

# Annual Student Conduct Report

2024-2025



WAUBONSEE  
COMMUNITY COLLEGE



## Overview and Purpose

Waubonsee Community College is dedicated to fostering a community environment where learning can thrive, and all students feel welcome and respected. In alignment with this mission, the Code of Student Conduct delineates expected behaviors (self-respect, integrity, and respect for others) and provides a framework for addressing any violations by students or student organizations.

This report aims to summarize Student Conduct activities for the 2024-2025 academic year, covering the period from August 1, 2024, to July 31, 2025. It includes aggregate data derived from incident reports, informal administrative hearings, Student Conduct Board hearings, and sanctions.

All reported violations of the Code of Student Conduct are managed by the Office of the Dean for Student Engagement, which prioritizes procedural due process. Students charged with violations are informed of their rights and responsibilities through a one-page document included with their notification letter, outlining the process and key aspects of the Code. Additionally, students have the opportunity to ask questions regarding their rights and the conduct process prior to their hearing.

The Code of Student Conduct consists of 22 defined policies and regulations, along with an overview of the conduct process that is followed in the event of a violation. It also details possible sanctions and the appeals process, concluding with the college's plagiarism statement. For further information about the Code of Student Conduct, please refer to pages 136-157 in the 2024-2025 Student Handbook.

*\*All analysis based on Waubonsee data derived from Maxient Student Conduct database (8/1/2024 to 7/31/2025)*

*Waubonsee does not discriminate on the basis of any individual's actual or perceived race, color, creed, religion, gender, gender identity, sex, sexual orientation, age, national origin, ancestry, veteran's status, military status, unfavorable discharge from military service, marital status, order of protection status, pregnancy, disability, citizenship status or any other characteristic protected by law in its programs or activities. Inquiries regarding this policy may be directed to: Katie Kripp ADA/Section 504 Coordinator, Route 47 at Waubonsee Drive, Sugar Grove, IL 60554, [compliance@waubonsee.edu](mailto:compliance@waubonsee.edu).*

## Executive Summary 2024-2025

Any member of the college community has the ability to submit a Waubonsee Intervention Form (WIF) for various purposes. This includes reporting alleged violations of the Student Code of Conduct, expressing concerns about a student needing support, submitting a harassment or discrimination report, or documenting an incident. A single WIF may pertain to one or multiple students. Furthermore, students can use a WIF to file complaints regarding a Waubonsee program or employee. All forms are available on the college's public website at Waubonsee Reporting Tools or <https://cm.maxient.com/reporting.php?WaubonseeCC> or QR Code:



Student complaints, concerning or threatening as well as Sexual Harassment (Title IX), hazing, discrimination, and harassment reports, and retaliation are recorded in separate documentation. The Dean for Student Engagement Office has focused on clarifying the information tracked, including the documentation of academic misconduct to capture both first-time and repeat offenses, along with the use of Artificial Intelligence tools like ChatGPT.

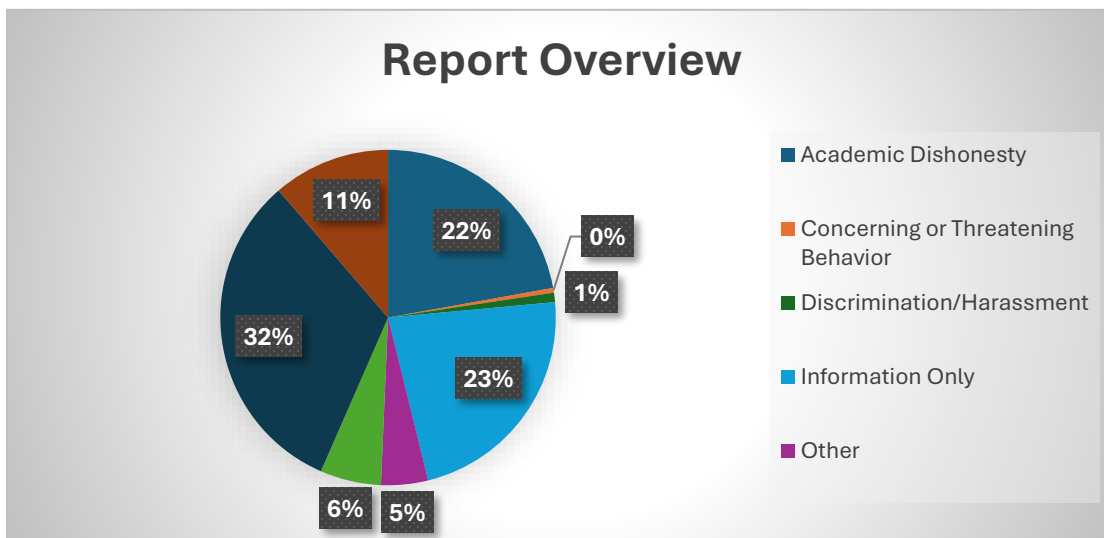
In the 2024-2025 academic year, a total of 189 Waubonsee Intervention Forms (WIF) were submitted. Of these, 142 pertained to Student Conduct or behavioral issues. In some cases, multiple individuals submitted reports about the same incident, resulting in the consolidation of several WIFs into a single case. Additionally, minor behavioral concerns that did not meet the threshold for conduct charges were referred to Counseling and Student Support services or kept on file for information only.

