Santa Fe College
Rules Manual

Title: **Disciplinary Review** **Procedure 7.1P**

Based on Rule 7.1

Effective Date: July 21, 2021

Purpose**:** To provide explanation of the Disciplinary Review process, including the right to appeal decisions made by the Disciplinary Review Panel.

Disciplinary Disclosures are made as part of the online application or using the Disciplinary Disclosure form found within eSantaFe. Disciplinary Disclosures are reviewed by the Disciplinary Review Panel (DRP), which is charged with deciding whether or not to allow students to register for class at Santa Fe College, based on what is determined to be in the best interest of the College.

The DRP may elect to approve petitioners, table the petition for a specific reason, or deny the petition. When tabled, the petitioner will be provided the specific reason for the action. The DRP may require additional documentation or may require a meeting with the petitioner. The DRP communicates with petitioners using the eSantaFe notification system.

Membership of the DRP consists of up to eight college employees with representation from Academic Affairs, Student Affairs, and the Santa Fe College Police Department. The Vice President for Student Affairs determines the DRP's membership.

Appeal Process

Petitioners may appeal a decision made by the DRP. Appeals must be submitted in writing to the Office of the Vice President for Students Affairs within ten days of being notified of the DRP's decision. The Vice President for Students Affairs may elect to meet with the appellant prior to making a decision. The decision of the Vice President is final and will be communicated to the appellant via the eSantaFe notification system.