

Student Meetings with Conduct & Integrity Specialist

Frequently Asked Questions

What is the Student Code of Conduct?

All members of the UBC community are expected to conduct themselves in a manner that contributes positively to an environment where respect, civility, diversity, opportunity, and inclusiveness are valued. Students are expected to follow a standard of conduct to uphold their responsibilities to this commitment. The [Student Code of Conduct](#) at UBC provides examples of conduct that may be subject to disciplinary action by the university; students are expected to be aware of, and conduct themselves in accordance with, this code.

What can I expect from this meeting?

This student meeting is to help clarify issues as identified and reported to the Conduct & Integrity Specialist. It is important to understand that at this meeting you will be asked to be as forthcoming and transparent as possible. The purpose of the meeting is to ensure your perspective is accurately captured so the faculty has a full understanding of events. The Specialist will also encourage reflection and learning if there are concerns with an incident.

During the meeting, a staff member will take minutes. Those minutes will be circulated back to you, ensuring the accuracy of your account. This consideration will be reviewed when looking at your case and what was reported. They may be shared with UBC's Student Conduct Office or the President's Non-Academic Misconduct Committee if it is determined necessary to escalate your case.

What should I do to prepare for this meeting?

Make sure you are clear about your role and involvement in any issues at hand. You are welcome to provide documentation to support your perspective and understanding. Students are highly encouraged to be honest and forthcoming.

Can I bring a support person?

Yes, you may bring a support person to the meeting. A support person can attend the meeting but does not participate, speak on your behalf, or provide comments unless requested. If you would like a support person to attend, we request that you let us know at least 2-business days prior to our meeting so that we can help to arrange meeting details.

There are multiple advocacy offices available on-campus to provide confidential support to students. We recommend these resources as support persons as they are familiar with UBC policies and procedures:

- [AMS Advocacy Office](#)
- [GSS Advocacy Office](#)



What will happen after the meeting?

After your meeting, the Conduct & Integrity Specialist will review all the information related to your case and may work to collect additional information to verify information you share during your meeting. Once enough information is collected, they will review your case with some members of the UBC Sauder Dean's Office to determine appropriate next steps. Depending on the severity of the case, and if there are any previous incidents on file, UBC Sauder may choose one of the following options:

- There is a determination that there was no violation of UBC's Student Code of Conduct
- A Letter of Expectation will be issued by UBC Sauder making clear the expectations for students when participating in UBC activities and/or while on UBC grounds
- The student's case will be referred to the Student Conduct Manager, who may do any of the following:
 - a) Meet with the student suspected of misconduct
 - b) Investigate further
 - c) Refer the matter to the President's Non-Academic Misconduct Committee

What if I am not found responsible?

If you are not found responsible for academic misconduct, this case will be cleared and will not appear on your student record. The Conduct & Integrity Specialist may maintain records of the reported incident and the decision of not responsible for record-keeping purposes.

Support Resources

- [UBC Counselling Services](#)
- [Accessibility Services](#)
- [Sauder Undergraduate Academic Advising](#)
- [Avoiding Plagiarism](#)
- [Research Support](#)
- [Sauder Learning Commons](#)
- [AMS Advocacy](#)

Sauder Policies and Procedures

- [Sauder Statement of Professionalism and Code of Conduct](#)

