



Housing and Residential Education

SIX STEPS

Presented By:

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Program Mission

The mission of student housing is to provide residents with a safe and secure learning community that fosters student health, growth, and life-long learning. As with any living community, the need for clearly defined expectations and community standards is required for a harmonious residential experience. In order to provide residents with this shared understanding, the Office of the Dean of Student Life, in collaboration with Housing and Residential Education, created the Six Steps program. This program began in fall 2005, the second year of residential housing at CSUCI, and was administrated through the office of Housing and Residential Education.

Steps are calculated by the culmination of a resident's policy violations. Movement in the system is based on the degree to which the community is disrupted Each policy violation is assigned a "step" or "level" and a resident's record of steps is accumulated throughout the academic year. Therefore, one severe violation, a few mid-level violations, or several low-level violations can ultimately result in Step 6 and removal from student housing.

Six Step Process:

- Step 1-Judicial Board Hearing and Letter of Admonition
- Step 2-Judicial Board Hearing and Educational Sanctions
- Step 3-Hearing with Resident Director, Letter of Admonition and Educational Sanctions
- Step 4-Hearing with Resident Director, Housing Probation and Educational Sanctions
- Step 5-Hearing with Dean of Student Life, Removal Notification and possible University Sanctions
- Step 6-Hearing with Dean of Student Life, Removal from student housing and University Sanctions.



Utilizing this system allows students to be aware of what their actions could lead to in University conduct proceedings and also of their status in the judicial process once cases are finished being adjudicated. Infractions that begin a student's progress through the Six Step program occur in student housing. However, reaching Step 6 not only results in removal from the residence halls, but the student will receive additional University sanctions from the Office of the Dean of Student Life, which may include probation, suspension or expulsion.

Tiered Approach

The Six Steps offers a tiered approach to progressive discipline in student housing. Because the disruptive behaviors of students can range from simple quiet hour violations to life threatening behaviors, it was imperative that a system was implemented that addressed each infraction at its individual level. The system developed allows for progressive discipline for students that continue to violate the rules and regulations and also offers them opportunities to correct the behavior.

The Six Steps program incorporates involvement from students (Judicial Board-JBoard), staff (Resident Director-RD) and administrators (Office of the Dean of Student Life/University Judicial Officer). The Judicial Board adjudicates cases that are of minor nature and cause little disruption to the

community. Typically the Judicial Board will hear 1 and 2 step violations. Appeals to the decisions of the Judicial Board are heard by the Resident Director. The Judicial Board also serves as a recommendation board for the Resident Director. Students wishing to express concern over policies are able to utilize the JBoard as their conduit for change.



Statistics and Program Results

Prior to the use of the Six Steps program, alcohol-related incident reports totaled 105 for spring 2005, with a student resident population of 320 students. After starting the Six Steps program in fall 2005, the number of alcohol-related incident reports dropped to a total of nine while the student population grew to 344. During spring 2006, the number of alcohol-related incident reports increased to 20 with the same number students as the spring semester. In fall 2006 the student population increased to 450 residents and the number of alcohol related incident reports increased to 42. This program included numerous types of violations other than alcohol; however, this report involves only the statistics related to alcohol violations. The following is a summary of the results of the Six Steps program:

- The number of alcohol-related incident reports decreased by 60 % from spring 2005, prior to the Six Steps program, to the end of fall 2006 after 18 months of utilization.
- The student population grew by 29% from spring 2005 to the end of fall 2006.
- Even with the population growth of 29%, there was a 60% decrease in the number of alcohol-related incidents reported by the student residential population.



- The six step program helps to provide a safe and secure learning community.
- The program fulfills the need for clearly defined expectations and standards.
- Progressive discipline is utilized and opportunities to correct behavior is offered.