

The University of Denver

Student Rights & Responsibilities

Procedures for Student Organizations

The University of Denver (University) will address allegations that a Student Organization may have violated one or more [Honor Code](#) Community Standards and/or [University Policies](#), including, but not limited to, the [Student Organization Handbook](#), and/or applicable policies of affiliated state, regional, national, or international organizations, as specified in these procedures. The Office of Student Rights & Responsibilities (SRR) has the authority to investigate and resolve Alleged Community Standards Violations related to Student Organizations pursuant to the [Honor Code](#) and these procedures both on and off University Premises. In any instance in which these procedures require additional clarity, or these procedures conflict with the [Honor Code](#), the Honor Code will generally take precedence. The Director of Student Rights & Responsibilities (Director) has the sole discretion to determine the applicable procedures and to delegate responsibility for such investigation and resolution.

Action taken against Student Organizations is an extension of the [SRR process](#). SRR, in consultation with relevant campus partners and/or University Officials will take the appropriate action as determined by SRR and in accordance with the [Honor Code](#) and University Policy to address reports involving Student Organizations and/or to strive to prevent future violations.

The investigation and/or resolution of an individual's Alleged Community Standards Violations does not absolve nor replace the Student Organization of responsibility for the Alleged Community Standards Violations, nor does the investigation and/or resolution of organizational responsibility absolve individuals of their responsibility for Alleged Community Standards Violations.

Throughout this document, the term Student Organization will be understood to refer to any group which meets the definition of Student Organization as set forth in the [Honor Code](#).

The Chancellor and the Provost & Executive Vice Chancellor grant authority to SRR to resolve alleged violations of the [Honor Code](#) and other University Policies by Students and Student Organizations. The Director of SRR has the authority to implement these procedures. When there may be conflicts between this document and other University Policies and/or procedures (excluding policies and procedures under the [Office of Equal Opportunity & Title IX](#)), the Director of SRR has the authority to resolve such conflicts regarding the interpretation of these procedures.

The [Honor Code](#) applies to Student Organizations, and Student Organizations are expected to follow the [Honor Code](#). The procedure for addressing potential Alleged Community Standards Violations by Student Organizations is set forth in this document. The Director has the authority, based on their sole discretion, to resolve any dispute regarding the implementation of these procedures.

Definitions as set forth in the [Honor Code](#) apply to this document and the procedure outlined therein.

Recognition of Student Organizations

Groups seeking recognition as a Registered Student Organization and groups that meet the definition of a Student Organization as set forth in the [Honor Code](#) and must comply with the relevant applicable procedures.

Compliance of Student Organizations

Student Organizations are subject to and must comply with the [Honor Code](#) and [University Policies](#). The University expects that officers and members of a Student Organization know and abide by the [Honor Code](#) and all [University Policies](#).

Governing Bodies/Affiliated Organizations

The University acknowledges that some Student Organizations have governing bodies and/or affiliations with state, regional, national, or international organizations that have developed position statements or regulations concerning certain conduct. The University will apply potential Alleged Community Standards Violations and these procedures based on the [Honor Code](#) and other [University Policies](#). The University may report applicable information to the Student Organization's governing body and/or affiliated organizations.

Reporting

The [reporting form](#) and process for Alleged Community Standards Violations involving Student Organizations is the same as the reporting process set forth in the [Honor Code](#). SRR will refer reports of alleged violations of the University's [Discrimination and Harassment Policy](#), to the [Office of Equal Opportunity & Title IX](#) as set forth in the [Honor Code](#).

Initial Assessment

Upon receipt of a report of an Alleged Community Standards Violations involving a Student Organization(s), the Director, in consultation with appropriate campus partners and/or University Officials, will conduct an initial assessment to determine if the allegations in the report may reasonably constitute violations of Community Standards.

If the Director so determines, the Director will determine which investigation option is most appropriate based on multiple criteria, including, but not limited to:

- The nature and severity of the incident(s);
- The Student Organization's previous conduct history;
- The current conduct status of the Student Organization; and
- Any other relevant factors the Director deems appropriate.

