

## HONOR CODE COUNCIL CONSTITUTION

### I. HONOR CODE COUNCIL

### II. PURPOSE

The major purpose of this organization is to educate the college community about the Honor Code. The second major function of Honor Code Council is to adjudicate violations of the Honor Code.

### III. MEMBERSHIP

Members of Honor Code Council are selected by Student Organizations and Appointments Committee; applications shall be open to all students paying the Student Activity Fee. Membership shall not discriminate on the basis of race, gender, creed, disabilities, ethnicity, religion, sexual orientation, age or financial status.

### IV. ORGANIZATION

This organization shall adhere to and respect the Honor Code. This organization shall not discriminate on the basis of race, gender, creed, disabilities, ethnicity, religion, sexual orientation, age or financial status.

#### Section 1. Officers

Honor Code Council is composed of:

- A. Chief Justice, a senior to serve as chairperson beginning with College Government turnover in the year she is elected, and continuing for one full year. She shall be selected through the following process: Student candidates are interviewed and evaluated by a committee consisting of the current Chief Justice, one member of the senior class serving on Honor Code Council, and the Dean of Students. Candidates are then voted on by the student body. The Chief Justice will serve as a member of College Government Cabinet.
- B. Twelve (12) students: (2) representatives from each class, except the first-year class, one (1) ALANA representative, one (1) Davis Scholar representative, one (1) student to sit on the Hearing Review Panel, and two (2) ombudspersons, all to be selected by the Student Organizations and Appointments Committee, at least two of whom shall be available from the opening of the College in the fall through Commencement including January term. In addition, one (1) student will be selected by the House Presidents' Council to serve as a liaison to the committee.
- C. Eight (8) faculty selected by the Nominating Committee of Academic Council for three year staggered terms.
- D. Honor Code Administrative Coordinator – S/he will be appointed by the Dean of Students.

- E. Dean of Students, or her representative, to serve as the administrative representative of the college.

Section 2. Advisor

The Dean of Students, the Judicial Case Coordinator, and any appointed Dean of Students' representative(s) shall serve as advisors to the Honor Code system.

V. POWERS AND DUTIES

Section 1. Of the Officers

A. Chief Justice:

- a. Shall act as the chief administrator of the Honor Code.
- b. Shall chair Honor Code Council.
- c. Shall train all members of Honor Code Council.
- d. Shall further the promotion of the Honor Code within the Wellesley College community.
- e. Shall lead Honor Code discussions in residence halls.
- f. Shall chair and administer all Honor Code Council hearings, except in the case of an emergency.
- g. Shall sit on hearing panels as a nonvoting member.
- h. Shall serve on the cabinet.
- i. Shall serve on the Senate.
- j. Shall serve on Academic Council.
- k. Shall be a voting member of Honor Code Council.

B. Class Representatives to the Sophomore, Junior, and Senior Classes:

- a. Shall attend Honor Code Council meetings.
- b. Shall further the promotion of the Honor Code within the Wellesley College community.
- c. Shall lead Honor Code discussions in residence halls.
- d. Shall sit on hearing panels as voting members.
- e. Shall be a voting member of Honor Code Council.

C. ALANA Representative:

- a. Shall attend Honor Code Council meetings.
- b. Shall further the promotion of the Honor Code within the Wellesley College community.
- c. Shall lead Honor Code discussions in residence halls.
- d. Shall sit on hearing panels as a voting member.
- e. Shall be a voting member of Honor Code Council.

D. Davis Scholar Representative:

- a. Shall attend Honor Code Council meetings.
- b. Shall further the promotion of the Honor Code within the Wellesley College community.
- c. Shall lead Honor Code discussions in residence halls.

- d. Shall sit on hearing panels as a voting member.
  - e. Shall be a voting member of Honor Code Council.
- E. House Presidents' Council Liaison:
- a. Shall attend Honor Code Council meetings.
  - b. Shall further the promotion of the Honor Code within the Wellesley College community.
  - c. Shall relay information to House Presidents' Council and get feedback from residence halls.
  - d. Shall lead Honor Code discussions in residence halls.
  - e. Shall sit on hearing panels as a voting member.
  - f. Shall be a voting member of the Honor Code Council.
- F. Ombudspersons:
- a. Shall attend Honor Code Council meetings.
  - b. Shall further the promotion of the Honor Code within the Wellesley College community.
  - c. Shall lead Honor Code discussions in residence halls.
  - d. Shall counsel student charged with, or charging other student(s) with, an Honor Code violation(s).
  - e. Shall co-chair programming.
  - f. Shall not sit on hearing panels.
  - g. Shall be a voting member of the Honor Code Council.
- G. Hearing Review Panel Member:
- a. Shall attend Honor Code Council meetings.
  - b. Shall further the promotion of the Honor Code within the Wellesley College community.
  - c. Shall lead Honor Code Discussions in residence halls.
  - d. Shall hear any appealed cases that come to Hearing Review Panel.
  - e. Shall be a voting member of the Honor Code Council.
- H. Faculty Members of Honor Code Council:
- a. Shall attend all meetings of the full Honor Code Council Committee.
  - b. Shall sit on hearing panels as voting members.
  - c. Shall advise faculty members of issues pertaining to the Honor Code and Honor Code Council.
  - d. Shall be a voting member of the Committee.
- I. Faculty Member Ombudsperson:
- a. Shall attend all meetings of the full Honor Code Council Committee.
  - b. Shall counsel faculty on bringing charges to the Honor Code Council.
  - c. Shall not sit on hearing panels.
  - d. Shall be a voting member of the Committee.

