

Global Projects Program Student Conduct Record Review

As part of the application process for participation in the Global Projects Program (GPP), including all off-campus IQP, MQP, Exchange, and all WPI-sponsored international travel, such as athletics travel and ISRPs, students sign a release to permit disclosure of their WPI conduct record to the Global Experience Office (GEO).

The student conduct record review serves multiple purposes:

- To determine whether a student will be permitted to continue in the application process for an off-campus program;
- To assist in the decision making about the program site to which a student may be accepted;
- To make modifications to a student's ability to participate in a program by establishing specific behavioral guidelines and restrictions for a student while they are participating at a project site; and
- In cases of serious concern, to dismiss a student from the GPP or exclude them from an off-campus program based on the severity of a student conduct incident that took place after acceptance.

Process

Student Conduct Record Reviews will initially take place during the GPP Application Process each year, and then subsequently after students have accepted their placements in the GPP.

During a the GPP Application Process, students provide permission for WPI to release their student conduct record to GEO. GEO then requests student conduct record information from the Dean of Students Office. The Dean of Students Office provides a summary of each students' record. If a student has no record, that student will continue on in the GPP Application Process. If a student has a student conduct record, this information will be reported back to GEO using the standard reporting template. Each student with a student conduct record will be placed into one of three categories:

Category One: This category includes low-level incidents, single low-level offenses, and minor residence hall offenses.

Category Two: This category includes repeated violations of the Code of Conduct or residence hall policies, as well as more serious policy violations.

Category Three: This category includes very serious violations of WPI's Code of Conduct and/or policies, for example, that may have resulted in a student being suspended from WPI for disciplinary reasons or that indicate a troubling pattern of behavior.

For **Category One** violations, this information will be reviewed and noted by GEO staff and project center directors for potential follow up.

For **Category Two** violations, a panel comprised of a professional staff member from the GEO, a professional staff member from the Dean of Students Office, and a member of the Student Conduct and Academic Review Committee will meet with the student. The panel will review the specifics of the student's record, give the student an opportunity to address their record, and then discuss the potential impact and ramifications the incident may have on the student's participation both in the GPP and at a particular project site. This group will then make a decision about whether the student will continue on in the application process (or be permitted to continue to participate in the program if they have already been selected). This group will also determine if a behavioral contract needs to be developed for the student. The decision of the review panel will be communicated to the student by the GEO and will include the rationale for the decision.

For **Category Three** violations, a joint recommendation will be made by the Dean of Students and the Director of the Global Experience Office (based upon the existing student conduct record of the student and its implications for off-campus residential academic work) to the Dean of the Global School. The Dean of the Global School will render the final decision and the student will be informed by the GEO of that decision.

Appeal Process

Students may appeal a decision of dismissal/ineligibility to the Dean of Undergraduate Studies. All appeals must be submitted in writing to the Dean of Undergraduate Studies within five (5) days following communication of the initial decision to the student from GEO. The appeal must be specific and contain a full description of the basis for the appeal, including, but not limited to:

- a description of the student's disciplinary record and the behavioral concerns raised by this history;
- how the student has changed his/her behavior since these incident(s) took place and what he/she has learned;
- why the student believes that the decision of ineligibility should be changed; and
- how the student will specifically address the potential risks and behavioral concerns that arise from their disciplinary history should he/she be permitted to continue in the process.

Grounds for appeal are limited to:

- failure on the part of WPI to follow the process outlined in the "Global Projects Program Student Conduct Record Review", or;
- inappropriate severity of the decision to not permit the student to continue in the application process and/or participate in the project experience based on the student's student conduct record.