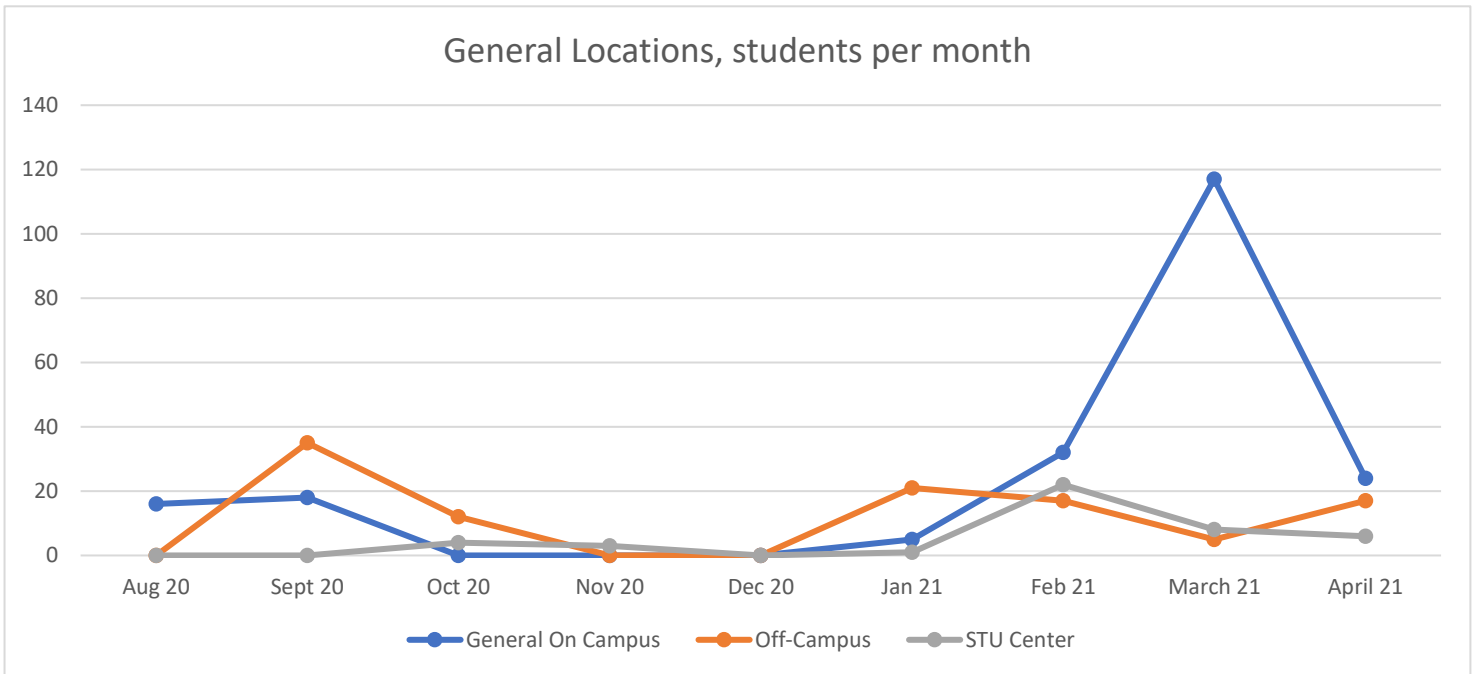