Interim Action/Interim Suspension for Student Organizations:

The Director has the sole discretion to place a Student Organization on Interim Action or Interim Suspension pending final resolution of the matter. An Interim Action and Interim Suspension will be effective immediately, without prior notice. SRR uses the same process to determine whether a Student Organization should be issued an Interim Action or Interim Suspension as set forth in the [Honor Code](#) for Students.

Upon issuance of an Interim Action or Interim Suspension, the Director will notify the Student Organization Representative and other appropriate parties in writing.

Interim Action of a Student Organization

An Interim Action of a Student Organization will place restrictions on specified activities of a Student Organization as determined by the Director's sole discretion and based on the totality of the circumstances and other relevant documents and procedures.

Interim Suspension of a Student Organization

An Interim Suspension of a Student Organization prohibits all activities of the Student Organization, including meetings, recruitment, programming, and other gatherings or events, social or otherwise. If a Student Organization has existing contractual obligations for any upcoming events, the Student Organization must cancel the events and bear the financial and other consequences related to those contractual obligations.

For the purposes of Interim Suspension, SRR considers a Student Organization event to be any event where five (5) or more Potential New Members of, active members of, alumni members of, or other individuals reasonably associated with the Student Organization may be in attendance. If five (5) or more individuals who meet one of these criteria reside together, any event hosted at the location where they reside will be considered a Student Organization event. However, SRR will not consider events where Students reside together and participating in activities consistent with residing in a shared space to be a Student Organization event.

Appeal of an Interim Action/Interim Suspension

Student Organizations do not have the same rights to appeal Interim Actions as Students are afforded under the Honor Code. Accordingly, Student Organizations do not have the right to appeal an Interim Action.

If a Student Organization desires to appeal an Interim Suspension, the Student Organization must submit a written appeal to the Director of SRR within five (5) Business Days. However, the Interim Suspension will remain in effect while the appeal is pending.

The SRR process addresses behavior and conduct, not the character of a Student Organization or contributions made by or accomplishments of Student Organizations. Testimonials, grade reports, newsletters, or other similar communications or statements about a Student Organization are not considered relevant and, therefore, are not permissible in the appeal of an Interim Suspension.

The University will make a good faith effort to complete the appeal within ten (10) Business Days from the date the appeal is provided to the Appellate Officer. The process for considering an appeal of an Interim Suspension for a Student Organization is consistent with the process for considering an appeal of an Interim Suspension of a Student as set forth in the [Honor Code](#).

The Appellate Officer's decision is considered final and there are no further routes of appeal.

Student Organization Procedure

Proper Written Notification

If the Director determines, during the initial assessment, that the allegations in the report may reasonably constitute violations of Community Standards, SRR will send a notification to the president, captain, or other equivalent leadership position of the Student Organization as the default Organization Representative for the Student Organization and to the Student Organization's applicable advisor(s), coach(es), or other equivalent individual(s) via the email address(es) supplied to the University.

This Proper Written Notification may include:

- The Alleged Community Standards Violations under review;
- Date(s), location(s), and timeframe of Alleged Community Standards Violation(s);
- Process for designating an Organization Representative; and
- A time, date, and location for an Informational Meeting.

Organization Representative

The Organization Representative is the Student member of the Student Organization who will make decisions on behalf of the Student Organization throughout the SRR process. The decisions of the Organization Representative will be binding for the Student Organization. If, based on the information available, it is inappropriate for the individual holding the position of president, captain, or other equivalent leadership position to be the Organization Representative, or the Student Organization wishes to have a different individual serve as the Organization Representative, the Student Organization must inform the Director of the name and contact information for the designated individual at least five (5) Business Days prior to the Informational Meeting.

