

Student Conduct Appeals Process

Part of due process given to every student at Whatcom Community College is the right to appeal. Although not every decision is appealable, specific processes and procedures are enumerated in the WCC Student Rights and Responsibilities Policy (WAC 132U-125-020). This page is meant to offer a simplified version of the process, but may not be applicable to every individual.

Step 1. Written Appeal

A student who wishes to appeal a decision by the Conduct Officer must file a written statement with the Vice President for Student Services within ten (10) business days of the send date of the Student Conduct Officer's decision letter. This statement must contain a brief statement as to why the student is seeking review. Except as provided elsewhere in the student conduct code, disciplinary warnings and dismissals of disciplinary actions are final and are not subject to appeal.

2. Student Conduct Appeal Hearing

Either the Vice President for Student Services or a designee will hear the appeal. The format of the meeting is generally as follows:

- Educate/inform student on conduct appeals process
- Review FERPA as needed
- Student states appeal
- Conduct Officer presents evidentiary facts supporting the sanction under appeal by a preponderance of evidence (50.1%) standard
- Hearing officer chooses whether to uphold or dismiss disciplinary sanction based on hearing information

Imposition of a disciplinary sanction for a violation of the student conduct code shall be stayed pending appeal, unless respondent has been summarily suspended.

3. Two Routes for Appeal

Conduct Committee will hear appeals in matters of:

- Disciplinary suspensions in excess of ten (10) instructional days
- Dismissals
- Disciplinary matters referred by the Student Conduct Officer, Conduct Review Officer, President, or Designee

Hearing Review Officer will hear appeals in matters of:

- Disciplinary suspensions of ten (10) instructional days or less
- Disciplinary probation
- Written reprimands (warnings)
- Any conditions or terms imposed in conjunction with one of the foregoing disciplinary actions