The majority of WIFs were classified as “academic integrity incidents,” with a total of 49 cases, 32 of which were identified as first-time academic dishonesty incidents. It should be noted that this number has decreased compared to the previous year. In total, 29 cases involved conduct charges referred for hearings, with 12 being addressed by the Student Conduct Board and 17 processed as Administrative Hearings.

# Aggregate Summary of Student Conduct 2024-2025

## Reporting Overview

Of all the Waubonsee Intervention Forms (WIFs) submitted, 74 were related to Student Conduct or behavioral issues. The table below illustrates the breakdown of the conduct-related categories.

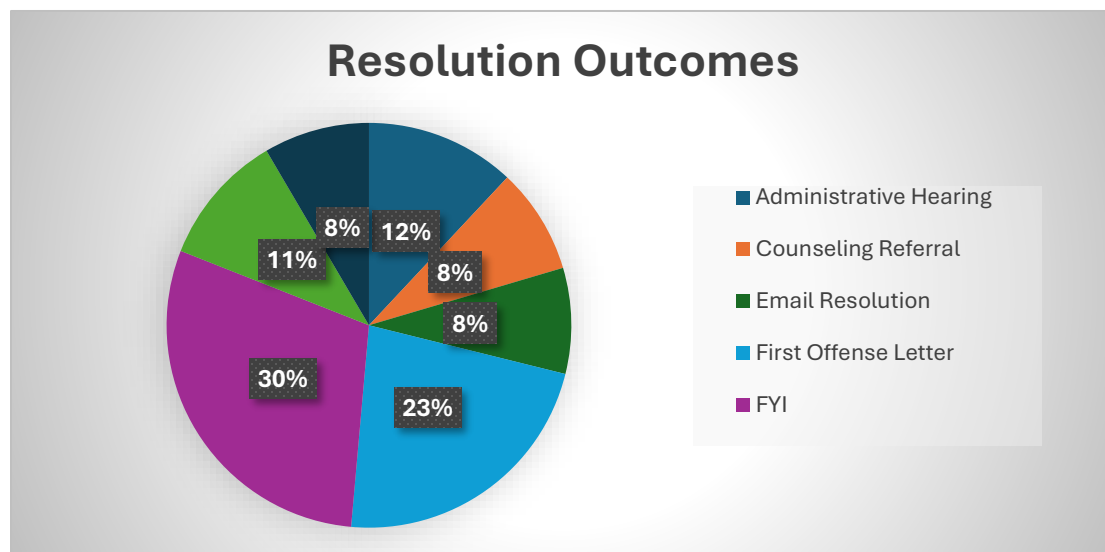


Below are examples of cases categorized under various conduct types:

- **Academic Integrity:** This category includes plagiarism, cheating on tests, and the use of unauthorized materials for assignments.
- **Concerning or Threatening Behavior:** This includes inappropriate texting or emailing instructors, as well as concerning behavior in the classroom or online.
- **General Incident Reports:** Examples include the use of inappropriate language, inappropriate sharing on social media, and disruptive behavior.
- **Information Only Reports:** These encompass mental health concerns and other issues that reporters wish to document without seeking further action.
- **Other Incidents:** This category includes occurrences that do not fit neatly into other classifications, such as unusual traffic violations on campus.
- **Sexual Misconduct/TIX & Supportive Measures:** This category encompasses stalking, domestic violence, dating violence, sexual harassment, and sexual assault. It also includes supportive measures related to parenting and pregnancy.

