

## Support Person/Advisor Role and Responsibilities

As outlined in the Student Rights section of Student Code of Conduct, those who are involved, either as a reporting or responding party, in an alleged violation(s), have the right to an advisor or support person. This individual may be present throughout all phases of the process, including any investigative interviews, meetings with the hearing officer and/or board chair, as well as the hearing itself. All students have the right to your advisor/support person of choice. Students should identify their choice of a support person to the administrator that is facilitating the case. The support person/advisor must meet with the case administrator to review their role before acting in that position. An individual may not serve in the role of support person/advisor if it would compromise the thoroughness and/or integrity of the investigation.

The role of the support person/advisor is as follows:

- The support role is intended to comfort, support, and advise the reporting party or responding party throughout the investigation and hearing
- It is not assumed that the support person either believes or disbelieves the reporting party or responding party's perspective on the incident
- A support person cannot represent an individual during the Conduct Process
- The support person may be present during the investigation process and hearing, but may not participate—this includes questioning witnesses or addressing the hearing body
- A support person may communicate with the student privately and ask for a break or recess during an interview or hearing
- Any person serving as a witness may not serve in the capacity of support person/advisor

If the support person/advisor does not follow the guidelines listed above, he or she will be asked to leave the room and will not be present for the remainder of the meeting or hearing.

Student Name:

Support Person (Printed):

Support Person (Signature):

Date: