

# **RESTORATIVE JUSTICE STUDENT CONDUCT BOARD FOR RESIDENTIAL LIFE APPLICATION 2010-2011**

Thank you for your interest in the Restorative Justice Student Conduct Board for Residential Life at St. Cloud State University! The Conduct Board:

- Provides an opportunity for students to serve the SCSU community
- Assists students in developing life-long skills in facilitating and resolving conflicts
- Helps promote civility and citizenship within the St. Cloud State University community

Members of the Conduct Board will assist residents alleged of violating Residential Life policies in restoring a sense of community and accountability via educational sanctioning. Conduct Board members will be provided with training to help develop the skills necessary for being successful in the position.

The role of the Conduct Board is to:

- Listen to the facts of the case (what happened according to the complainant, respondent and witnesses);
- Outline the possible and apparent impact the violation(s) imposed on fellow residents, the campus community, and the City of St. Cloud; and
- Recommend a reasonable sanction(s) that are intended to advance student learning and development and preserve the community's functioning.

Applicants for the Conduct Board must:

- Be a full-time St. Cloud State University students during the 2010-2011 academic year
- Be in good judicial standing with the University (no current pending cases)
- Maintain a grade point average of at least 2.5

Applicants may NOT be:

- Community Advisors
- RHA Executive Board members
- Desk Attendants
- Night Security staff employees
- Public Safety employees

**Your application, responses and reference forms are due Friday, October 22 by 4:30 p.m. to:**

**Chris Smith  
Residence Hall Director  
Stearns Hall**

## **Timeline for Selection**

- Applications due Friday, October 22 by 4:30 p.m.
- Interviews of qualified candidates will take place week of October 25-29.
- Applicants will be notified of their status by November 1.
- Acceptance letters due by November 5.
- Fall training session for Board Members on Friday, November 12, 3:00 to 5:00 p.m.

If you are selected for the Conduct Board, you will be expected to:

- Participate in conduct hearings regarding violations of Residential Life policy
- Conduct oneself in a trustworthy, professional and confidential manner
- Recommend reasonable, fair and educational sanctions when appropriate
- Attend scheduled hearings, meetings and trainings

If selected, you must be able to attend training and information sessions on Friday, November 12, 3:00 to 5:00 p.m. Please note that you must complete training prior to serving as a member of the Conduct Board. Additional training sessions may be held at later dates, to be determined. As mentioned above, training sessions, hearings and meetings are required. St. Cloud State University is comprised of a diverse community of learners and educators. It is imperative that the Conduct Boards reflect that diversity. Students of all backgrounds and interests are encouraged to apply.

**APPLICATION FOR THE  
2010-2011  
RESTORATIVE JUSTICE STUDENT CONDUCT BOARD  
FOR RESIDENTIAL LIFE**

**INSTRUCTIONS**

Fill application form out and answer all of the questions to the best of your ability. Responses should be typed and submitted with the application form. Two references are required. Please follow the instructions provided on the reference form to submit it properly.

Name \_\_\_\_\_ Date \_\_\_\_\_  
(Last, First Middle)

Tech ID \_\_\_\_\_ Male \_\_\_ Female \_\_\_ Transgender \_\_\_ Other \_\_\_

Year \_\_\_\_\_ Major \_\_\_\_\_ GPA \_\_\_\_\_ (If college GPA not  
(first, sophomore, junior, senior) applicable, please list your high school GPA).

Current Address \_\_\_\_\_ Current Phone \_\_\_\_\_  
(Include Hall/Room # if living on campus) \_\_\_\_\_  
Cell Phone \_\_\_\_\_

Permanent Address \_\_\_\_\_ Permanent Phone \_\_\_\_\_  
\_\_\_\_\_

E-mail Address \_\_\_\_\_@stcloudstate.edu

Academic Achievements

\_\_\_\_\_  
\_\_\_\_\_

Extracurricular Activities (If Any)

\_\_\_\_\_  
\_\_\_\_\_

Have you ever been or are you currently under any disciplinary sanction, including probation?

