

Suggested Questions for University Hearing Boards

Obviously, the specific questions board members ask will arise from the circumstances of the particular case. However, here are some basic questions that can serve as a basis for the board's inquiries.

Remember, every question should help reveal whether the accused student committed the behavior alleged. Questions that do not serve this purpose are irrelevant.

Questions for Complaint Parties

1. What was the date, time and duration of the incident or behavior?
2. How many times did this happen?
3. Where did it happen?
4. How did it happen?
5. Did anyone else see it happen? Who? What did they say? What did they do?
6. Was there physical contact? Describe it. Demonstrate it.
7. What did you do in response to the incident or behavior?
8. What did you say in response to the incident or behavior?
9. How did the accused student react to your response?
10. Did you tell anyone about the incident or behavior? Who? What did they say and/or do?
11. Do you know anyone else who can shed light on this incident?
12. Is there anything else you want to tell us that we haven't asked you?

Accused Students

If the student denies that the incident occurred, ask:

1. Is there any reason anyone would invent or lie about the incident?
2. Where were you when the alleged incident occurred?
3. Do you have any witnesses who can corroborate your whereabouts at the time of the incident?

If the student doesn't deny that the incident occurred, ask:

1. When and where did this happen?
2. What were the circumstances leading up to the incident?
3. Who else was involved?
4. What is your connection to the complainant?

5. Recount the dialogue that occurred in order of what was said.
6. What did the complainant do or say?
7. Is there any evidence to support your account of what happened?
8. Is there anyone else we should talk to who had knowledge of the incident or the circumstances surrounding it?
9. Have you talked to anyone about the incident? Who? What did you tell them?
10. Is there anything else you want to tell us that we haven't asked you?

Questions for Witnesses

1. What was the date, time and duration of the incident or behavior you witnessed?
2. Where did it happen?
3. Who was involved?
4. What did each person do and say?
5. Did anyone else see it happen? Who?
6. What did you do after witnessing the incident or behavior?
7. Did you say anything to the parties involved in response to what you witnessed?
8. How did the complainant and the accused student react to your response?
9. Did you report this to anyone in authority? To whom? When? What did they say and/or do?
10. Did you tell anyone else about the incident or behavior? Who?
11. Do you know anyone else who can shed light on this incident?
12. Is there anything else you want to tell us that we haven't asked you?