

III. DEFINITION OF TERMS

- The term "**Appeals Committee**" refers to any persons authorized to consider a review or appeal of the decisions of a Conduct Hearing Board or the Chief Conduct Officer.
- The term "**Business Day**" means a regular University business day. It shall not include weekends or administrative holidays.
- The term "**Chief Conduct Officer**" unless otherwise designated by the Vice President of Student Affairs is the Dean of Student Life. The Chief Conduct Officer administers, oversees, and manages the student conduct process.
- The term "**Clubs and Organizations**" refers to any number of persons who have complied with the formal requirements for University recognition or who are members of teams or clubs that are recognized and supported by the University.
- The term "**Complainant**" refers to any person, or the university itself, who submits an allegation that a student or a Student Organization is in violation of the Student Conduct Code and Community Standards.
- The term "**Conduct Officer**" refers to any persons authorized by the Chief Conduct Officer to determine whether a student is responsible for an alleged violation of the Student Conduct Code and to impose sanctions/resolutions.
- The term "**Conduct Hearing Board**" refers to a body of Conduct Officers responsible for making determinations under and in accordance with the Student Conduct Code.
- The term "**Designee**" refers to a staff or faculty member who is designated by an appropriate University official to carry out a responsibility, in part or in whole, under the Student Conduct Code.
- The term "**Evidence**" refers to testimony, writings, material objects or other things presented to the senses that are offered to prove the existence or non-existence of a fact. In the Student Conduct Process relevant evidence is used to determine whether alleged conduct or behavior violates the Student Conduct Code.
- The term "**Guest**" refers to all person(s) invited by a Student and/or Student Organization to be present or remain on campus or to attend University sponsored activities or events on-and-off campus.
- The term "**Member of the University Community**" refers to any person employed by, volunteering for, or attending the University as a student, faculty member, administrator, staff member, intern or volunteer.
- The term "**MSMU**" refers to Mount Saint Mary's University, Los Angeles.
- The term "**Policy**" refers to any written policy, procedure, standard, regulation, rule found in, but not limited to, the Student Conduct Code or other official University sources.
- The term "**Preponderance of the Evidence**" refers to the standard of evidence that is used to determine responsibility under the Student Conduct Code and means such evidence as

when weighed with that opposed to it has more convincing force and greater probability of truth.

- The term **“Resolution”** refers to a requirement a Student or Student Organization must abide by or complete when found responsible for violating the Student Conduct Code.
- The term **“Respondent”** refers to a student who, or Student Organization which, allegedly violated the Student Conduct Code.
- The term **“Retaliation”** refers to adverse, non-permitted action taken by an individual or third party against a person in response to that person engaging in protected activity including, but not limited to, reporting a violation of policy or participating in any manner in an investigation related to a report. Retaliation includes, but is not limited to visual or physical threats, verbal or written remarks, shunning and reprisals focused upon interference with opportunities for learning and living in community.
- The term **“Student”** refers to a person who accepts enrollment and registers for classes, including periods thereafter during breaks between semesters or summer period. During breaks, including summer period, a Student includes a person who has been enrolled during the immediately preceding fall, spring or summer term and/or is eligible for continuing enrollment or graduation and includes all persons taking courses at the University, full-time or part-time, pursuing undergraduate, graduate or professional studies or are non-degree seeking.
- The term **“Support Person”** refers to an MSMU currently registered student or full time faculty or staff who accompanies a respondent or a complainant for the limited purpose of providing support and guidance (refer to Student Conduct Process for details).
- The term **“University”** and **“Institution”** refers to Mount Saint Mary’s University, Los Angeles.
- The term **“University Official”** refers to any person employed with or contracted by MSMU and operating within the scope of their responsibilities.
- The term **“University Property”** refers to all land, buildings, facilities, areas and other property in the possession of, owned or controlled, whether leased or rented, by the University.
- The term **“University-Sponsored Activities/Events”** refers to any activity/event on-or-off campus that is initiated, authorized or supervised by the University or a Student Organization.
- The term **“Weapon”** refers to any object intended for use to inflict harm or cause injury.
- The term **“Will or Shall”** are used in the imperative. The term **“May”** is used in the permissive sense.
- The term **“Witness”** refers to any person called upon to provide information related to an incident or matter who is not the Complainant or Respondent.