



University Conduct Board Training Report

Academic Year 2022-2023

Included below is a comprehensive list of trainings for University Conduct Board (UCB) members. As required by the 2020 Title IX Federal Regulations, these trainings are available through the Student Conduct and Community Standards [training webpage](#).

University Conduct Board Trainings

Professional staff within Student Conduct and Community Standards (SCCS) host many of the trainings for the UCB. Note that most training topics related to Title IX are only required for Faculty and Staff members.

Training Title/Topic	Training Host or Organization	Training Hours	Required for Faculty and Staff Members?	Required for Student Members?
UCB Manual	SCCS	1.00	Yes	Yes
Statement of Ethical Standards	SCCS	0.25	Yes	Yes
Orientation for Returning UCB Members	SCCS	1.00	Returning Members Only	Returning Members Only
Orientation for New UCB Members	SCCS	1.50	New Members Only	New Members Only
FERPA 101: For Colleges & Universities	Department of Education	0.75	Recommended for All Members	Recommended for All Members
Spring 2023 Check In Meeting	SCCS	1.00	Yes	Yes
Lunch & Learn - Serving as a Process Advisor	SCCS	1.00	Yes	n/a
Lunch & Learn - Preparing Effective Questions & Active Listening in a Hearing	SCCS	1.00	Recommended	Recommended
Lunch & Learn - Hearing Outcomes: Creating Learning Outcomes and Determining Appropriate Educational Sanctions	SCCS	1.00	Recommended	Recommended
Lunch & Learn - Steps in the Student Conduct Process at ESU	SCCS	1.25	Recommended for All Members	Recommended for All Members
Mock Formal Hearings (3 Sessions Offered – Members expected to attend at least 1 session)	SCCS	1.25	Yes	Yes
Title IX at ESU - What's New and How Does Title IX Connect to SCCS	Title IX Coordinator	1.25	Recommended	n/a
Title IX Training Presented by University Legal Counsel - Relevancy of Evidence in Student Sexual Misconduct Hearings	PASSHE Legal Counsel	2.00	Recommended	n/a
SUNY SCI Training Modules – See detailed charts on following pages	SUNY SCI	-	Yes – Up to 18.00 Credit Hours (New Members: 18.00; Returning Members: 11.30)	Yes – Total of 5.10 Credit Hours

Training materials are updated annually and are available through the SCCS webpage.

SUNY SCI Training Modules – For New Faculty and Staff Members on the UCB

Faculty and Staff members complete 18.00 credited hours of training through SUNY SCI to serve on the University Conduct Board. The list of modules included below were determined by using the Basic Compliance Certificate on SUNY SCI with additional topics deemed relevant by a collaborative work group of PASSHE student conduct officers. New UCB members cannot serve in Formal Hearings until their SUNY SCI Trainings have been completed.

SUNY SCI Module Title	Training Hours
Appeals in Student Conduct Proceedings	0.50
CAS Standards: Sexual Violence Related Programs and Services	0.25
CAS Standards: Student Conduct Programs	0.25
Collecting and Understanding Specialized Evidence	1.00
Cross Examination in a Title IX Hearing	0.50
Cultural Relevance, Inclusiveness, and Responding to Sexual and Interpersonal Violence on Campus	0.60
Decision-Writing Basics for Conduct Hearings	0.50
Determining Relevance in Title IX Hearings: Part One	0.50
Disability Law in Student Conduct Proceedings	0.40
Due Process Part 1: Theory and History	0.70
Due Process Part 2: Practical Application	0.25
Effective Interviewing of Parties and Witnesses	0.85
Evidence in the Student Conduct Process	0.60
Law and the Hearing Panel	0.50
Legal Framework for Understanding Conflicts of Interest and Bias	0.65
Making Your Practices More Inclusive: The Intersection of Title IX and LGBTQ+ Support	0.65
Mock Hearing (Part 1 of 3): Introductory Remarks, Charges and Claims, and Opening Statements	0.25
Mock Hearing (Part 2 of 3): Investigation by Panel and Witness Appearance	0.50
Mock Hearing (Part 3 of 3): Closing Statements and Deliberations	0.35
Neurobiology of Sexual Assault Trauma (Part 1 of 3) - Introduction	0.35
Neurobiology of Sexual Assault Trauma (Part 2 of 3) - When Attack Is Detected or Stress Kicks In	0.75
Neurobiology of Sexual Assault Trauma (Part 3 of 3) - Reflexes and Habits	1.50
No Contact Orders, Emergency Removal and Interim Suspensions	0.50
Pennsylvania State Law Basics	0.45
Pre-Hearing Preparations	0.50
Privacy, Confidentiality & Privilege in Disclosures of Sexual and Interpersonal Violence	0.50
Relevance and Decorum in a Title IX Hearing	0.50
Sexual Harassment: Legal Definitions	0.40
Student Conduct, Disciplinary Process, and the Pennsylvania State System of Higher Ed	0.25
Supportive Measures in Response to Reports of Sexual and Interpersonal Violence	0.65
Title IX Final Rule Basics	0.60
Understanding the Investigative Report Template for Investigations of Title IX Sexual Harassment	0.35
What Does Title VII Require?	0.35
What is Affirmative Consent?	0.25
What is Severe, Persistent and Objectively Offensive Title IX Sexual Harassment?	0.30

