



Conduct Uncovered

Demystifying Student Behavior, Rights, & Responsibility

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UNIVERSITY
of HAWAII
MĀNOA



Workshop Goals

Recognize the faculty & staff role in reporting potential conduct violations and how the process works from report to resolution





Our Role on Campus

The Student Conduct process promotes integrity, accountability, and respect, empowering students to understand their rights, fulfill responsibilities, and contribute to a safe, inclusive campus where everyone can thrive.

Foster a supportive learning environment.

Key Responsibilities:

- Addressing violations of the Student Conduct Code.
- Providing educational opportunities to support student growth.
- Ensure students rights are upheld



Student Conduct Code

University expectations of student responsibilities

Defines prohibited behaviors and the process for addressing misconduct



Purpose

- Ensure safety of UH Community
- Outline University expectations
- Hold students accountable
- Learn from the situation
- Recognize impacts of behaviors





Jurisdiction

Who?

Any registered University of Hawai'i student

- Undergrad/Grad
- Credit/Non-credit
- Transfer
- Exchange

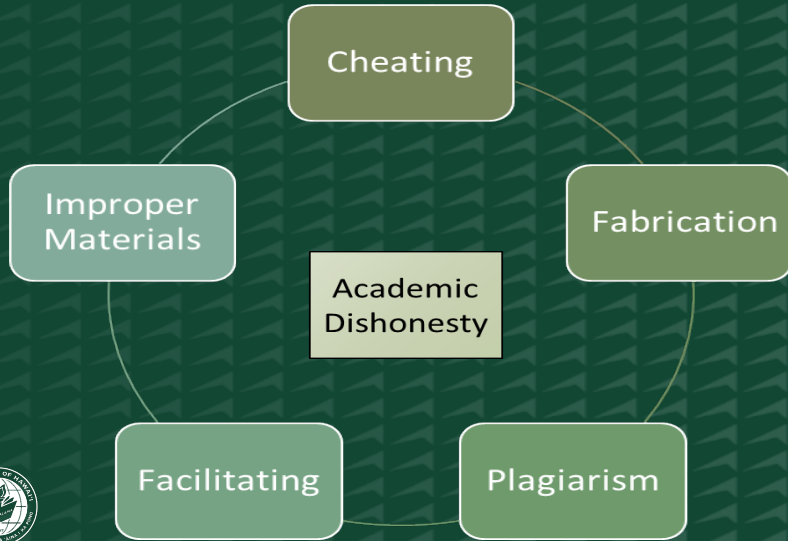
Where?

On campus and potentially off-campus

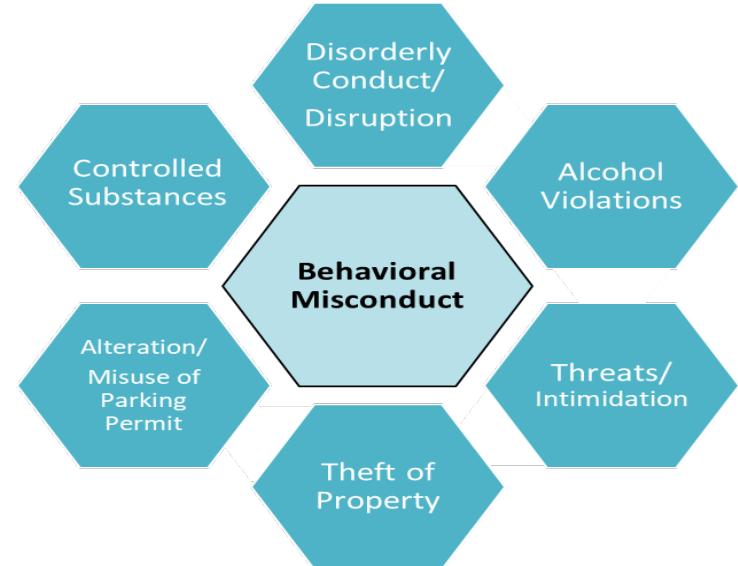
- On UH property
- At UH sponsored activities
- In distance/online courses & events
- Potentially off-campus conduct



What does the SCC cover?



- Internal, administrative university process
 - **Not** a criminal or civil code
- Educational in nature





No Room for Hazing at UH Mānoa IV.B.9

Any acts of hazing, defined as an intentional, knowing, or reckless act committed by a person, whether individually or in concert with other persons, against a student, **regardless of that student's willingness to participate**, that:

- was committed in connection with an initiation into, an affiliation with, or the **maintenance of membership in**, an organization (such as a **club**, society, association, **athletic team**, fraternity, sorority, or *student government*); and
- causes or is likely to contribute to a substantial risk, **above the reasonable risk encountered** in the course of participation in the institution of higher education or the organization, of physical injury or psychological injury

<https://manoa.hawaii.edu/studentsuccess/hazing-prevention/>



Academic Grievances

Grade Appeals Process



Grade Appeals

The University of Hawai‘i at Mānoa has established a **grade appeals process*** to ensure fairness in academic evaluations.