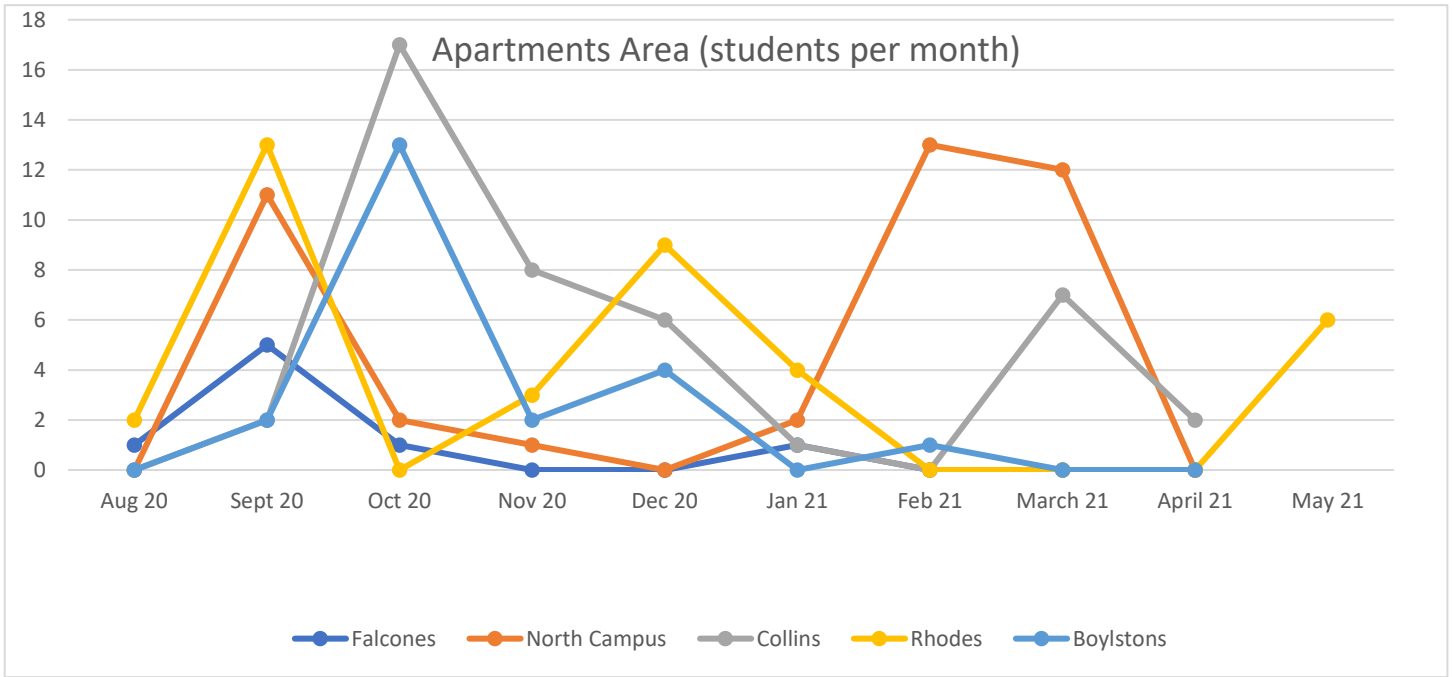
SPRING 2021

