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## UNIVERSITY OF WYOMING REGULATIONS

**Subject:** Authority of University Officers to Take Actions Concerning Students

**Number:** UW Regulation 11-3

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### I. PURPOSE

To establish the authority of University of Wyoming Officers to take actions concerning students who have not complied with University regulations, policies, and/or procedures.

### II. GENERAL INFORMATION

A student's association with the University is voluntary, and any student may withdraw from the University at any time. University students are required to comply with various requirements and standards of behavior. The failure of a student to comply with University regulations, policies, and/or procedures may result in corrective action by a University Officer. Such action may take the form of a determination that a student should be exempt from a particular requirement because of extenuating circumstances; it may result in cancellation or denial of a benefit, privilege, or right; or it may result in disciplinary action.

### III. UNIVERSITY OFFICERS

Officers of the University are defined as the President; Administrative Officers, to include the principal administrative officers of the University and the heads of their administrative subunits; and Academic Officers, to include Deans, Directors, Associate and Assistant Deans and Department and Division Heads. See UW Regulation 1-1 for a full definition.

### IV. AUTHORIZED ACTIONS

#### A. Exceptions or modifications.

If a student has petitioned for an exception or modification to an existing regulation, policy, and/or procedure due to extraordinary circumstances, a University Officer(s), acting within his or her area of designated responsibility, may grant such exception or modification. The University Officer shall consider the following factors:

1. Maintenance of general academic standards;

2. General principles of equal treatment of all students;
3. Contribution to the student's problem by University faculty or staff members through misinformation or failure to properly perform duties or undertakings; and
4. Effect of denial of the petition.

**B. Disciplinary sanctions.**

The Dean of Students and/or the Executive Director of Residence Life, Dining Services, and Wyoming Union are authorized to impose disciplinary sanctions upon any student or registered student organization in accordance with UW Regulation 11-1 and the rules and procedures outlined in the *Student Code of Conduct*.

**C. Medical suspensions.**

The Director of Student Health Service, in consultation with the affected University Officer(s) or acting upon the Director's medical judgment, is authorized to immediately impose a medical suspension from the University for any student whose mental or physical state of health poses a threat to the health or safety of other individuals, or which directly contributes to the disruption of normal University activities. Such medical suspension shall be in accordance with UW Regulation 11-1 and the rules and procedures outlined in the *Student Code of Conduct*.

**V. PROCEDURES**

When imposing disciplinary sanctions, the Dean of Students and/or the Executive Director of Residence Life, Dining Services, and Wyoming Union shall follow UW Regulation 11-1 and the rules and procedures outlined in the *Student Code of Conduct*.

When cancelling or denying a student's benefit, privilege, or right, the University Officer shall give written notice to the student of the specific conduct involved; the regulation, policy, and/or procedure which is alleged to have been violated; the action taken; the reason for the action taken; the effective date; and the right to appeal the decision as outlined below.

When denying a petition for an exception or modification to existing regulations, policies, and/or procedures, the University Officer shall give written notice to the student of the denial, the reason for the denial, and the right to appeal the decision as outlined below.

## **VI. REVIEW**

A student may appeal the University Officer's action taken pursuant to this Regulation. An appeal of a disciplinary sanction shall be conducted in accordance with UW Regulation 11-1 and the *Student Code of Conduct*. An appeal of all other actions shall follow the process outlined below. Grounds for the appeal are limited to the following: (a) failure to follow proper procedures; or (b) newly discovered relevant facts. The student must submit a written appeal to the University Officer's Vice President, or if the Officer is a Vice President, then to the President (the "Reviewing Officer"). The appeal must include sufficient evidence to justify reversal or modification of the action, a copy of the action being appealed, and/or a copy of the original petition seeking an exception. The Reviewing Officer may (1) reject the appeal on the basis of insufficient grounds or evidence; (2) request further discussion on the matter; (3) set aside the action; (4) mitigate the action taken; or (5) approve the action. The decision of the Reviewing Officer is final. The Reviewing Officer shall notify the appealing student in writing of his or her decision and shall forward a copy to the Dean of Students.

## **VII. RECORD**

The University Officer shall provide a copy of any record created pursuant to this Regulation to Dean of Students for retention in the student's judicial record. The University Officer shall provide an additional copy to the Registrar if the action affects a student's continued enrollment in the University.

## **VIII. DISPENSATION OF NOTICE REQUIREMENTS**

The foregoing requirements for notice do not apply in cases in which a student admits a violation to the Officer.

## **IX. TIME LIMITATIONS ON APPEALS**

Appeals must be submitted within thirty (30) calendar days from the date of the University Officer's decision. Any appeal received after such time may be dismissed and no further review or appeal shall be provided. The Reviewing Officer may waive the time for appeal for extenuating facts and circumstances; provided, however, no review may be conducted after the expiration of one (1) year.

## **X. ADMINISTRATION**

The University's Vice President for Student Affairs shall administer this Regulation.

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**Responsible Division/Unit:** Division of Student Affairs

**Source:**

**Links:** <http://www.uwyo.edu/regs-policies>

**Associated Regulations, Policies, and Forms:**

**History:**

University Regulation 229, Revision 2; adopted 7/17/2008 Board of Trustees meeting

Revisions adopted 11/14/2014 Board of Trustees meeting

Reformatted 7/1/2018: previously UW Regulation 8-229, now UW Regulation 11-3