**YES NO**

*If yes, please explain on a separate sheet of paper.*

To the best of my knowledge, the information contained in this application is accurate.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

**Please provide brief, one-paragraph, typed responses to each of the following questions.**

1. Why are you applying to be on the Restorative Justice Conduct Board?
2. What do you hope to gain from membership on a Conduct Board?
2. What do you feel that you would contribute as a member?
3. Please explain or describe some major issues at St. Cloud State University and/or in Residential Life and how these issues affect residents living on campus.
4. Please describe a situation in which you have been a member of a group that engaged in discussion in order to reach a decision.
5. Describe a time that you've confronted someone about a situation when they were doing something that you did not like.

**Student Restorative Justice Conduct Board  
For Residential Life  
Reference Form**

FOR THE CANDIDATE (optional): I hereby waive my right to inspect and review the reference form. I understand that this form will only be used in the Residential Life Student Conduct Board selection process.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To: \_\_\_\_\_ (*Reference Name*)

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*Signature of Reference (if not submitted electronically)*

*Date*

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*Relationship to Candidate*

(*Student's Name*) \_\_\_\_\_ is applying for a position on the Residential Life Student Conduct Board at St. Cloud State University and has given your name as a reference. After reviewing a partial position description below, we would appreciate your honest and objective opinion regarding the person's qualifications for the position. Please return this in a sealed envelope with your signature across the flap **NO LATER THAN October 22, 2010** to:

**Chris Smith  
Residence Hall Director  
Department of Residential Life  
Stearns Hall  
410 3<sup>rd</sup> Ave South  
St. Cloud, MN 56301**

**PHONE: (320) 308-3842  
FAX: (320) 308-5505**

or e-mail an electronic copy **NO LATER THAN October 22, 2010** to **csmith@stcloudstate.edu**.

Your reference is required to complete the candidate's application. *The candidate will not be allowed to continue in the selection process if the reference is not received.*

**Partial Position Description**

The Restorative Justice Student Conduct Board for Residential Life is a peer board that will resolve alleged policy violations in a structured setting. This educational/developmental process will permit discussion of alleged behaviors and empower the members to recommend appropriate educational and status sanctions based on the violations. The Restorative Justice Student Conduct Board seeks to impart fruitful and impactful dialogue, encourage accountability, and restore a sense of community and positive citizenship.

### Candidate Rankings

Please circle the appropriate numbers below to assess the candidate's performance that you have observed through your interaction with him/her. These traits and skills are vital to the Conduct Board position.

<b>Personal Traits</b>	<b>Poor</b>	<b>Fair</b>	<b>Good</b>	<b>Excellent</b>	<b>Unsure</b>
Personality (poise, openness)	1	2	3	4	Unsure
Maturity (judgment, open-mindedness)	1	2	3	4	Unsure
Emotional stability (disposition, personal adjustment)	1	2	3	4	Unsure
Acceptance of cultural and identity differences (race, GLBT)	1	2	3	4	Unsure
Commitment to personal development (admits mistakes, accepts advice)	1	2	3	4	Unsure
<b>Social Skills</b>					
Cooperativeness (attitude, social adjustment)	1	2	3	4	Unsure
Communication (self-expression, listening skills)	1	2	3	4	Unsure
Assertiveness (ability to deal with conflict, tact)	1	2	3	4	Unsure
Ability to work with others	1	2	3	4	Unsure
Role Modeling (demonstrates good life choices, positive impact on others)	1	2	3	4	Unsure
<b>Administrative Ability</b>					
Timeliness	1	2	3	4	Unsure
Planning and organization (manage and balance time and tasks)	1	2	3	4	Unsure
Follow-through (attention to completing details)	1	2	3	4	Unsure
Level of confidence that candidate can maintain confidentiality	1	2	3	4	Unsure
Overall work ethic	1	2	3	4	Unsure

**If necessary, please attach additional information on a separate piece of paper. This form must be received by October 22, 2010.**  
*Candidates: Please provide your reference with an envelope (stamp included, if mailing) in which to return your reference form, if it is not being submitted via e-mail. Thank you!*