	1/18 - 1/24	1/25 - 1/31	2/1- 2/7	2/8- 2/14	2/15- 2/21	2/22- 2/28	3/1- 3/7	3/8- 3/14	3/15- 3/21	3/22- 3/28	3/29- 4/4	4/5- 4/11	4/12- 4/18	4/19- 4/25	4/26- 5/2	5/3 and on
Alder																
Birch				1		1										
Boylston A																
Boylston B			1													
Cape			1													
Castle																
Cedar		1		1												
Collins		1					1	1		1	1					
Copley North			1													
Copley South		1														
Elm		1	1													
Falcone East																
Falcone North																
Falcone West																
Fenway											1					

	1/18 - 1/24	1/25 - 1/31	2/1- 2/7	2/8- 2/14	2/15- 2/21	2/22- 2/28	3/1- 3/7	3/8- 3/14	3/15- 3/21	3/22- 3/28	3/29- 4/4	4/5- 4/11	4/12- 4/18	4/19- 4/25	4/26- 5/2	5/3 and on
Forest	1	2				2	1					1				
Kresge	1	3			1					1						
Maple	1											1				
Miller		1	4	1	3	2	2		1	3	1	1	3	2	1	
North Campus A		2		1												
North Campus B									1	1						
North Campus C								1	2							
North Campus D				1				2	1	1						
Oak		1												1		
Orchard North																
Orchard South							1				1					
Rhodes		1														2
Slade	1	5	2			1			1	5			1	3		
Spruce		1	2	1												
Stratton																
Student Center		1	8	3	6	3	1	3		1	2			2	1	
Outdoor Area							1									
off campus	2	1		1		1			1		2	2		1		
on campus	2	3	1		1	2	1	1	1	1	3	2	3			
online					1	1										
Total	8	25	21	10	12	13	8	8	8	14	11	7	7	9	2	2

Students Involved in an incident (child case), shown monthly and by location:





Alleged Violations & Responsible Charges

Fall 2020 (through 12/31/20)

	Alleged	Responsible
Abuse of the Student Conduct System	0	0
Abuse of University Resources	0	0
Alcohol, Marijuana, and Other drug violations	15	9
Assault/Assault & Battery	0	0
Balcony Policy	0	0
Bicycles/Motorcycles	0	0
Bomb Threats/Possession of Explosives	0	0
Breaking & Entering	0	0
Cafeteria Violation	0	0
Complicity	0	0
Courtesy Hours	7	0
COVID-19 Screening Testing Non-compliance	N/A	N/A
Creating a Health or Fire Hazard	71	57
Damage	9	2
Disorderly Conduct	4	4
Disrespect to University Official(s)	11	6
Disruption of the Academic Environment	0	0
Disruptive Behavior	13	9
Distribution of a Controlled Substance	0	0
Driving Under the Influence	1	0
Email Communication Policy	0	0
Email Policy Violation	0	0
Endangering Health & Safety	589	484
Failure to Complete Sanction(s)	0	0
Failure to Comply with University Request	93	43
Failure to Dispose of Trash Properly	1	0
Failure to Evacuate	0	0
False Identification/ Forgery	2	2
Fight/Altercation	0	0
Fire Alarm (Accidental)	43	28
Fire Alarm (Pulled or Set)	0	0
Fireworks	0	0
Forcible Entry	0	0
Fraud	0	0
Gambling	0	0
Glass Container Policy	0	0
Guest Policy	84	65
Hall Sports	0	0
Harassment	3	0
Hazing	0	0
Larceny	1	1

Library Violation	0	0
Local Address Policy	0	0
Maintaining Bentley Core Values	0	0
Malicious Behavior	1	0
Medical Intoxication (Involuntary Transport PC)	1	0
Medical Intoxication (Voluntary Transport)	12	10
Noise Ordinance	4	0
Off-Campus - Study Abroad	0	0
Off-Campus Conduct	9	9
Off-Campus Disturbances	23	16
Off-Campus Functions	0	0
Off-Campus Travel (COVID-19)	N/A	N/A
Online Misconduct	0	0
Open Consumption of Alcohol	22	4
Outside Use of Grounds	11	1
Parking Policy Violation	0	0
Party Registration Violation	0	0
Pet Policy	0	0
Physical Confrontation	1	1
Possession of Drug Paraphernalia	6	7
Possession of Firearms/Weapon	0	0
Possession of Incendiary Devices and/or Dangerous Chemicals	32	26
Possession/Use of Controlled Substance	8	6
Public Intoxication	2	2
Quiet Hours	152	105
Relationship Abuse	0	0
Retaliation	0	0
Room Capacity Violation	0	0
Sale & Solicitation	0	0
Screen Policy Violation	0	0
Service of Alcohol to Minors	0	0
Sexual Assault	0	0
Sexual Assault/Indecent Assault & Battery	0	0
Sexual Harassment	0	0
Shuttle Policy	0	0
Smoking Policy Violation	7	5
Stalking	0	0
Suspicious Behavior	0	0
Tampering with Fire Equipment	4	3
Theft/Unauthorized Use of Property	2	1
Trespassing	1	1
Unauthorized Possession of Bentley Property	0	0
Uncooperative with University Official(s)	9	0
Underage Alcohol	164	76