Advisor

The Advisor(s) is/are a nonstudent(s) whom the Student Organization has designated to provide guidance to the Student Organization. The Advisor(s) is/are subject to the following restrictions:

- Advisor(s) may accompany and be present at any meeting and may consult directly with the Organization Representative in a way that does not disrupt or delay the meeting.
- The Advisor(s) may not:
 - Speak on behalf of the Student Organization or any individual member of the Student Organization;
 - Be a Witness;
 - Present Evidence/Information on behalf of the Student Organization or any individual member of the Student Organization during the SRR process; or
 - Otherwise actively participate in any proceeding pursuant to these procedures.
- SRR may dismiss from the SRR process any Advisor(s) who act(s) in a manner contrary to these restrictions or otherwise disrupts any meeting from that meeting and/or future proceedings pursuant to these procedures.

Informational Meeting

The Informational Meeting provides an opportunity for the Organization Representative and SRR to discuss the procedures set forth in this document, the applicable investigative option(s) and resolution option(s) available to address the Alleged Community Standards Violations, and for SRR to answer any questions to promote understanding for the Organization Representative and Advisor(s) as applicable. The Organizational Representative is required to participate in the Informational Meeting. If the Organization Representative does not complete this responsibility, SRR will report this to the Advisor(s) and any applicable governing body and/or affiliated organizations. SRR may require the Student Organization to

select a new Organization Representative who will fulfill the obligations of the Organization Representative during the SRR process.

Investigative Options

The Director, in consultation with appropriate campus partners and/or University Officials, has the sole discretion to determine which Investigative Option(s) is/are available to a Student Organization. If the Director determines that the Organization Led Process is an Investigative Option, the Student Organization will be consulted to determine if the Organization Led Process is appropriate.

SRR will not permit any reported allegations that may constitute Hazing as defined in the Honor Code to be subject to the Organization Led Process.

Organization Led Process

The Organization Led Process is only an option for Student Organizations when the Director, in their sole discretion, determines that the initial assessment and/or information received supports this investigative process. When a Student Organization is not in good conduct standing, the Organization Led Process will likely not be appropriate.

If SRR identifies the Organization Led Process as an investigative option for a specific case and a Student Organization agrees to the Organization Led Process, SRR will provide the Student Organization with access to incident information, supporting documentation, and an investigative template. The Student Organization then conducts an internal investigation in order to develop and submit a written Investigative Report to SRR. SRR is available to consult with the Organization Representative throughout the internal investigation.

The Student Organization must submit the written Investigative Report to SRR within ten (10) Business Days of the Informational Meeting, or as otherwise specified in writing by SRR. After reviewing the Investigative Report, SRR may:

- Request that the Organization Representative conduct additional investigation and submit an updated Investigative Report within ten (10) Business Days of SRR's request;
- Consult with the Organization Representative and request agreed upon adjustments to the findings of responsibility within five (5) Business Days of SRR's request; or
- Take any other action deemed appropriate by the Director in their sole discretion.

If, during the Organization Led Process, SRR determines that the Student Organization has provided inaccurate or incomplete information, SRR will determine whether the Organization Led Process will continue or if SRR will instead use the University Led Process to address the incident.

Unless SRR determines that SRR will use the University Led Process to address the incident, SRR will schedule a Resolution Meeting to discuss the findings of the Investigative Report and review next steps. The Director, in their sole discretion, will determine whether the findings of responsibility proposed by the Organization Representative are consistent with the Evidence/Information applying the Preponderance of the Evidence Standard.

SRR Agreement with Findings

If SRR agrees with the findings of responsibility and does not identify any other discrepancies or concerns, SRR will work with the Organization Representative to finalize the determination in the case.

Not Responsible

If the Student Organization is determined to be Not Responsible for any Alleged Community Standards

Violations, SRR will issue Proper Written Notification documenting the findings and close the Case(s).

Responsible

If the Student Organization is determined to be Responsible for one or more violations of the Honor Code and other University Policies, SRR will refer the case to the Administrative Resolution Option.

