



University Conduct Board Training Report

Academic Year 2021-2022

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	0.75	Returning Members Only	Returning Members Only
Orientation for New UCB Members	SCCS	1.75	New Members Only	New Members Only
FERPA 101: For Colleges & Universities	Department of Education	0.75	Recommended for All Members; Required for New Members	Recommended for All Members; Required for New Members
Fall 2021 Check In Meeting	SCCS	1.00	Recommended	Recommended
Spring 2022 Check In Meeting	SCCS	1.00	Recommended	Recommended
Lunch and Learn – Serving as a Process Advisor	SCCS	1.00	Yes	n/a
Lunch and Learn – Understanding Preponderance of the Evidence	SCCS	1.00	Yes	Yes
Lunch and Learn – Preparing for a Formal Hearing	SCCS	1.00	Yes	Yes
Lunch and Learn – Decision-Writing Workshop	SCCS	1.00	Yes	Yes
Lunch and Learn – Academic Misconduct	SCCS	1.00	Yes	Yes
Mock Formal Hearings (4 Sessions Offered – Members attend at least 1 session)	SCCS	1.25	Yes	Yes
Mock Formal Hearing (Title IX Related)	SCCS	1.25	Yes	n/a
Title IX Training on Writing Outcomes/Decisions Presented by University Legal Counsel	PASSHE Legal Counsel	2.00	Yes	n/a
SUNY SCI Training Modules – See detailed charts on following pages	SUNY SCI	-	Yes (Total of 14.71 Credit Hours)	Yes (Total of 4.85 Credit Hours)

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

SUNY SCI Training Modules – Faculty and Staff Members

Faculty and Staff members complete 14.77 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.

SUNY SCI Module Title	Training Hours
Accountability	0.25
Appeals in Student Conduct Proceedings	0.29
CAS Standards: Sexual Violence Related Programs and Services	0.25
CAS Standards: Student Conduct Programs	0.25
Collecting and Understanding Specialized Evidence	0.67
Cross Examination in a Title IX Hearing	0.50
Cultural Relevance, Inclusiveness, and Responding to Sexual and Interpersonal Violence on Campus	0.75
Decision-Writing Basics for Conduct Hearings	0.50
Determining Relevance in Title IX Hearings	0.50
Disability Law in Student Conduct Proceedings	0.33
Due Process Part 1: Theory and History	0.50
Due Process Part 2: Practical Application	0.25
Effective Interviewing of Parties and Witnesses	0.67
Evidence in the Student Conduct Process	0.50
Law and the Hearing Panel	0.50
Legal Framework for Understanding Conflicts of Interest and Bias	0.50
Mock Hearing (Part 1 of 3): Introductory Remarks, Charges and Claims, and Opening Statements	0.34
Mock Hearing (Part 2 of 3): Investigation by Panel and Witness Appearance	0.34
Mock Hearing (Part 3 of 3): Closing Statements and Deliberations	0.34
Neurobiology of Sexual Assault Trauma (Part 1 of 3) - Introduction	0.25
Neurobiology of Sexual Assault Trauma (Part 2 of 3) - When Attack Is Detected or Stress Kicks In	0.25
Neurobiology of Sexual Assault Trauma (Part 3 of 3) - Reflexes and Habits	0.25
No Contact Orders, Emergency Removal and Interim Suspensions	0.50
Pennsylvania State Law Basics	0.50
Pre-Hearing Preparations	0.50
Privacy, Confidentiality & Privilege in Disclosures of Sexual and Interpersonal Violence	0.50
Sexual Harassment: Legal Definitions	0.40
Supportive Measures in Response to Reports of Sexual and Interpersonal Violence	0.50
Student Conduct, Disciplinary Process, and the Pennsylvania State System of Higher Ed	0.29
Title IX Final Rule Basics	0.75
Understanding the Investigative Report Template for Investigations of Title IX Sexual Harassment	0.50
Virtual Hearing Technology	0.29
What Does Title VII Require?	0.25
What is Affirmative Consent?	0.25
What is Severe, Persistent and Objectively Offensive Title IX Sexual Harassment?	0.50

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 4.85 credited hours of training covering generalized topics related to student conduct and/or information specifically related to Pennsylvania Laws and Policies.

SUNY SCI Module Title	Training Hours
Accountability	0.25
Disability Law in Student Conduct Proceedings	0.33
Due Process Part 1: Theory and History	0.50
Due Process Part 2: Application	0.25
Effective Interviewing of Parties and Witnesses	0.67
Evidence in the Student Conduct Process	0.50
Mock Hearing (Part 1 of 3): Introductory Remarks, Charges and Claims, and Opening Statements	0.34
Mock Hearing (Part 2 of 3): Investigation by Panel and Witness Appearances	0.34
Mock Hearing (Part 3 of 3): Closing Statements and Deliberations	0.34
Pennsylvania State Law Basics	0.50
Student Conduct, Disciplinary Process, and the Pennsylvania State System of Higher Ed	0.29
Virtual Hearing Technology	0.29
What Does Title VII Require?	0.25