Disciplinary Record Retention

Summary/Purpose: To provide a safe and confidential disciplinary process including record retention.

Disciplinary hearings held through the University conduct system are closed to the public. Suspension or expulsion from the University may be noted on a student’s transcript. Imposition of other sanctions shall be noted within a student’s confidential disciplinary record maintained by the Office of Conflict Resolution and Student Conduct as well as Student Housing. Student disciplinary records shall not be disclosed to third parties except as required or allowed by Federal or State law. Records of student disciplinary hearings will be retained under the direction of the Office of Conflict Resolution and Student Conduct or other appropriate student conduct body or officer for three years following a student’s graduation from the University or date of last attendance. If a case involves suspension or expulsion from the University or involves ongoing or pending litigation, the records may be kept longer.