Unregistered Keg	0	0
Unregistered Party	4	4
Use of the Bentley Name, Image or Logo	0	0
Vandalism	5	0
Vehicular Violation	0	0
Violation of Computer Ethics	0	0
Violation of University Rules	1	1

Spring 2021 (1/1/21 through 4/30/21)

	Alleged	Responsible
Abuse of the Student Conduct System	0	0
Abuse of University Resources	17	9
Alcohol, Marijuana, and Other drug violations	6	3
Assault/Assault & Battery	0	0
Balcony Policy	0	0
Bicycles/Motorcycles	0	0
Bomb Threats/Possession of Explosives	0	0
Breaking & Entering	0	0
Cafeteria Violation	0	0
Complicity	0	3
Courtesy Hours	26	26
COVID-19 Screening Testing Non-compliance	72	43
Creating a Health or Fire Hazard	15	11
Damage	6	2
Disorderly Conduct	8	7
Disrespect to University Official(s)	10	3
Disruption of the Academic Environment	0	0
Disruptive Behavior	7	4
Distribution of a Controlled Substance	0	0
Driving Under the Influence	1	1
Email Communication Policy	1	1
Email Policy Violation	0	0
Endangering Health & Safety	486	326
Failure to Complete Sanction(s)	0	0
Failure to Comply with University Request	133	85
Failure to Dispose of Trash Properly	1	0
Failure to Evacuate	0	0
False Identification/ Forgery	0	0
Fight/Altercation	2	0
Fire Alarm (Accidental)	8	4
Fire Alarm (Pulled or Set)	0	0
Fireworks	0	0
Forcible Entry	0	0
Fraud	0	0

Gambling	0	0
Glass Container Policy	0	0
Guest Policy	29	14
Hall Sports	0	0
Harassment	1	1
Hazing	0	0
Larceny	2	2
Library Violation	0	0
Local Address Policy	0	0
Maintaining Bentley Core Values	14	8
Malicious Behavior	0	0
Medical Intoxication(Involuntary Transport PC)	3	3
Medical Intoxication(Voluntary Transport)	1	0
Noise Ordinance	0	0
Off-Campus - Study Abroad	0	0
Off-Campus Conduct	45	39
Off-Campus Disturbances	4	4
Off-Campus Functions	0	0
Off-Campus Travel (COVID-19)	91	16
Online Misconduct	1	1
Open Consumption of Alcohol	10	3
Outside Use of Grounds	0	0
Parking Policy Violation	0	0
Party Registration Violation	0	0
Pet Policy	0	0
Physical Confrontation	4	0
Possession of Drug Paraphernalia	6	5
Possession of Firearms/Weapon	0	0
Possession of Incendiary Devices and/or Dangerous Chemicals	10	7
Possession/Use of Controlled Substance	1	1
Public Intoxication	0	0
Quiet Hours	134	112
Relationship Abuse	0	0
Retaliation	0	0
Room Capacity Violation	66	49
Sale & Solicitation	0	0
Screen Policy Violation	0	0
Service of Alcohol to Minors	1	1
Sexual Assault	0	0
Sexual Assault/Indecent Assault & Battery	0	0
Sexual Harassment	0	0
Shuttle Policy	0	0
Smoking Policy Violation	1	1
Stalking	0	0

Suspicious Behavior	0	0
Tampering with Fire Equipment	0	0
Theft/Unauthorized Use of Property	0	0
Trespassing	5	5
Unauthorized Possession of Bentley Property	1	0
Uncooperative with University Official(s)	75	17
Underage Alcohol	83	51
Unregistered Keg	0	0
Unregistered Party	0	0
Use of the Bentley Name, Image or Logo	0	0
Vandalism	1	1
Vehicular Violation	1	1
Violation of Computer Ethics	0	0
Violation of University Rules	19	18

Meeting Outcomes

Meeting Outcome	F20	S21
Student Accepts Responsibility	636	369
Student Found Not Responsible	91	93
Student Found Responsible - Did Not Appear	4	7
Hearing Officer Refers to Conduct Board	0	1
Student Requests Conduct Board Hearing	0	0
Student Requests Conduct Board Sanctioning	0	0
Student Found Responsible by Conduct Board	0	0
Student Found Not Responsible by Conduct Board	0	0

Sanctions

Sanction	F20	S21
Alcohol EDU for Sanctions	5	5
Reflection (Covid)	0	0
Ban from Campus	2	0
Ban from University Housing	1	0
BASICS	9	3
Bulletin Board	0	0
Community Service	0	0
Deferred Expulsion	0	0
Deferred Suspension	7	1
Deferred Suspension from University Housing	15	52
Disciplinary Probation	3	20
E-CHUG	5	0
Educational Sanction(s)	15	31
Expulsion from the University	0	0
Expulsion from University Housing	0	0

Falcon Connect Mentor	0	7
Fines	0	0
Fire Safety Meeting	5	46
Fire Safety Sanction	0	4
Marijuana 101	9	2
Medical Follow Up (Medical Intoxication)	5	4
Parental/Guardian Notification (Staff issued)	16	81
Parental/Guardian Notification (Student issued)	0	25
Probation	126	164
Referral	1	8
Reflection (Covid)	0	145
Reflection Paper	13	6
Restitution	1	2
Restrictions/Prohibitions	2	3
Suspension from the University	0	1
Suspension from University Housing	26	37
Verbal Warning	132	82
Work Sanction	0	0
Written Warning	328	126

Notable information about sanctions:

- Suspensions from the residence halls was significantly high this academic year as it was applied to egregious cases who violated our COVID-19 policies
- Parent Interactions took up a significant time as we sanctioned 97 parent/guardian notifications. Most conversations took 15-30 minutes. In addition, we created the Parent/Guardian Notification (student) for lower level cases to encourage students to talk with their parents and not have it be a task for staff.

Alcohol and Other Drugs (part of Drug Free Schools Act)

Alcohol incidents

	Fall 2020	Spring 2021
Number of unique students charged	153	90

Alcohol Violations	Fall 2020	Spring 2021
Underage Alcohol	152	82
Open Consumption of Alcohol	13	10
Public Intoxication	1	0
Medical Intoxication (voluntary transport)	6	4
Alcohol, Marijuana, and other drug violations	1	6

*Individual students may be charged with multiple violations

Sanctions for Alcohol Incidents	Fall 2020	Spring 2021
Alcohol EDU for Sanctions	5	10
BASICS	9	3
BASICS (Marijuana)	0	0
Fines	0	0
Medical Follow Up (Protective Custody)	5	3
Parent/Guardian Notification	13	22
Verbal Warning	12	7
Written Warning	109	33
Probation	48	33
Ban from University Housing	1	0
Deferred Suspension from University Housing	5	5
ECHUG	5	0
Educational Sanction	1	5
Marijuana 101	8	2
Reflection Paper	8	24
Suspension from University Housing	19	9

*individual students may receive multiple sanctions

Drug incidents

	Fall 2020	Spring 2021
Number of unique students charged	15	6

Drug Violations	Fall 2020	Spring 2021
Possession/Use of Controlled Substance	1	1
Alcohol, Marijuana, and Other drug violations	15	6
Creating a Health or Fire Hazard	7	0
Smoking Policy Violation	1	1
Possession of Drug Paraphernalia	4	4
Endangering Health & Safety	0	2

Sanctions for Drug Incidents	Fall 2020	Spring 2021
Probation	4	2
Written Warning	9	2
Verbal Warning	0	2
Marijuana 101	8	2
Reflection Paper	0	1
Referral	0	1

Appeals

- In the Spring 2021, the Level 1 and 2 appeals process was utilized for testing non-compliance and travel form non-compliance appeals which caused a significant increase in appeal. However, this assisted the Office of Student Conduct with managing the compliance expectations for testing and traveling off-campus.

