

Section XVII: Revisions of the Student Code of Conduct and Judiciaries

1. Periodic Review

The ODSSS will conduct a full formal review of the Code at least every five (5) years or at such other times as it deems appropriate to determine if the Code should undergo a full revision process.

2. Procedure for Revision

If it is determined that the Code is in need of full revision, the procedure for developing a new document for recommendation to the Board of Trustees will be as follows:

A committee composed of faculty, administrative staff and students will be appointed by ODSSS to review the "Code" portion of the document and to make recommendations for changes. The pool of those eligible to serve will come from names submitted by University officers, Deans of the schools and colleges, the Faculty Senate, the Howard University Student Association (HUSA), and other authorized and approved undergraduate and graduate student governing bodies using their own internal policies for such selections. In the event that after appropriate notice, names are not submitted, ODSSS shall make appointments.

The draft of the revised Code is completed by ODSSS and forwarded to the Vice President for Student Affairs, the Provost, and the Senior Vice President for Health Affairs for review and comment. An open forum for students, appropriately advertised, will be held to allow for discussion of proposed changes to the Code. Comments and concerns will be considered in completing the final draft. The final draft will be submitted for review to the General Counsel.

3. Forwarding for Approval

The final document will be authored by ODSSS and forwarded, through the Vice President for Student Affairs, the Provost, and the Senior Vice President for Health Affairs to the President for final review and for presentation to the Board of Trustees for consideration.

4. Amendments

Amendments to the Code deemed necessary by the Dean for Special Student Services during periods between formal full reviews and revisions will be prepared by ODSSS and forwarded through the Vice President for Student Affairs, the Provost, the Senior Vice President for Health Affairs and General Counsel, to the President for approval and implementation.

The Howard University Student Code of Conduct and Judiciaries
Division of Student Affairs
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