Student Conduct & Community Standards

Understanding the COD Process

Preparing for a Hearing Panel

The Committee on Discipline (COD) will convene a hearing panel of committee members to decide if students violated policy, and if so what sanctions are appropriate, in some cases. Here's how to prepare once your case has been referred to a hearing panel.

1

STEP 1

Attend the Pre-Panel Meeting

OSCCS staff will reach out to students whose cases will be resolved via hearing panel. During the meeting, you can discuss the hearing panel process with staff, learn how to best prepare for the upcoming panel, and seek support services as needed.

2

STEP 2

Consider Finding an Advisor

Having an advisor can be a huge help; an advisor's role is to support and enable students throughout the process. Advisors can be anyone who is not a lawyer or media representative, and they are typically MIT community members. OSCCS staff can help you find one upon request.

3

STEP 3

Prepare for the Panel Meeting

Students participating in a hearing panel are encouraged to think about potential questions the COD may ask, prepare questions to ask other parties (if present at the hearing panel), and write opening and closing statements in advance. Students should also consider if there are relevant witnesses who can participate in the hearing panel.

4

STEP 4

Engage Your Support System

Going through the COD process can be stressful; connecting with resources like your COD advisor, Student Mental Health and Counseling, S³, your house team, academic or first-year advisors, or the Institute chaplains may help.

5

STEP 5

Communicate with the OSCCS

OSCCS staff will share the panel date, time, and location, and will send panel documents when ready. Monitor your email for updates and request any assistance you need to prepare in advance.

6

STEP 6

Prepare Post-Panel Plans

Anticipate that the panel meeting will take around two hours. Afterward, it may help to plan a debrief conversation with an advisor or other support and to organize self-care activities for the rest of the day.