SUNY SCI Training Modules – For Faculty and Staff Members Returning to the UCB

Faculty and Staff members complete 11.30 credited hours of training through SUNY SCI to continue serving on the University Conduct Board. The list of modules included below were determined by using the Basic Compliance Certificate on SUNY SCI with additional topics deemed relevant by a collaborative work group of PASSHE student conduct officers.

SUNY SCI Module Title	Training Hours
Appeals in Student Conduct Proceedings	0.50
CAS Standards: Sexual Violence Related Programs and Services	0.25
CAS Standards: Student Conduct Programs	0.25
Cross Examination in a Title IX Hearing	0.50
Decision-Writing Basics for Conduct Hearings	0.50
Determining Relevance in Title IX Hearings: Part One	0.50
Disability Law in Student Conduct Proceedings	0.40
Due Process Part 1: Theory and History	0.70
Due Process Part 2: Practical Application	0.25
Effective Interviewing of Parties and Witnesses	0.85
Evidence in the Student Conduct Process	0.60
Law and the Hearing Panel	0.50
Making Your Practices More Inclusive: The Intersection of Title IX and LGBTQ+ Support	0.65
Neurobiology of Sexual Assault Trauma (Part 1 of 3) - Introduction	0.35
No Contact Orders, Emergency Removal and Interim Suspensions	0.50
Pennsylvania State Law Basics	0.45
Pre-Hearing Preparations	0.50
Privacy, Confidentiality & Privilege in Disclosures of Sexual and Interpersonal Violence	0.50
Relevance and Decorum in a Title IX Hearing	0.50
Student Conduct, Disciplinary Process, and the Pennsylvania State System of Higher Ed	0.25
Supportive Measures in Response to Reports of Sexual and Interpersonal Violence	0.65
Title IX Final Rule Basics	0.60
What is Affirmative Consent?	0.25
What is Severe, Persistent and Objectively Offensive Title IX Sexual Harassment?	0.30

SUNY SCI Training Modules – Student Members

Student members do not serve on Formal Hearings where there are alleged violations falling under the Sexual Misconduct (Title IX) Policy. Therefore, fewer training modules from SUNY SCI are required for student members

Student members must complete 5.10 credited hours of training covering generalized topics related to student conduct and/or information specifically related to Pennsylvania Laws and Policies. New student members cannot serve in Formal Hearings until their SUNY SCI Trainings have been completed.

SUNY SCI Module Title	Training Hours
Disability Law in Student Conduct Proceedings	0.40
Due Process Part 1: Theory and History	0.70
Due Process Part 2: Practical Application	0.25
Effective Interviewing of Parties and Witnesses	0.85
Evidence in the Student Conduct Process	0.60
Law and the Hearing Panel	0.50
Mock Hearing (Part 1 of 3): Introductory Remarks, Charges and Claims, and Opening Statements	0.25
Mock Hearing (Part 2 of 3): Investigation by Panel and Witness Appearance	0.50
Mock Hearing (Part 3 of 3): Closing Statements and Deliberations	0.35
Pennsylvania State Law Basics	0.45
Student Conduct, Disciplinary Process, and the Pennsylvania State System of Higher Ed	0.25