

Blinn College Incivility Resolution Report

Name of Student: _____ Student ID: _____

Student Contact Information: (phone) _____ (address) _____

Incident: (date) _____ (time) _____ Name of Department: _____

Name of Class: _____ Section: _____ Course Call #: _____

Name of Instructor: _____ Campus: _____

DESCRIPTION OF INCIDENT: Give a written objective and detailed account. If additional space is needed, note and attach. IF THE INCIDENT WAS THREATENING OR VIOLENT, BLINN COLLEGE POLICE HAVE JURISDICTION AND THE BLINN COLLEGE DISCIPLINE CODE AS OUTLINED IN THE "STUDENT HANDBOOK" TAKES PRECEDENCE.

RESOLUTION STATEMENT: [required for reentry into class]

Level 1
 Meeting
 Agreement
 No Agreement
 No Meeting

_____ student's signature

date _____ instructor's signature

COMMENTS: _____

Level 2
 Meeting
 Agreement
 No Agreement
 No Meeting

_____ student's signature

date _____ instructor's signature

COMMENTS: _____ division chair's (or designee's) signature

Level 3
 Meeting
 Agreement
 No Agreement
 No Meeting

_____ student's signature

date _____ instructor's signature

COMMENTS: _____ division chair's (or designee's) signature

_____ dean's (or designee's) signature

Level 4
 Meeting
 Agreement
 No Agreement
 No Meeting

_____ student's signature

date _____ instructor's signature

COMMENTS: _____ Hearing Officer's signature

If no resolution is met at Level 4, the student is administratively dropped from the course following drop policy.

The student may not return to class until resolution is met (cf. Civility Notification Statement in Course Information Sheet). If deemed necessary, the instructor may ask a third party to be present. If the instructor is a division chair, skip **LEVEL 2**. If no resolution is achieved at **LEVEL 3**, the student may appeal to the **Hearing Officer**. If no resolution is met at **LEVEL 4**, the student is administratively dropped from the course following Drop Policy: "W," or "WP," or "WF" respectively, as appropriate. **NOTE: THE STUDENT HAS FIVE DAYS TO COMPLETE THE ABOVE PROCESS.**