COVID-19 Health and Safety Board 2020-21

The COVID-19 pandemic is an extraordinary circumstance for which the College has established behavioral expectations to protect the health and safety of the community. In furtherance of the College’s health and safety goals, the Dean of the Undergraduate College has established a COVID-19 Health and Safety Hearing Board to investigate and resolve concerns about student behavior that violates the Health and Safety Agreement affirmed by every enrolled student.

A. Purpose

In general, the COVID-19 Health and Safety Hearing Board (HSH Board) will be convened in the spirit of the Dean’s Panel, i.e., to deal with (a) disciplinary issues inappropriate to the Honor Board; (b) circumstances in which the well-being or safety of undergraduate students is in jeopardy; or (c) circumstances in which College resources, policies or property have been abused. The HSH Board will be convened in a timely manner, as soon as practicable after a concern about a student’s behavior has become known.

B. Composition of the COVID-19 Health and Safety Hearing Board

The HSH Board shall be appointed by the Dean (or her designee) and composed of at least three members. Generally, the HSH Board will include up to three members of the Dean’s staff and/or other College administrators. If the Dean is to be a member of the panel, she will be the Chair. Otherwise, she will appoint an Associate or Assistant Dean as Chair.

C. Notification

Each student brought before the HSH Board will be notified by email from the Chair that a COVID-19 Health and Safety Hearing Board is being convened. This letter will specify the behavior or issue that gave rise to the concern and direct the student to schedule a meeting prior to the hearing with the Chair or the Chair’s designee. This meeting shall be for the purpose of (a) reviewing the HSH Board procedures with the student; (b) obtaining from the student the name of a support person from the Bryn Mawr community to be present at the hearing; and (c) obtaining from the student the names of people that she would like the HSH Board to consider including in the slate of witnesses (if any).

D. Scheduling

Because of the urgent nature of an alleged COVID-19 health infraction, the hearing will be convened as soon as practicable after the student’s initial meeting with the Chair or the Chair’s designee – usually within several days. In the event that the student does not schedule this meeting, the HSH Board process will be obliged to proceed without their participation. Any student notified of a HSH Board hearing is required to appear when instructed. Should a student fail to appear, the HSH Board will be convened as announced and proceed without the student, and the student will be bound by any of its resolutions.

E. Fact-Finding Procedures of a Dean’s Panel will be followed (see Dean’s Panel in Student Handbook)

F. Hearing Board Deliberations

After gathering information, the HSH Board will meet in private to deliberate and formulate its resolutions. A student brought before the HSH Board will be informed of the HSH Board’s resolutions orally at the first opportunity. In addition, soon after the HSH Board’s deliberations, the Chair will send the student a written summary of the HSH Board’s resolutions. The HSH Board will determine which others should also be informed of the resolutions. Resolutions may include sanctions including but not limited to a written warning, educational interventions, removal from housing, suspension, or expulsion.

G. Finality of the Decision

The resolution of the HSH Board is final and binding on the student brought before the HSH Board unless (1) the student submits a valid written appeal to the President within ten calendar days after having received the formal letter setting forth the HSH Board’s resolutions; or (2) the HSH Board’s resolution was that the student brought before the Board is to be separated or excluded from the College, in which case the HSH Board itself shall automatically submit the matter to the President of the College for review. The decision of the President on appeal is final and binding.
H. Appeal, Record, Confidentiality

A student’s appeal may be made only (a) on procedural grounds, which the student shall specifically identify in the appeal; or (b) when relevant new evidence not reasonably available at the time of the hearing becomes known to the student who had been called before the HSH Board. The student’s appeal shall identify the new evidence and its relevancy as well as explain when it became available. In making a decision on a student’s written appeal, the President will review all materials from the hearing, the HSH Board’s resolution, and the written appeal submitted by the student. The President may uphold the HSH Board’s determination, reverse its determination, or require a new hearing.

There will be no record of an appearance before a COVID-19 HSH Board in a student’s file unless the HSH Board creates such a record as part of its resolutions. The materials from the hearing before the HSH Board and the HSH Board’s resolutions will be kept separately and confidentially by the Dean. A summary of the resolutions of the COVID-19 Health and Hearing Board will be made available to the community in the semester following the hearing.

All witnesses and all parties to the proceedings are required to keep all proceedings strictly confidential.