- J. Faculty Member of Hearing Review Panel:
  - a. Shall attend all meetings of the full Honor Code Council.
  - b. Shall hear any appealed cases that come to Hearing Review Panel.
  - c. Shall advise faculty members of issues pertaining to the Honor Code and Honor Code Council.
  - d. Shall be a voting member of the Committee.
  
- K. Honor Code Administrative Coordinator:
  - a. Shall attend all meetings of the full Honor Code Council.
  - b. Shall, with the Chief Justice, facilitate all processes for Honor Code Council, and, as warranted, the Hearing Review Panel and the College President.
  - c. Shall gather information relevant to a charge and will interview students, faculty, and other members of the community who may have information relevant to the case.
  - d. Shall, with the Chief Justice, serve as the first point of contact for both the individual considering bringing a charge and the charged student.
  - e. Shall, with the Chief Justice, review all charges and prepare the charge report.
  - f. Shall not sit on hearing panels.
  - g. Shall be a voting member of the Committee.
  
- L. Dean of Students:
  - a. Shall attend all meetings of the full Honor Code Council.
  - b. Shall sit on all hearing panels as a voting member.
  - c. Shall be a voting member of the Committee.
  
- M. Dean of the College:
  - a. Shall hear any appealed cases that come to Hearing Review Panel.
  - b. Shall be a voting member of the Committee.

Section 2. –Advisor

The Dean of Students shall advise the committee and work closely with the Chief Justice.

VI. ACTIVITIES

Section 1. Meetings

The committee will meet at least twice per month, with a minimum of eight (8) meetings per semester. There shall be at least one publicized, open meeting of Honor Code Council per semester.

Section 2. Removal of Officers

Failure to abide by attendance policy will result in potential removal from the committee. Two (2) excused, or one (1) unexcused absence constitutes possible

grounds for removal. Removal of officers will follow the procedures outlined by SOAC.

VII. QUORUM

Section 1. Transaction of Business

A majority of the members of the organization is required.

Section 2. Constitutional Business

Three-quarters of the organization is required.

VIII. FINANCE

Section 1. The Organization

A. Honor Code Council shall be funded through College Government.

IX. ELECTION

Section 1. Officer Eligibility

A. Chief Justice

Candidates for Chief Justice must be rising seniors and must have a year of experience on Honor Code Council. If a suitable candidate does not run in the first round of elections, a second round of elections shall be held and eligibility shall be extended to all rising seniors.

B. Class Representatives

Candidates for class representative must be members of their respective classes. If a position remains unfilled through the second round of SOAC appointments, full-time Davis Scholars will become eligible for the class representative position congruent with their scheduled date of graduation.

C. ALANA Representative

Candidates for ALANA representative must be rising sophomores, juniors, or seniors who identify as ALANA students.

D. Davis Scholar Representative

Candidates for Davis Scholar representative must be Davis Scholar students who have completed at least one year of study.

E. House Presidents' Council Liaison

Candidates for House Presidents' Council liaison will be selected by House Presidents' Council.

F. Ombudspersons

Candidates for ombudsperson must be rising sophomores, juniors, or seniors. No more than one (1) shall be a rising senior.

G. Hearing Review Panel Member

Candidates for Hearing Review Panel must be rising juniors or seniors who have previously sat on Honor Code Council.

X. ADOPTION

Section 1. The Constitution

This Constitution shall be valid when:

- A. Adopted by a two-thirds majority vote of stipulated quorum for constitutional business;
- B. A copy has been signed by the Chief Justice, the Vice-President of College Government, and is filed in the College Government Office.

XI. AMENDMENT

Section 1. Of the Constitution

- A. A two-thirds majority vote of the three-fourths quorum required for Constitutional business shall be required for this Constitution to be amended;
- B. All amendments must be approved by Senate.

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Lauren R. Van Schepen, Chief Justice 2009-2010      Aileen Hagerman, CGVP 2009-2010

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SOAC Senators