

Student Life Division

Departmental Annual Report

2003-04

Department: Student Life Office/ Judicial and Off Campus Housing

Please provide up to 5 specific examples illustrating how your department contributes to the mission of the University.

1. Concern for the individual student – challenge student’s inappropriate behavior and through creative sanctioning, identify what might benefit the student (ie. Restitution, anger management, apology letter, research paper, reflective paper, individual interview, community service)
2. In the formative tradition, aid the student in realizing his/her role in the larger community, thus complementing the ethical dimension of learning. In practical terms, this often comes about by giving back to the community through service hours or in the work of the Off Campus Housing Coordinator.
3. Through the Peer Review Board, offer students opportunities for leadership and moral discernment for those students ready and able to accept the challenge of holding their peers accountable.
4. The judicial function of the University (for both students with violations as well as members of the Peer Review Board, encourage students continuous pursuit of truth, human rights and the common good.

Please list up to five key factors that impacted your department this year. (These items could be planned or unplanned. Examples: unplanned - September 11th, planned - sophomores in residence).

1. Sophomores in housing brought the issues of our second year students closer in to the campus. Therefore, many departments in Student Life saw an increase in the number of student contacts and the Judicial Office and Off Campus Housing Office were no exceptions. What this did in effect was bring the students’ issues closer in to examine by administrators thus helping students challenge their own behaviors and aid in facilitating their development and character formation.
2. Underage alcohol use and abuse continues to be the number one problem and contributes to interpersonal conflict, property damage, and disrespect for others. Off campus conflict was reduced by 50% due to having younger students live on campus or commuting from home and living with parents.
3. Upperclass students living in houses in the neighborhood were evicted this year as a result of not being in compliance with code that is three or less unrelated individuals living in a single dwelling. This resulted in turmoil and unrest in the office especially at

the beginning of the year as students were displaced and both they and their parents were seeking assistance for relocation.

Please comment on the progress of the goals you set last year (please tie in to Plan 2000 when applicable).

1. The Student Handbook is distributed to in hardcopy to new students each year. The book is available online and updated annually for everyone's usage. This past year as more books were printed, these Handbooks were then distributed to targeted offices such as Deans' Offices, the Registrar's Office, the Field House and Study Abroad.
2. More Off Campus listings and services are available on the web. A new roommate needed/wanted option is available to students this year.
3. Peer Review Board continues to grow as a desired opportunity for leadership for students with varied interests including law, professional school, and criminal justice. Qualified applicants are interviewed at a greater number each year.
4. Assessment continues to examine the differences between the volume of cases and students seen in the office annually. Sophomores, as expected, were the group in number that increased the most this year and in addition, had the greatest results in terms of compliance and learning (versus resistance) from sanctions.

Assessment initiatives:

1. Assessment continues to examine the differences between the volume of cases and students seen in the office annually as it compares to year's pasts. This enables us to see trends, that is, what violations we are seeing more of (disrespect of others), less of (drugs including marijuana), and which stay the same (although a large percentage, the number of violations is about the same).
2. Although the staff in the Judicial Office spent considerable amount of time with faculty members planning an assessment of students' perceived sense of fairness in the judicial process, this research did not come to fruition for this past academic year.

Assessment outcomes:

1. While the violations of "disrespecting others", "assaulting/threatening", "quiet hours and guest policy violations" are on the increase, "drugs (for the most part, marijuana)", "lewd behavior", and "dishonesty violations" are decreasing. Alcohol, although the number one violation, remains consistent this year and last year. This is surprising as one might expect an increase with many younger students living on campus. The number of students found not responsible this year increased over last year. This may be due to more students being written up in the residence halls who live in suites and apartments this year.
2. Sanction compliance has greatly increased. The Judicial Assistant uses email to urge compliance and students realize a sanction must be completed or further consequences are inevitable. Less than five students needed to be held up from preregistering this year.

3. Students' use of email has greatly aided the functions of the Judicial Office and Off Campus Housing Office. We are in better communication with students who are charged as well as witnesses involved in hearings.
4. Qualitatively, we have seen greater learning as a result of the judicial process and sanctions this year. (This may have to do with the sophomores in housing as these students tend to be more insightful than first year students.) In research and reflective papers, community service site organizers and apology letters, learning and recompense are apparent.

FY 05 BAC requests and outcomes:

1. The Student Life Office was in need of a multi-task copy machine which was denied in BAC allocations. The copier was funded through an equipment line.
2. Hardcopy Student Handbooks will be distributed to all new students and sophomores in housing additionally this year.

Technology upgrades:

1. PC's are updated as needed in the Student Life Office.
2. DreamWeaver was ordered and just arrived for the individuals who are responsible for websites in this area.
3. Office XP was installed in all office computers.
4. Student Life has both a Banner printer and a copy machine that prints jobs directly from the PC's.

Facilities upgrades:

1. New carpeting will be installed in Campion 229 this summer.
2. The Facilities Office aided us in renovating the back machine/equipment room in Campion 229 with electric and shelving needs.
3. Interior air conditioning units are currently being installed in Campion 227 and 229.

Staffing changes:

1. The Administrative Assistant in Student Life/Judicial has resigned effective 5/27/04. We are currently in a search to replace this position.

Goals for Next Year (please try to tie in with the Seven Planning Initiatives):

1. Increase quantity of and quality of assessment of Judicial Office (Tie to Initiative 6).

2. Increase feasibility and ease of written correspondence among Judicial Office, Judicial Advisors, Peer Review Board, Appeals Board, Residence Life, those requesting disciplinary checks, student files, and students (Tie to Initiative 6).
3. Further develop Peer Review Board (PRB) as a viable option for hearing student judicial cases and for SJU student involvement and leadership (Tie to Initiative 1, 3).
4. Increase the visibility of the off campus housing office and its services both on and off campus. (Tie to Initiative 7).

5 Year goals (please try to tie in with the Seven Planning Initiatives):

Goal 1 :

Encourage students' learning and maturation in order to help them become responsible citizens, both those going through the process, as well as, the Peer Review Board members.
(Tie to Initiatives 1, 3, 6, 7)

Objectives:

Continue to inform the campus community of the purpose of judicial affairs and broaden the team with University shareholders to help students grow and learn.

Increase assessment efforts and trend analysis to make appropriate recommendations about how to improve the campus climate and make it conducive to outside-of-the-classroom learning.

Explore alternative models of conflict resolution such as non-judicial interventions, mediation, and restorative justice.

Help upperclass students make wise leasing decisions when moving off campus in the Junior and Senior years.

Goal 2:

Centralize the encoding of all judicial charges, violations, and compliance in the Student Life Office. (Tie to Initiative 4).