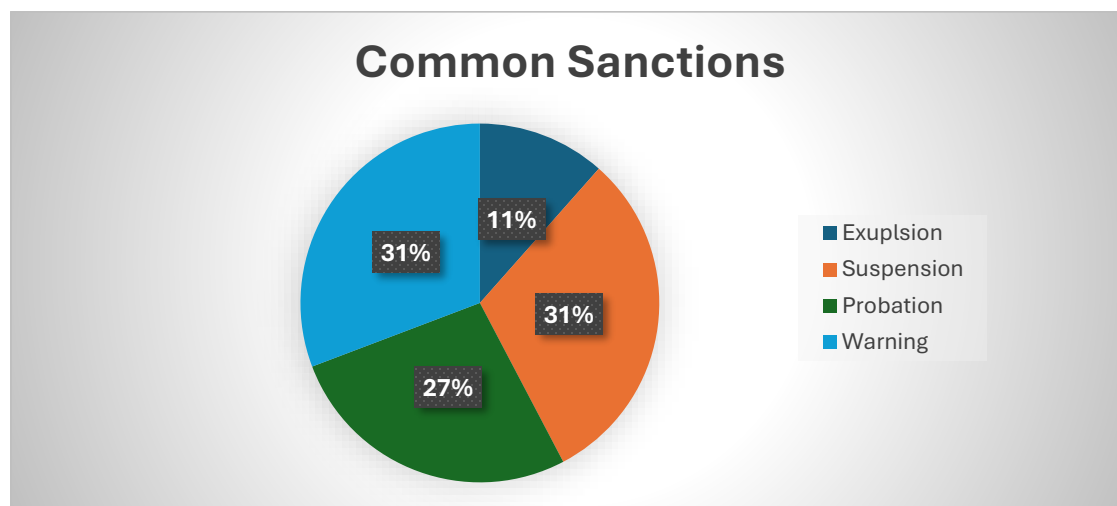
## Conduct Cases

Of the 45 conduct hearing referrals, a total of 12 cases were sent to the Student Conduct Board, and 17 Administrative Hearings were conducted individually by the Dean for Student Engagement Office. Each Student Conduct Board hearing consisted of no fewer than two faculty members and one student representative.



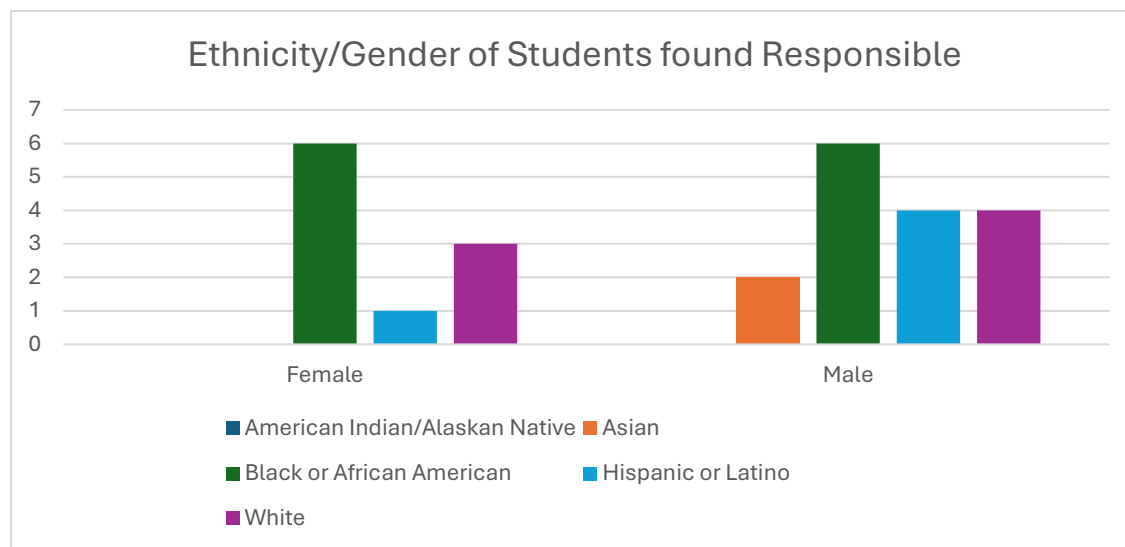
## Most Common Sanctions

Of all the conduct violation findings, there was 3 expulsions, 8 suspensions, 7 probations, and 8 warnings.



## Case Count by Student Gender and Ethnicity

Of the students who were found in violation of at least one conduct charge, 10 of these students were women and 16 were men.



## Outreach Efforts 2024-2025

Several institutional programs and initiatives promote and maintain a safe and supportive campus learning environment. The complete Code of Student Conduct is published in the Student Handbook each year and is also accessible online. Furthermore, the college offers awareness and prevention programs that directly or indirectly foster campus civility, safety, and understanding of the Code of Student Conduct. Here are some examples:

- What the WIF information sessions
- Outreach initiatives with the Access Center
- Information on student conduct presented during Welcome Week, Engagement Fair and Faculty Development
- One-on-one consultations regarding student behavioral concerns with students, faculty, and students, offered by the dean, AVP, counselors and officers
- Sexual Violence Prevention and awareness training
- Mutual Ground Tabling events at Engagement Fair, in the month of October for Domestic Violence Awareness Month and in April for Sexual Violence Awareness Month
- Alcohol Awareness programming the week prior to Spring Break



## Student Conduct Board 2024-2025

Members of the Student Conduct Board prioritize student learning and are dedicated to restoring justice through the conduct process within the community. Each year, all members participate in mandatory training before serving on the Board. The SUNY-SCI: Student Conduct Institute learning program has also been adopted for these trainings. For example, Student Conduct Board members complete two online training courses and attend one in-person training session. Each Conduct Hearing includes at least two faculty members and one student to form a quorum. Many members have supported the Conduct Board for several years, and the commitment of these students, staff, and faculty is truly commendable.

### Faculty and Staff Members

David Barreto

Dani Fischer

Denise Nakaji

Jenissa Niño

Karl Schulz \*

Mike Moran\*

Robert Cook

### Student Members

Alfanzo Alanis

Juliana Barajas

Mark Price

\*Indicates that they have also served as chairperson and facilitators of the Student Conduct Board

**Questions regarding information found within this report should be directed to the Dean for Student Engagement at (630) 466-6686 or [deanforstudents@waubonsee.edu](mailto:deanforstudents@waubonsee.edu).**

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