

BUFFALO STATE

The State University of New York

Office of Judicial Affairs
CAMB 311
Phone: 716-878-3051
Fax: 716-878-3006

Frequently Asked Questions

What is the College Judicial Board?

The College Judicial Board is the body empowered to hear and decide cases of alleged violations of College policy. This Board consists of seven (7) members of the College community (faculty, staff, and students). The Board listens to testimony, questions the involved parties and any witnesses, and then determines if a policy has been violated. They determine who is responsible, and if necessary, assigns sanctions.

How long is my appointment?

Members of the College Judicial Board are selected by the Office of Judicial Affairs and appointed for two-year terms by the Vice President of Student Affairs and the Chair of the College Senate. Faculty and staff are eligible for unlimited re-occurring appointments. Appointments may be ended at any time by the Director of Judicial Affairs.

What is the time commitment?

The College Judicial Board is a volunteer commitment. The Office of Judicial Affairs maintains a pool of Board members, so you are not expected to attend every hearing. As hearings are scheduled, you will be contacted via email by the Office of Judicial Affairs asking if you are available to serve on a specific day and time.

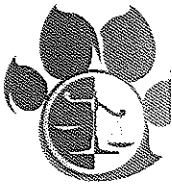
You can attend as your schedule allows. The College Judicial Board generally meets during Bengal Pause on Tuesday's and Thursday's. Hearings typically last one-two hours, though they can exceed this time frame. Board members are expected to remain for the duration of the hearing. Board members who fail to sit on at least two (2) hearings during their two-year appointment will not be renewed.

Board members are expected to attend at least three (3) training sessions each year. Training sessions are held periodically throughout the year and focus on a variety of topics. All training materials are also placed on the Judicial Board Blackboard group. If you are unable to attend a particular training you should review the on-line materials. All trainings will be during Bengal Pause unless otherwise noted.

How do I prepare for a hearing?

Once you indicate that you are willing to serve on a particular hearing, the Office of Judicial Affairs will send you a packet of materials detailing the specifics of the case through inter-campus mail. This provides you the opportunity to review the case file, prepare questions, and research the alleged policy violation. This information is strictly confidential, and must be returned to the Office of Judicial Affairs when the hearing concludes.

Contact the Office of Judicial Affairs staff if you have any questions regarding the case/violation. Please feel free to consult your training materials before, during, and after the hearing if needed.



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2015-16 Faculty/Staff College Judicial Board Application

Name: _____

Title: _____

Department: _____

College/Local Address: _____

Phone Number: _____ Cell: _____

Primary email: _____

PLEASE OFFER A BRIEF TYPED RESPONSE TO THE FOLLOWING QUESTIONS AND ATTACH TO THIS APPLICATION.

1. Why are you interested in serving as a member of the College Judicial Board?
2. In your own words, what is your understanding of the duties and responsibilities of a member of the College Judicial Board? Please go beyond the description in the Code of Conduct.
3. In your own words, explain what you believe is the purpose of the Buffalo State College Code of Student Rights, Freedoms, and Responsibilities and the Compact for a Civil and Caring Academic Community, and how do you think you can uphold the principles found within these policies?
4. List any previous experiences or unique qualities that you have that would that would make you effective in this position.
5. Please review the following scenario and write a short response indicating what information you believe is missing, whether or not you believe that the student is responsible, and what sanctions you believe may be appropriate:

A student has accused their roommate of harassment. The student claims that certain remarks made on Facebook were directed at them, including one death threat, however, none of the comments mentioned the student by name.

6. What is unclear? What do you ask? Why? Is the student "Responsible" for a Code Violation? Which ones? If the student is responsible, what sanctions would you assign? Why?

Please return this application with your typed responses to the Office of Judicial Affairs in Campbell Student Union Room 311.