Introduction:

The Northeastern University Office of Student Conduct & Conflict Resolution is looking for students who are interested in becoming Student Conduct Board members. The Student Conduct Board hears cases involving graduate, undergraduate, and continuing education students who have allegedly violated the Code of Conduct. Hearings typically take place on Wednesday and Thursday during the activities period and Monday through Thursday during the evenings. A hearing administrator serves as a procedural advisor to the board while the student members hear the case, deliberate on alleged violations and render sanctions, if applicable.

Students who are interested in participating on the Conduct Board do not need prior experience. All majors are welcome. Please review the eligibility criteria listed below.

For a better understanding of the role of a board member, please attend a live mock hearing on Tuesday, November 13 at 7pm OR Wednesday, November 14th at 11:45am in the Curry Student Center First Floor quad area.

Eligibility Requirements:

1. Must be able to serve as a Hearing Board Member beginning Spring 2008;

2. First year and transfer students must have completed his/her first year by Fall semester 2008. First year and transfer students may apply and be trained in the Spring, but will not be able to hear cases until Summer Session 2008.

3. Must not be on any form of probation;

4. Must have a cumulative GPA of at least 2.5;

5. Must be able to attend all training sessions

Application Process

1. Complete and return this packet to the Office of Student Conduct & Conflict Resolution in 204 Ell Hall by Friday, December 7, 2007 for priority status but no later than Tuesday, January 22, 2008. Completed packet will include an application form with short answer questions completed and attached, and two completed recommendation forms.

2. Attend a 30-minute individual interview

3. Attend the group interview process on Tuesday, January 29, 2008 at 6:00 pm in 450 Dodge Hall.
Northeastern University Student Conduct Board Application

APPLICANT INFORMATION

Name: ___________________________________       ID#:_____________________

College: _______________________________Major: _________________________

Year in School *beginning Fall 2008* (Circle):     2\textsuperscript{nd}      3\textsuperscript{rd}       4\textsuperscript{th}       5\textsuperscript{th}       Other_______

Campus Address:  ___________________________________________________

___________________________________________________

E-mail: __________________________________local phone: ___________________

Grade Point Average:_______________(must be 2.5 or greater)

How did you hear about the Student Conduct Board recruitment?

Have you ever been found responsible for a student code of conduct violation(s)?
If yes, please explain below.

Please list any student organizations or community projects that you have been involved in, as well as any leadership positions you have held:

Please list and briefly describe any jobs or co-op positions you have held while at Northeastern. You may attach a resume.

Please answer the following questions on a separate sheet.

1. How did you hear about the Student Conduct Board? What have you heard about it?

2. What role do you think the Student Conduct Board should play in the Northeastern community?

3. What do the terms “integrity” and “personal responsibility” mean to you?

4. What skills do you think you could bring to the conduct board?

5. What do you think would be difficult about serving as a board member?

6. What characteristics do you think are most important for a board member?

Application Deadline: Tuesday, January 22, 2008.
Group selection interview: Tuesday, January 29, 2008 at 6:00pm in 450 Dodge Hall
For questions, please contact us at (617) 373-4390 or osccr@neu.edu
The Northeastern University Office of Student Conduct & Conflict Resolution is looking for students who are interested in becoming Student Conduct Board members. The Student Conduct Board hears cases involving graduate, undergraduate, and continuing education students who have allegedly violated the Code of Conduct. Hearings typically take place on Wednesday and Thursday during the activities period and Monday through Thursday during the evenings. A hearing administrator serves as a procedural advisor to the board while the student members hear the case, deliberate on alleged violations and render sanctions. While interested students do not need prior experience to serve on the Conduct Board, we are looking for mature and trustworthy students with great critical thinking skills.

____________________________________ has applied for the position of Hearing Board Member. Please answer the following questions based on your knowledge of this student. This recommendation will be available for the candidate to view.

1. How long and in what capacity have you known the candidate?

2. Please circle the appropriate responses as observed through your contact with the candidate (with “1” being exceptional, “3” being average and “5” being below average) and write any comments that you believe may be useful.

   a. Maturity- Expresses and controls emotions appropriately:

      1          2          3          4          5
 
      Comments:

   b. Reliability – Carries through on commitments and responsibilities:

      1          2          3          4          5
 
      Comments:

   c. Leadership – Can positively influence peers:

      1          2          3          4          5
 
      Comments:

   d. Listening Skills – Is an active listener:

      1          2          3          4          5
 
      Comments:
3. Please describe one area that the candidate would need to improve to be successful as a Hearing Board member:

4. Please describe a specific strength that the candidate would bring to the Hearing Board.

Please check one:

Highly recommend  _______
Recommend  _______
Recommend with reservations  _______
Do not recommend  _______

Name and Title of Reference
______________________________________________________________________

Signature________________________________________Date___________________

Campus Address________________________________________________________________

Telephone______________________________________________________________

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No later than Tuesday, January 22, 2008.
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[Student's Name] has applied for the position of Hearing Board Member. Please answer the following questions based on your knowledge of this student. This recommendation will be available for the candidate to view.

1. How long and in what capacity have you known the candidate?

2. Please circle the appropriate responses as observed through your contact with the candidate (with “1” being exceptional, “3” being average and “5” being below average) and write any comments that you believe may be useful.

   a. Maturity- Expresses and controls emotions appropriately:

      1  2  3  4  5

      Comments:

   b. Reliability – Carries through on commitments and responsibilities:

      1  2  3  4  5

      Comments:

   c. Leadership – Can positively influence peers:

      1  2  3  4  5

      Comments:

   d. Listening Skills – Is an active listener:

      1  2  3  4  5

      Comments:
e. Flexibility – Is non-judgmental of other’s lifestyles and beliefs:

1  2  3  4  5

Comments:

f. Group Skills--- Is able to participate effectively in a group:

1  2  3  4  5

Comments:

3. Please describe one area that the candidate would need to improve to be successful as a Hearing Board member:

4. Please describe a specific strength that the candidate would bring to the Hearing Board.

Please check one:

Highly recommend
Recommend
Recommend with reservations
Do not recommend

Name and Title of Reference

______________________________________________________________

Signature________________________________________Date___________________

Campus
Address__________________________________________________________

Telephone__________________________________________________________

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