SRR Disagreement with Findings

If SRR disagrees with the findings of responsibility SRR will either:

- Refer the incident to the University Led Process; or
- Complete a final Investigative Report, including recommendations regarding responsibility based upon a Preponderance of the Evidence Standard for review by the Director.

University Led Process

If the Director determines the Organization Led Process is not an appropriate investigative option, the Director may designate a SRR Staff Member, a University Official, or an external investigator (hereafter all are referred to as Investigator(s)) to conduct an investigation on behalf of SRR. The investigation process may include:

- Interview of Involved Parties and Witnesses, review of documents, and gathering of all Relevant Evidence/Information concerning the alleged violation(s) of the Honor Code and other University Policies; and
- An opportunity for the Organization Representative to provide Relevant Evidence/Information and a Witness list to the Investigator(s).
 - The Investigator(s) has/have the sole discretion to determine whether proposed Evidence/Information is Relevant.

The Investigator(s) will draft a written Investigative Report that summarizes the findings.

The Organization Representative will have an opportunity to review the draft Investigative Report and submit Relevant, factual, written comments within five (5) Business Days from receipt of the draft Investigative Report.

The Investigator(s) will complete a final Investigative Report, including a recommendation regarding responsibility based upon a Preponderance of the Evidence standard for review by the Director.

Not Responsible

If the Investigator(s) determines a finding of not responsible, SRR will issue Proper Written Notification documenting the findings and close the Case(s).

Responsible

If the Investigator(s) determine a finding of responsibility for one or more violation(s) of the Honor Code and other University Policies, SRR will determine which Resolution Option is most appropriate.

Resolution Options

The Director will review the Investigative Report and consider many factors, including, but not limited to (1) which [Honor Code](#) Community Standards and/or [University Policies](#) the Student Organization was found responsible for, (2) the conduct history of the Student Organization, (3) the level of cooperation and honesty from the members of the Student Organization during the SRR process, and/or (4) the impact of the conduct on the University Community, community members, University and community safety, and the University environment. The Director will then select from one of the following resolution options.

Administrative Resolution

SRR selects the Administrative Resolution process for cases, including but not limited to, (1) in which the Student Organization has been found responsible for lower level violations, (2) the Student Organization does not have a significant conduct history, (3) the level of cooperation and honesty from the members of the Student Organization during the SRR process, and (4) the impact of the conduct on the University Community, community members, University and community safety, and the University environment..

SRR Staff, based on the information available, will assign appropriate Status and Educational Outcomes. When appropriate, SRR may work in collaboration with the Organization Representative, Advisor(s), and any affiliated organizations to determine Educational Outcomes.

The findings of responsibility and Outcomes assigned through the Administrative Resolution process are final and may not be appealed.

Student Accountability Board (SAB)

SRR selects the Student Accountability Board (SAB) process for cases, including but not limited to, (1) in which the Student Organization has been found responsible for higher level violations, (2) the Student Organization has repeatedly violated the same [Honor Code](#) Community Standards and/or [University Policies](#), (3) members of the Student Organization have failed to cooperate or engage honestly in the SRR process, (4) the impact of the conduct on the University Community, community members, University and community safety, and the University environment., and (5) the Student Organization has an extensive conduct history. Student Organizations that are sent to a SAB for Outcome determination may be assigned any level of Status Outcome, up to and including Suspension or Removal of the Student Organization.

SRR will present the final Investigative Report and all relevant information to the SAB, including but not limited to, all previous Student Organization conduct matters and all materials related to the current investigation. The Organization Representative will have an opportunity to participate in the SAB to share the perspective of the Student Organization and answer any questions. Based on the Investigative Report, the findings of responsibility, the Student Organization's past conduct history, and any other relevant information available, the SAB members will impose the appropriate Status Outcome and Educational Outcome(s).

Please see the [Honor Code](#) for more information on the Student Accountability Board.

