

Mediation Program

Student Peer Mediation Program

Purpose

The Office of Community Standards provides students an avenue to address and resolve interpersonal conflicts which may include, but are not limited to, conflicts between members of a student organization, roommates, student with a class or study group, faculty/staff and student and friends.

Mediation is a non-adversarial form of Alternative Dispute Resolution (ADR). It is a voluntary, informal, problem-solving process in which an impartial person – the Mediator–acts as a facilitator to help parties settle their dispute. The people in conflict solve their own problems, with the assistance of the Mediator.

Mediation is available to students who have a desire to handle their conflicts outside the student conduct process, when appropriate, at the discretion of the Conduct Officer.

Process Overview

Mediation services offered by the Office of Community Standards start with a general inquiry by one party. The Conduct/Intake Officer will determine if mediation is appropriate. If so, the Intake Officer will contact the parties involved. All parties must agree to the mediation process before mediation can take place. If all parties agree to mediation, a Mediator is assigned to set up a meeting time and location.

If an agreement is reached, then the Mediator helps to create a contract by which all parties can abide. If an agreement is not reached, and if there is a conduct violation in questions, the matter is referred to our student conduct process. However, if there is no conduct violation in question, then all parties are encouraged to seek other reasonable and appropriate remedies to resolve their conflict.



The Office of Community Standards has established a peer mediation program for students interested in helping their peers.

A Peer Mediator is a student who has been trained in the skills and techniques of mediation and the mediation process. The mediator facilitates those in conflict to bring about a resolution. The Peer Mediator is a neutral third party who does not judge or determine right or wrong. It is not the responsibility of the mediator to determine the outcome of the dispute. The Peer Mediator assists both parties in expressing their feelings and developing solutions in order to reach a mutual agreement.

Peer Mediator training is offered during the year through the Office of Community Standards. Peer Mediators receive a Certificate of Completion upon successful completion of the training and are required to complete additional training as necessary.

If you are interested in serving the Clayton State University community as Peer Mediator, please contact the Office of Community Standards.



Contact Us

All members of the Clayton State campus community may express interest in serving as a peer mediator or report alleged conduct violations of the Student Code of Conduct to:

Office of Community Standards
James M. Baker University Center
Suite 250
(678) 466-5444
studentconduct@clayton.edu

For More Information:
clayton.edu/community-standards

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OFFICE OF COMMUNITY STANDARDS

A unit of the Division of Student Affairs



Student Conduct and Mediation

Dreams. Made Real.



OFFICE OF COMMUNITY STANDARDS

Mission

The Office of Community Standards supports the academic mission by promoting a safe, respectful, and ethical University environment through set behavior standards which are outlined in the Student Code of Conduct.

The Department works to educate students on their rights and responsibilities in the University Community, and through its processes and procedures, ensures accountability for improper behavior, upholds the requirements of due process, and applies fair, appropriate, and educational disciplinary sanctions for conduct violations.



The Conduct Process



Incident Report is received by the Office of Community Standards



Accused student meets with the Conduct Officer to:

- a. Read the incident report and review alleged charges
- b. Review Student Rights and Responsibilities in the conduct process
- c. Choose whether to accept or deny responsibility



If the accused student accepts responsibility, then a sanction is imposed.

- a. Student is able to choose the sanctioning authority



If the accused student denies responsibility, then a hearing is held.

- a. Hearing Officer – one faculty or staff member
- b. University Hearing Panel – group of faculty, staff, and students



Hearing authority reviews written and oral information.

- a. If student found “Not in Violation” of alleged charge(s), case is closed.
- b. If student found “In Violation” of alleged charge(s), sanctions are imposed.

University Hearing and Sanctioning Authorities

The following authorities adjudicate cases and/or administer sanctions:

University Hearing Panel (UHP) is a faculty/staff/student committee designated by the Director of Student Conduct and Community Standards. Panel members attend an annual training to learning adjudication techniques and strategies.

University Hearing Officer is a faculty or staff member designated by the Director of Student Conduct and Community Standards. Hearing officers are pulled from the pool of UHP members.

Conduct Officer is a staff member in the Office of Community Standards and may administer sanctions to students who claim responsibility for alleged violations. Conduct Officers also participates in the hearing process.



Frequently Asked Questions

What happens if I violated the Student Code of Conduct or Housing Policies?

You will receive an email informing you of an appointment with the conduct officer. In that meeting, you will be informed of any charge(s) and given an opportunity to accept or deny responsibility of the alleged charge(s).

What if I don't show for my meeting with the conduct officer or schedule a hearing?

Ignoring the situation will not make it go away. If you do not arrive for your scheduled meeting, the conduct officer may add a charge of “Failure to Comply” to the list of charges and the case will be adjudicated with or without your participation.

What if I was not aware of a rule and didn't know I was breaking it?

A lack of knowledge or understanding of a policy is not an excuse for misconduct. Every student is responsible for knowing the policies and regulations of the University. It is important for you to read the Student Code of Conduct and Housing Policies.

What if the incident happened off-campus?

The University has jurisdiction for behavior off-campus if and when it becomes aware of such behavior.

What if I need help during the process?

Students accused of violating the Student Code of Conduct are allowed to have one advisor with them during a conduct hearing. The Advisor (not the same as your academic advisor) cannot actively participate in the hearing, however, the Advisor can offer comments of the clarification to the accused.

Will my parents be notified of this incident?

A parent may be notified of violations of University policy in accordance with the Family Educational Rights and Privacy Act (FERPA). Generally, this means that parents may be notified of violations involving alcohol and drugs, there may be additional circumstances as well.