

Guidelines

- In all meetings related to a conduct investigation or adjudication, whether or not a support person is present, the primary conversation shall be with the student. Students are encouraged to speak on their own behalf. The Support person's role is intended to facilitate the student in doing so, and not as representation of the student.
- The Support person's role is to consult with the student. This may include taking notes for the student, conferring with the student in ways which will not disrupt the progress of the review, assisting the student in keeping documentation organized, and generally ensuring that the student presents all pertinent facts. Prior to the review the support person may provide valuable assistance by helping the student prepare and clarify what they wish to say, establish what information is important, identify questions the student may wish to ask, and anticipate questions to which the student may be asked to respond during the review
- A witness should not expect to serve as a support person or vice versa. Witness statements will not be accepted from a support person who has been present during other interviews

Attorneys as Support Persons

- Support people may ask process related questions which may be answered in a general manner if no privacy waiver has been signed by the student. If a privacy waiver has been signed, specific information related to the student may be shared.
- The student's support person may be a licensed or practicing attorney. If the student's support person is a practicing attorney, the relationship between the student and conduct officer does not change.
- The conduct process is an administrative process distinct from a court process. The conduct process is designed to be part of the educational experience at UC Santa Cruz. The conduct process does not follow the formal rules of evidence and procedure attorneys may encounter in court settings. The educational context and purpose of this proceeding require that an attorney play a different role than in the courtroom. As an educational process attorneys are encouraged to help students learn about their rights, how to make a supported argument and identify opportunities for growth and reflection in decision making

Support Person Guidelines

University of California, Santa Cruz
Office of Student Conduct and Conflict Education



What is a support person?

A support person is any person who a student wishes to accompany and/or support them in the Student Conduct process.

Support people may be another student, a parent, sibling, attorney, family friend, University staff or faculty member, Respondent Support Services, or any other person who has agreed to support the student.

When a student identifies a support person to University staff, a privacy waiver must be filled out by the student and the support person prior to University involvement of the support person.

Please note, the UC Sexual Violence and Sexual Harassment policy (SVSH) includes both a support person and an advisor as distinct roles, whereas the Student Conduct process as described in sections 107 and 108 of the Student Handbook only involves a support person.

Please see the link here for the Release of Records form.

CONTACT US:

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Respondent Support Services

Understanding and navigating university processes can be challenging, and Respondent Support Services (RSS) provides students the opportunity to work with a university administrator and support to be fully prepared for the student conduct process. The goal of Respondent Support Services is to support engagement and understanding of the student conduct process, while also addressing emotional and academic wellbeing. RSS is not a confidential resource.

Respondent Support Services can:

- Help students identify needs during adjudication process
- Refer students to counseling, psychological services, financial assistance, legal services, etc.
- Accompany students to meetings with student conduct administrators
- Assist with receiving accommodations
- Provide on/off campus resources
- Support students with conduct hearings, Interim Suspensions, and Housing Cancellations
- Provides guidance on policy and processes

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