Instructors must understand the steps involved in filing a grievance and **avoid retaliatory** behavior to support students effectively.

*Does NOT apply to classes taken at Law or Medical School





Instructor Responsibilities

- Allow students to **learn** & carry out academic activities
- Allow students to **question** or discuss aspects of class
- Treat students **fairly** and **respectfully**
- Adhere to course **catalog** description
- Use a **written syllabus** with requirements & procedures
 - <https://go.hawaii.edu/4Dr>
- Do **timely** evaluation and feedback
- Adhere to course & exam **schedule**, class times, and other policies
- Be **available**



Key Steps in the Grade Appeal Process

INSTRUCTOR APPEAL

Student will hold initial discussion with instructor for resolution & clarification

INTERNAL APPEAL

Department chair will hold discussions with student & instructor for review

OUTSIDE APPEAL

A designated committee outside dept will review information & policies to determine if a grade change is warranted

We're here to help you



Contact:

(808) 956-6231

GradeApp@hawaii.edu

[https://manoa.hawaii.edu/
student-success/academic-
grievance/](https://manoa.hawaii.edu/student-success/academic-grievance/)



Reporting Options

Academic Misconduct

- <https://go.hawaii.edu/G4K>

Behavioral Misconduct

- <https://go.hawaii.edu/8Ly>

Students of Concern

- <https://go.hawaii.edu/Xnc>





Writing A Report

Example: Poorly Written Referral

“During our advising meeting today, Bow seemed drunk.”