Outcomes

SRR will administer all Status and Educational Outcomes assigned to Student Organizations. The Outcomes may be assessed singly, in combination, or to follow consecutively (e.g., a Student Organization may have its recognition rescinded and be allowed to return as a Student Organization on Organizational Probation at the completion of the time of rescinded recognition). The Proper Written Notification will list Outcomes assigned, including the length of any applicable Status Outcome and/or removal periods, the specific privileges to be forfeited, and any and all other conditions established as a part of the imposed Status or Educational Outcomes. In some cases, Educational Outcomes may be completed through University or non-University offices or programs. Those programs will report completion to SRR.

SRR will maintain the Proper Written Notification in the Student Organization's SRR record. If applicable, a copy of the Proper Written Notification may be sent to the relevant governing body and/or affiliated organizations.

If the Student Organization misses any deadlines, fails to complete any Outcomes, and/or is found responsible for subsequent violation(s), the Student Organization may face additional Outcomes and/or

further conduct action under the [Honor Code](#) and these processes.

Status Outcomes

These Outcomes define the Student Organization's standing at the University. These include the following:

- An **Educational Letter** is an informal Status Outcome that is given to notify the Student Organization that behaviors displayed by the Student Organization and/or a number of Student Organization members have been inconsistent with the expectations of the University.
 - The Educational Letter has no immediate effect upon the Student Organization's status at the University and is considered informational.
 - However, while the SRR process evaluates each situation to determine the most appropriate Outcomes, the Student Organization should not expect to receive another Educational Letter if the Student Organization or a number of members are involved with any [Honor Code](#) Community Standard or [University Policy](#) violations in the future.
 - An Educational Letter cannot be appealed.
- A **Written Warning** is given to notify a Student Organization that the behaviors of the Student Organization and/or a number of Student Organization members have been inconsistent with the expectations of the University.
 - A Written Warning has no immediate effect upon a Student Organization's status at the University.
 - However, while the SRR process evaluates each situation to determine the most appropriate Outcomes, the Student Organization should not expect to receive another Written Warning if the Student Organization or a number of members are involved with any Community Standard violations in the future.
 - A Written Warning cannot be appealed.
- **Student Organization Probation** serves to notify a Student Organization that it must avoid any further Alleged Community Standards Violations for a specified period of time in order to remain a Student Organization at the University. Student Organizations on Student Organization Probation are not in good standing with the University.
 - Student Organizations on Student Organization Probation are not in good standing with the University. As a result, a Student Organization may be prohibited from participating in certain activities or forfeit specific privileges while on Student Organization Probation.
 - If a Student Organization on Student Organization Probation is found responsible for any subsequent Alleged Community Standards Violations, higher level Status Outcomes will be considered.
 - Student Organization Probation status remains in effect through the assigned date and will continue after that date until the Student Organization has successfully completed all required Educational Outcomes.
- **Student Organization Elevated Probation** serves to notify a Student Organization that it must avoid any further Alleged Community Standards Violations for a specified period of time in order to remain a Student Organization at the University. Student Organizations on Student Organization Elevated Probation are not in good standing with the University.
 - Student Organizations on Student Organization Elevated Probation are not in good standing with the University. As a result, a Student Organization may be prohibited from participating in certain activities or forfeit specific privileges while on Student Organization Elevated Probation.
 - If a Student Organization on Student Organization Elevated Probation status is involved in any subsequent Alleged Community Standards Violations, the Student Organization may be issued an Interim Action or placed on Interim Suspension Status until successful resolution.
 - If a Student Organization on Student Organization Elevated Probation status is found responsible for any subsequent Alleged Community Standards Violations, the Student Organization may be referred to a Student Accountability Board (SAB).

