

# COMMUNITY CONDUCT PROCEDURES

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New College expects each student to act with maturity, assume responsibility for individual actions, and respect the rights of other members of the community. New College judicial procedures have been established in accordance with State of Florida regulations.

## Student Code of Conduct

Graduate students are subject to the New College of Florida Student Code of Conduct found at this link: Student Code of Conduct (<https://www.ncf.edu/life-at-new/safety-conduct/conduct-services/student-code-of-conduct/>).

Judicial procedures aim toward constructive settlement of cases under dispute. The New College Student Court is recognized by, and under the purview of, the Office of Student Affairs. Its proceedings respect the rights of the accused in the settlement of disputes.

In addition to the Student Court, there is a Campus Conduct/Mediation Board, composed of staff and students, which may hear cases that could result in suspension or expulsion from the College.

Procedures for using the judicial board are outlined in the Code of Conduct. All in all, the aim is to encourage student participation and ownership in a framework that preserves College responsibility and authority.

## Student Appeals, Concerns, and Complaints

Attempts to resolve issues and concerns informally at the grass-roots level are more likely to result in a timely resolution. Because of this, students are strongly encouraged to begin their pursuit of an informal resolution by having face-to-face meetings with the faculty member, supervisor, or other person in the area where the concern has arisen. Refer to other sections of this Catalog or the online Campus Directory to contact the appropriate office or individual.

Students are also encouraged to contact the Ombudsperson ([ombuds@ncf.edu](mailto:ombuds@ncf.edu)) for assistance with informal, impartial, and non-adversarial alternatives for the resolution of conflict. The Ombudsperson, guided by the principles of independence, neutrality, confidentiality, and informality, directs students toward appropriate College resources and facilitates discussion to identify the best options to resolve problems. If a student believes a published policy or procedure has been violated or applied unfairly—or if informal means have not resolved a student's dissatisfaction with a decision, policy, or circumstance—the student may file a formal written complaint. A link to the online written student complaint submission form can be found on the Report a Problem (<https://www.ncf.edu/report-a-problem/>) web page on the New College website.

New College of Florida maintains a record of all submitted written student complaints to ensure they are addressed in a prompt, fair, and consistent manner. New College strives to respond to all written student complaints within 30 days and to resolve complaints within 90 days.

VP for Legal Affairs: David Brickhouse, [dbrickhouse@ncf.edu](mailto:dbrickhouse@ncf.edu), Cook Hall

Title IX and ADA Coordinator: Taylor Parker-Sellick, [tparker@ncf.edu](mailto:tparker@ncf.edu) (941) 487-4758, W Dorm, Room 2115  
Oversees implementation of Title IX at New College, including coordination of investigations of Title IX complaints.

### For Complaints of Harassment (Racial, Disability-Related, etc.) by an NCF Employee

Students should contact Chief Human Resources Officer Erika Worthy, [eworthy@ncf.edu](mailto:eworthy@ncf.edu), (941) 487-4417, Palmer C.

### For Complaints of Harassment (Racial, Disability-Related, etc.) by Another Student

Students should contact the Division of Student Affairs, [studentaffairs@ncf.edu](mailto:studentaffairs@ncf.edu), (941) 487-4259, Hamilton Classroom 001.

### For Academic Concerns and Appeals

Students should contact the Office of the Provost, [provost@ncf.edu](mailto:provost@ncf.edu), (941) 487-4200.

### For General Financial Aid Appeals

Students should contact [ncfinaid@ncf.edu](mailto:ncfinaid@ncf.edu), (914) 487-5000.

### For Complaints Against the Campus Police

Students should contact Chief of Police Jennifer Coley, [jcoley@ncf.edu](mailto:jcoley@ncf.edu), (941) 487-4210, 501 College Drive.

### For Counseling and Wellness Center Complaints

Students should contact Keith Kokseng, Program Director for Counseling Services, [kkokseng@ncf.edu](mailto:kkokseng@ncf.edu), (941) 487-4254.

### For Accommodations Issues or Complaints

Students should contact the Advocacy and Accessible Learning Center, [aalc@ncf.edu](mailto:aalc@ncf.edu), (941) 487-4844.

### For Parking Appeals

Students should contact Parking Services, [parking@ncf.edu](mailto:parking@ncf.edu), (941) 487-4626, or access a form on the portal under Parking Services.