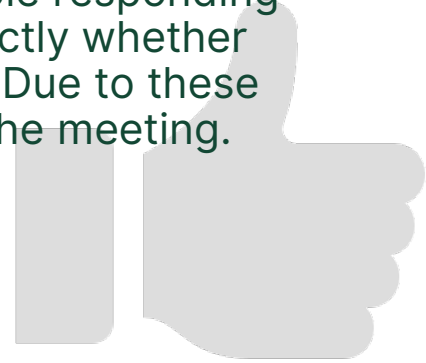




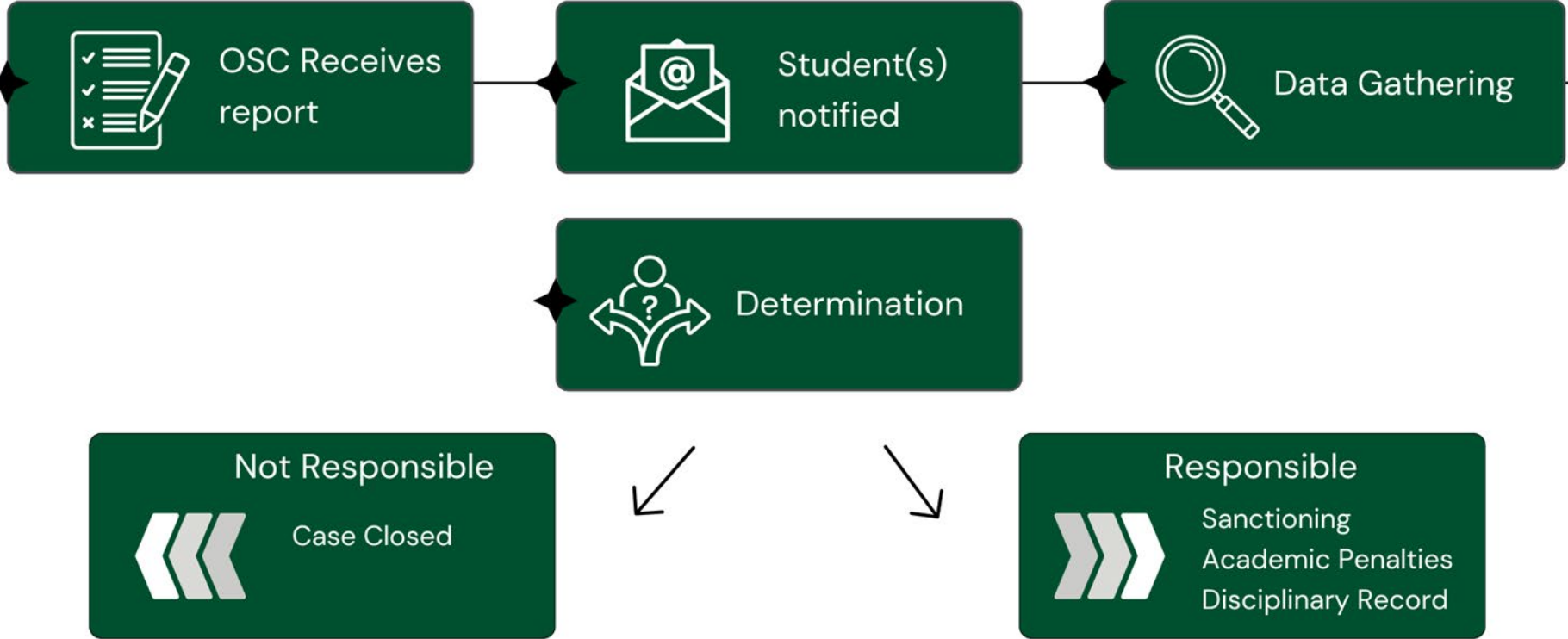
Writing A Report

Example: Well-Written Referral

On February 25, 2026, at approximately 2:15 p.m., during a scheduled advising meeting in QLCSS Room 207, I met with Bow [UH ID: 12345678]. During the meeting, I observed the following behaviors: Bow had bloodshot eyes, emitted a strong odor of alcohol, had slurred speech, and had difficulty maintaining balance when standing. Bow repeated himself multiple times and had trouble responding coherently to questions about his academic plan. When asked directly whether he had consumed alcohol, Bow stated, "I had a few drinks earlier." Due to these observations, I was concerned about possible intoxication during the meeting.



Student Conduct Process





Sanctions

Status

- Probation
- Suspension
- Dismissal
- Trespass ban
- No Contact Orders
- Loss of privileges

Educational

- Reflections
- Workshops
- Seminars/Programs
- Academic Tutorials
- Infographics
- Restorative Meetings





Common Referrals

- Academic Dishonesty
- Threatening or concerning behavior
 - In-person & online
- Intoxication/Drug use
 - Underaged alcohol consumption
- Fabrication/Falsification of documents
- Classroom disruption





Family Educational Rights & Privacy Act

FERPA protects student education records, but faculty & staff can disclose relevant information without student consent in specific situations to resolve a matter.

✓ You CAN share information with:

- **Your Supervisor**
- **Office of Student Conduct** (behavioral or policy violations)
- **OVPSS** (complex or at-risk student situations)
- **CSDC** (student mental health concerns)
- **KOKUA Program** (student access/accommodations needs)

⚠ **DO NOT** share details with other faculty, staff, or students unless they have a legitimate educational interest in resolving the concern.



RESIDENTIAL CONDUCT



FULL-TIME PROFESSIONAL STAFF

- 4 Associate/Assistant Directors
- 9 Residence Directors

PART-TIME STUDENT STAFF

- 2 Assistant Residence Directors
- 96 Resident Assistants

OUR TEAM

OFFICE OF RESIDENTIAL LIFE



RESIDENTIAL CONDUCT

- **Maintain a safe and healthy living environment in residence halls**
- **Educate students about University expectations**
- **Uphold Community Standards & student rights**
 - Note: This is a separate policy from the Student Conduct Code
- **Address primarily behavioral misconduct in the residence halls**
- **Work with campus partners to provide support for residents**

COMMON CASES

- NOISE DISTURBANCES
- ALCOHOL INCIDENTS
- DRUG INCIDENTS
- ROOMMATE CONFLICTS

COMMON PARTNERS

- DEPARTMENT OF PUBLIC SAFETY
- OFFICE OF STUDENT CONDUCT
- OFFICE OF TITLE IX
- BEHAVIORAL INTERVENTION TEAM
- COUNSELING AND STUDENT DEVELOPMENT CENTER
- CONFIDENTIAL ADVOCATES



CONDUCT PROCESS

INCIDENT RESPONSE

INCIDENT
RESPONSE



INCIDENT
REPORT FILED



RD OR AD FOR
CONDUCT
INVESTIGATES

INVESTIGATION

INVOLVED
STUDENTS
NOTIFIED



RD/AD MEETS
WITH STUDENT &
GATHERS INFO



RD/AD ISSUES
DECISION

DECISION

NOT RESPONSIBLE
CASE CLOSED

RESPONSIBLE
SANCTIONS ISSUED



SANCTIONS

Status

- Warnings
- Housing probation
- Housing suspension
- Housing dismissal
- No Contact Orders

Educational/Developmental

- Reflections
- Workshops & Online modules
- Restorative conversations
- Infographics & creative materials
- Policy reviews

CONTACT US



OFFICE OF RESIDENTIAL LIFE

JOHNSON HALL A - BASEMENT

(808) 956-8300

RESLIFE@HAWAII.EDU



Contact Information:

Queen Liliuokalani Center for Student Services 207

(808) 956-4416

osc@hawaii.edu

<http://go.hawaii.edu/bd7>

*We're here to support you on
your journey to success!*



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