



FURMAN
UNIVERSITY

STUDENT REPRESENTATIVE, STUDENT ACCOUNTABILITY HEARING BOARD

PURPOSE OF THE STUDENT ACCOUNTABILITY HEARING BOARD

The Student Accountability Hearing Board is a hearing body within Furman University's student conduct process. The board reviews cases of alleged violations of the University's Student Conduct Code. The board reviews all relevant and available case materials, including but not limited to incident reports, witness statements, and police bodycam video.

An integral part of student leadership is the contributions to campus life; to serve others by making the campus and community a better place. When selected to serve on this board, student members are afforded an opportunity to provide leadership for the larger community by maintaining the values, standards, and expectations of Furman University. Because of this, members of the Student Accountability Hearing Board are required to actively promote responsible student conduct among the Furman community by providing accountability to the clearly outlined expectations in the Student Conduct Code. As a member of this board, you are expected to pursue excellence, integrity, reliability, and respect and concern for others.

THE POSITION

Five individuals serve on a Student Accountability Hearing Board: one (1) conduct official, one (1) faculty/staff representative, and three (3) student representatives. The faculty/staff and student representatives serve as primary voting members when determining whether a student is responsible for a student conduct violation. If a student is found responsible, this same group determines appropriate action items for a student to complete as a result of a student conduct hearing.

Student representative positions on the Student Accountability Hearing Board are one-year appointments with the opportunity to reapply, provided all qualifications are met.

RESPONSIBILITIES

- Review case material in a timely fashion in preparation for a student conduct hearing
- Remain impartial and objective when hearing diverse viewpoints
- Appropriately notify student conduct officials of any perceived or actual conflict of interest with a student participating in the student conduct process
- Maintain confidentiality regarding all proceedings, including but not limited to, details of alleged incidents, person(s) involved, and outcomes of a student conduct process
- Uphold personal and professional decorum in communications with peers, fellow board members, and University faculty and staff.
- Attend and arrive on time to all scheduled training sessions and student conduct hearing

- Serve once a week on a student conduct hearing, typically during a 3 – 7 PM block between Tuesday and Thursday, depending on your availability
- Abide by the Student Conduct Code and all relevant university policies regarding student life

QUALIFICATIONS

- Be an undergraduate student enrolled at Furman for the current academic year
- Receive a recommendation from a current Furman faculty or staff member
- Have a cumulative grade point average (GPA) of 2.5 or higher at the time of application
- Be in good disciplinary standing with the University during the application process as well as during service on the board – active or unresolved cases are not considered in good disciplinary standing
- Cannot serve as a Resident Assistant (RA) during the desired period of service on the board
- Ability to relate well to others
- Ability to demonstrate leadership, conflict management, and organizational skills
- Ability to communicate effectively, both verbally and in writing

ITEMS NEEDED FOR A COMPLETE APPLICATION

- [Online application form](#)
- An updated resume uploaded to the online application form – for support in crafting a resume, please consult the [Malone Center for Career Engagement](#) or visit this website
- Select a [thirty-minute time slot](#) for an individual interview

Direct any questions you may have regarding the application and selection process for the Student Accountability Hearing Board to Rod Kelley, Assistant Dean of Student Conduct, at rod.kelley6@furman.edu.

Alternative application forms available upon request.