

Office of Student Conduct Record Retention Policy

Version:6.0

Effective Date5/1/2017

Policy Summary:

TheOffice of Student Conduct requires that alldisciplinaryrecords be retained following the

7/28/2022	5.0	Annual Policy Review
8/1/2023	6.0	Annual Policy Review

Policy Approvals and Reviews

Date	Organizational Group
4/3/17	Associate Dean of Students, Jennifer Scaia
4/4/17	Dean of Students, Stephanie Russell Krebs
4/11/17	University Registrar, Michelle Pelaez
4/13/17	Chief Information Officer, Information Technology and Security, Tammy Clark
5/4/17	Vice President of Operations and Planning, Linda Devine

Location: The Office of Student Conduct Records Retention Policy was posted on the

violating the Student Code of Conduct. Previous findings of responsibility maintained in this file will be utilized in determining appropriate sanctions.