



OFFICE OF THE DEAN OF STUDENTS



# BOSTON COLLEGE

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## Procedure :

- a. **Written Notification:** In all ed pa\_ie (defined as a e\_ponden\_ , and if applicable, complainan\_) ill be en\_ v\_ i\_ en n\_ ifica\_ ion of\_ the hea\_ ing, indica\_ ing\_ the alleged viola\_ ion ,\_ ,\_pe of boa\_ d, \_ime and loca\_ ion of\_ the hea\_ ing, \_he name of\_ q\_ he in\_ ol ed pa\_ ie , and\_ the name\_ of\_ the boa\_ d membe\_ and\_ i\_ ne\_ e\_ .

If an in\_ ol ed pa\_ ,\_ ha\_ a\_ pecific ba\_ i\_ o\_ belie\_ e\_ ha\_ a\_ boa\_ d membe\_ ho\_ ld\_ n\_ o\_ be on\_ the boa\_ d\_ e\_ o\_ a\_ conflic\_ of\_ in\_ e\_ e\_ o\_ bia\_ ,\_ the pa\_ ,\_ m\_ ,\_ n\_ o\_ if\_ ,\_ the Office of\_ the Dean of S\_ ,\_ den\_ no\_ la\_ e\_ hany\_ o\_ (2) b\_ i\_ ne\_ da\_ ,\_ befo\_ e\_ the hea\_ ing. If\_ the Office of\_ the Dean of S\_ ,\_ den\_ de\_ e\_ mine\_ \_ ha\_ \_ the e\_ i\_ e\_ idence of\_ a\_ conflic\_ o\_ bia\_ ,\_ the boa\_ d membe\_ in\_ q\_ e\_ ior\_ ill be e\_ c\_ ed, and an\_ q\_ he boa\_ d membe\_ ,\_ if a\_ ailable, ma\_ ,\_ be\_ \_i\_ b\_ \_ i\_ \_ ed. The deci\_ ion of\_ the Office of\_ the Dean of S\_ ,\_ den\_ i\_ final.

- b. **Reading of Alleged Violation and Report :** The chai\_ pe\_ on\_ ill in\_ o\_ d\_ ce\_ the complain\_ b\_ ,\_ eading\_ the alleged viola\_ ion\_ a\_ ha\_ e\_ been p\_ o\_ ided\_ o\_ the e\_ ponden\_ in\_ the n\_ o\_ ice\_ le\_ e\_ and, if app\_ op\_ ia\_ e, al\_ o\_ ead\_ fom\_ o\_ efe\_ \_ o\_ the inciden\_ epo\_ ( ) and q\_ he\_ ele\_ an\_ ma\_ e\_ ial\_ .

- c. **Opening S\_ a\_ emen\_ :** Each in\_ ol ed pa\_ ,\_ ,\_ a\_ \_ing\_ i\_ h\_ the complainan\_ (if applicable)\_ ill ha\_ e\_ the oppo\_ \_i\_ n\_ i\_ \_ o\_ make a\_ b\_ ief\_ opening\_ \_ a\_ emen\_ in\_ e\_ pon\_ e\_ o\_ the allega\_ ion\_ and/o\_ q\_ he\_ ele\_ an\_ ma\_ e\_ ial\_ . Opening\_ \_ a\_ emen\_ a\_ e\_ n\_ o\_ eq\_ i\_ ed.

- d. **Q\_ e\_ ion :** The boa\_ d membe\_ ma\_ ,\_ q\_ e\_ ion in\_ ol ed pa\_ ie\_ and an\_ ,\_ appea\_ ing\_ i\_ ne\_ e\_ on\_ all\_ ma\_ e\_ \_ele\_ an\_ \_ o\_ the complain\_ a\_ an\_ ,\_ ime\_ d\_ ing\_ \_ the hea\_ ing. In\_ ol ed pa\_ ie\_ v\_ ill be all\_ o\_ ed\_ o\_ a\_ k\_ ele\_ an\_ q\_ e\_ ion\_ of\_ q\_ he hea\_ ing pa\_ icipan\_ . All\_ q\_ e\_ ion\_ ,\_ ho\_ e\_ e\_ ,\_ m\_ ,\_ be\_ di\_ ec\_ ed\_ o\_ and\_ h\_ q\_ gh\_ the chai\_ pe\_ on\_ ho\_ e\_ e\_ \_ the i\_ gh\_ \_ o\_ de\_ e\_ mine\_ \_ ha\_ a\_ q\_ e\_ ior\_ ill be e\_ c\_ ded\_ on\_ the ba\_ i\_ \_ ha\_ i\_ i\_ n\_ o\_ \_ele\_ an\_ \_ o\_ the alleged viola\_ ion\_ o\_ inapp\_ op\_ ia\_ e. Wi\_ ne\_ e\_ \_i\_ pon\_ eq\_ e\_ of in\_ ol ed pa\_ ie\_ ,\_ o\_ the Hea\_ ing Boa\_ d, ma\_ ,\_ peak\_ ab\_ \_ \_ ho\_ e\_ fa\_ \_ \_ o\_ hich\_ he\_ ,\_ a\_ e\_ a\_ i\_ ne\_ ,\_ and\_ ha\_ a\_ e\_ ele\_ an\_ \_ o\_ the complain\_ ,\_ and\_ ill\_ anv\_ e\_ an\_ ,\_ q\_ e\_ ion\_ po\_ ed\_ b\_ \_ the boa\_ d and b\_ ,\_ in\_ ol ed pa\_ ie\_ .



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- e. **Closing Statement** : In closed parties can make a brief closing statement to the Hearing Board. The respondent should provide information presented at the hearing on the point relevant to the complaint. The chairperson may give each party a few minutes to prepare the closing statement.
  
- f. **Additional Evidence or Witnesses** :