- Student Organization Elevated Probation status remains in effect through the assigned date and will continue after that date until the Student Organization has successfully completed all required Educational Outcomes.
- A Student Organization placed on Student **Organization Suspension** is not an active nor recognized Student Organization at the University.
 - A Student Organization on Student Organization Suspension is prohibited from the following, including but not limited to:
 - Using any University resources, including but not limited to, meeting rooms, supplies, employees as advisors, technology, or other resources.
 - Advertising or promoting itself as affiliated and/or connected to the University,
 - Soliciting or initiating any new members,
 - Sponsoring, co-sponsoring, or participating in any and all social, intramural, athletic, or other similar activities on or off campus, and
 - Occupying or using any space within any building, facility, or other property on University Premises unless and until the Student Organization returns to the status of a Student Organization in good standing.
 - While on Student Organization Suspension, a Student Organization forfeits any privileges it may have held while a Student Organization at the University.
 - Prior to returning to the University after successfully completing the Student Organization Suspension period and any assigned Educational Outcomes, a Student Organization must complete the return process with Student Rights & Responsibilities as applicable.
 - If a Student Organization returns after successfully completing Student Organization Suspension and is involved in any subsequent Alleged Community Standards Violations, the Student Organization more likely than not will be issued an Interim Action or be placed on Interim Suspension until successful resolution of the Student Organization conduct process.
 - If a Student Organization returns from Student Organization Suspension status and is found responsible for any subsequent Alleged Community Standards Violations the Student Organization will be referred to a Student Accountability Board (SAB).
- When a SAB imposes the Status Outcome of **Student Organization Rescission/Removal**, the Student Organization is removed from the University for a minimum of four years and may be removed permanently.
 - Student Organization Rescission/Removal is the most serious Status Outcome that the University may impose on a Student Organization.
 - Student Organization Rescission/Removal includes, but is not limited to:
 - The revoking of the University's registration of the Student Organization,
 - Cessation of University funding,
 - Prohibition on all operations at the University, including, but not limited to:
 - Advertising or promoting itself as affiliated and/or connected to the University,
 - Soliciting or initiating any new members,
 - Sponsoring, co-sponsoring, or participating in any and all social, intramural, athletic, or other similar activities on or off campus, and
 - Use of University resources.
 - If the Student Organization also holds a charter from a governing body and/or affiliated organization, the University will send the governing body and/or affiliated organization all relevant documentation for their consideration of charter membership.
 - The Student Organization will no longer be eligible for housing privileges on University Premises or to use any building, facility or other property on University Premises.

Educational Outcomes

The [Honor Code](#) specifies that Educational Outcomes are “intended to facilitate the learning process and encourage Students to reflect on the impact of the decisions they have made and help Students develop the skills necessary to be successful at the University.” The types of Educational Outcomes imposed may include, but are not limited to:

- Reflective Activities
- Programs & Activities
- Interventions
- Restrictions
- Referrals
- Restitution
- Other Outcomes determined to help develop the culture and community of a Student Organization.

The [Office of Student Rights & Responsibilities](#) may consult with other University Office(s), the governing body and/or affiliated organization (if applicable), organizational leadership, advisors, and/or other appropriate stakeholders when determining which Educational Outcomes to impose.

Appeal Procedures

Student Organizations do not have the right to appeal decisions made through the Administrative Resolution process. However, the Student Organization, through the Organization Representative, may appeal the Status Outcomes imposed by the Student Accountability Board on the basis that the Status Outcomes imposed are substantially disproportionate to the severity of the violation.

The Organization Representative must submit an Appeal Form to the [Office of Student Rights & Responsibilities](#), within five (5) Business Days of the SAB decision. If the Organization Representative submits an appeal, the Outcomes are considered “on hold” pending a final appeal decision unless SRR determines otherwise in its sole discretion or in cases in which a Student Organization was previously issued Interim Actions or an Interim Suspension.

The Vice Chancellor for Student Affairs will serve as the appellate officer for Student Organization appeals.

Revisions and Amendments

These procedures were developed and have been revised following input from a broad range of constituencies within the University. Revisions to these procedures may be made to reflect the ever-changing community and circumstances facing the University. At times, changes to these procedures can be made outside the annual review due to changes in federal, state, or local statutes, regulations, or ordinances or to address pressing University needs.

The University maintains the right to amend these procedures as deemed necessary. SRR will communicate any substantive changes to these procedures to the University community in a timely manner.