



Understanding the COD Process

Preparing for a Sanctioning Panel

The Committee on Discipline (COD) will convene a sanctioning panel of committee members to determine appropriate sanctions when a student has accepted or been found responsible for a policy violation. Here's how to prepare once your case has been referred to a sanctioning panel.

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STEP 1

Attend the Pre-Panel Meeting

OSCCS staff will reach out to students whose cases will be resolved via panel to schedule a pre-panel meeting; students can opt to have their cases resolved via sanctioning panel if they are ready to accept responsibility for violating all policies in their initial notice letter. During the meeting, you can discuss the sanctioning panel process with staff, learn how to best prepare, 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.

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STEP 3

Prepare for the Panel Meeting

Students participating in a sanctioning panel are encouraged to reflect on what happened, prepare a statement addressing the impact of their actions and any relevant context, and think about what outcomes and sanctions would be appropriate and meaningful. Students should also be prepared to answer questions and to give opening and closing statements if they so choose.

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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.

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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.

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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.