	Fall 2020	Spring 2021	Total
Appeals Level 1 & 2	20	49	69
Appeals Level 3	8	16	24
TOTAL APPEALS			93

	Fall 2020	Spring 2021
Appeal: Decision Modified	13	9
Appeal: Decision Sustained	14	13
Appeal: Decision Overturned	1	40

Conduct Hearings held

- 1287 Unique conduct hearings held in AY 20-21
- Hearings can include multiple staff members.
- The numbers below indicate how many individual hearings a staff member scheduled.
- Majority of meetings were individual hearings, however some meetings scheduled occurred at the same time as a group of students were met with simultaneously

Staff Member	Meetings
Alexandria Matos	73
Anthony Majer	239
Anthony Tellez	31
Antonio Willis-Berry (archived)	10
Cassie Balzarini (archived)	117
Jared Berman	145
Jeff Funk	1

John Piga	15
Justin Woodard	21
Kat Keyes	25
Katie Long (archived)	105
Katrina Camerato	1
Keriann McDonough (archived)	20
Liz Humphries	235
Melissa Henriquez	84
Michael McCorvey	7
Nick Poling (archived)	9
Sabrina Cruz	54
Tyler Sherman (archived)	135
Vania Pereira	5



Future Suggestions

- Additional Conduct Hearing Officers: In the Spring 2021 semester, three additional staff members from the Division of Student Affairs served as Hearing Officers to help alleviate the volume of student conduct from the Office of Student Conduct and the Residential Center staffs. Those three staff members were Director of the Multicultural Center Michael McCorvey, Program Coordinator in the Multicultural Center Vania Pereira, and Student Programs & Engagement Graduate Assistant Nick Poling. For future semesters, a similar model of incorporating additional conduct hearing officers could be implemented on an as needed basis.
- Training with Residential Center Conduct Hearing Officers: As of the start of the 2021-2022 Academic Year, the Residential Center will have hired two new Assistant Directors (AOCs), one new Housing Operations Specialist (AOD), and three new Residence Directors (AODs). Each of these individuals will serve as primary Conduct Hearing Officers and will need training around the Conduct philosophy and the mechanisms of utilizing our Symplicity Advocate as our conduct software. Given that there will be so many new staff members, training provided by the Office of Student Conduct will be provided on an ongoing basis throughout each semester. Strategies to help educate our new Conduct Hearing officers and acclimate them to Conduct at Bentley include:
 - All Hall Staff and all Central Staff members will attend Weekend Update each Monday beginning promptly at 10:30am. The AOD and AOC will continue to lead the discussion of that meeting, while all others will have the chance to silently observe and learn from the decision-making involved with crisis response, as well as have the full context of incidents so they may ask clarifying follow-up questions as needed.
 - Assistant Director Anthony Majer will meet with each Hall Staff member twice per semester
 - Director Liz Humphries will meet with each Central Staff member twice per semester
- Student Conduct Board: During the 2020-2021 AY, our Student Conduct Board did not operate given the timing of the Office's staffing transition as well as the focus on the Pandemic. Assistant Director Anthony Majer and Director Liz Humphries have re-designed how our Level III Conduct Board Hearings will operate, the demographics of the Board members to ensure a conflict-of-interest free environment as well as visual diversity, and the process by which investigative materials are gathered for each Conduct Board Hearing. The full proposal for the newest iteration of Student Conduct Board can be found here: [Student Conduct Board Master Proposal](#)