

**STUDENT JUDICIAL PROGRAMS  
STRATEGIC PLAN  
Revised June 2009**

**MISSION STATEMENT**

Student Judicial Programs promotes each students learning experience through proactive education of the campus community and by responsibly maintaining and educationally adjudicating alleged violations of the Code of Student Conduct.

**VISION STATEMENT**

Student Judicial Programs will lead the ethical development of the campus community by providing proactive campus outreach, developing ethical role models, implementing student learning, and providing an unbiased forum for effective adjudication of alleged violations of the Code of Student Conduct.

**VALUES**

As a member of the campus community, the values of Texas Tech University and the Statement of Ethical Principles are an extremely important part of the DSAEM. The division includes the following additional guiding principles and learning/ engagement outcomes in support of the student service programs, facilities and services:

- Involvement and Leadership
- Critical Thinking and Application
- Collaboration and Partnerships
- Holistic Wellness
- Responsibility and Consequences.

**STUDENT JUDICIAL PROGRAMS VALUES:**

In addition to the Division of Student Affairs & Enrollment Management values listed above, Student Judicial Programs is committed to the values of:

- Due process
- Fairness
- Student Learning
- Professional Ethics.

**GOALS, BENCHMARKS, OBJECTIVES and STRATEGIES**

**Strategic Priority: INVEST IN THE PEOPLE OF TEXAS TECH UNIVERSITY**

**Goal:** Human Resources and Infrastructure: Increase and use resources to recruit and retain quality staff and to support an optimal work environment.

- Benchmark 1: Grow the department to meet enrollment goals and referral trends of Texas Tech University by adding an additional hearing officer for every 6000 students.
- Benchmark 2: Implement a professional development program to prepare staff members for advancement and leadership in Higher Education.
  - Objective 1.1: Compare and analyze annual enrollment and judicial referrals to determine if additional staff is necessary.  
Strategies:
    - Track and analyze the number of hearings on full-time staff member can effectively adjudicate in an academic year.
    - When additional construction occurs (for example: an additional student union), implement Student Judicial Programs operating offices in various locations on campus.
  - Objective 2.1: Identify the professional development needs of staff members.  
Strategies:
    - Identify and encourage participation in regional, state, and national professional associations.
    - Encourage staff members to continue their education through an academic program or workshops and short courses.
    - Continue staff professional development series to assist in the enhancement of professional competencies.
  - Objective 2.2: Identify and report professional staff achievements
    - Encourage staff members to participate in leadership positions in university committees and professional organizations
    - Encourage staff members to submit conference presentation proposals and publications.
  - Objective 2.3: Report staff community service hours
    - Encourage staff members to participate in community service projects and events
    - Encourage staff members to participate in the State Employee Charitable Campaign
  - Objective 2.4: Report staff participation in education and training
    - Encourage staff members to participate in educational programs provided by the division and university
    - Encourage staff members to attend professional development seminars and conferences
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**Strategic Priority:** ENRICH THE EDUCATIONAL EXPERIENCE

**Goal:** Teaching and Learning: Enhance the undergraduate, graduate and professional student learning experience by implementing nationally recognized standards in all departments, facilities, programs and services.

- Benchmark 1: Identify a minimum of two key learning outcomes covered when students are referred to Student Judicial Programs.
- Benchmark 2: Use assessment results to determine if the College of Education practicum experience promotes understanding and practical application of student conduct administration.
- Benchmark 3: Track number of departmental staff pursuing graduate degrees and certificates.
- Benchmark 4: Identify and monitor current educational conditions to determine if current methods enhance the student learning experience of students referred to Student Judicial Programs.
  - Objective 1.1: Implement NASCAP Learning Outcomes Assessment tool.  
Strategies:
    - Train judicial hearing officers on effective utilization and distribution of learning outcomes assessment tool.
    - Compare annual results with national participants.
  - Objective 2.1: Ensure a positive learning environment for all College of Education Practicum students.  
Strategies:
    - Establish expectations and identify learning outcomes for College of Education Practicum students.
    - Conduct follow-up interviews with all College of Education Practicum students to ensure the learning outcomes have been achieved and to obtain suggestions to enhance the educational experience of future participants.
  - Objective 2.2: Effectively market the Student Judicial Programs Practicum experience to College of Education Graduate Students.  
Strategies:
    - Create marketing materials that accurately convey the benefit of participating in the Student Judicial Programs Practicum.
    - Distribute materials to the Graduate School and College of Education.
  - Objective 3.1: Report number of staff members pursuing graduate programs and certificates.  
Strategies:
    - Encourage all staff members to pursue continuing education.
  - Objective 4.1: Identify and monitor newly developed and utilized educational conditions adopted at the state and national level.  
Strategies:
    - Utilize networking, professional associations, and conferences to identify emerging educational conditions.

**Goal:** Engagement: Provide outreach academic/educational opportunities that contribute to student learning, leadership, and critical thinking.

- Benchmark 1: Establish a Graduate Assistant position in Student Judicial Programs.
- Benchmark 2: Provide a larger number of educational outreach opportunities to the campus community.
- Benchmark 3: Report number of judicial hearings that occur annually
- Benchmark 3: Engage students in Living-Learning Communities
  - Objective 1.1: Effectively recruit qualified graduate student to become Graduate Assistant in Student Judicial Program.  
Strategies:
    - Create job description for Graduate Assistant Position.
    - Competitively fund the position of Graduate Assistant.
  - Objective 2.1: Implement a plan to market outreach presentations to all colleges.  
Strategies:
    - Assess student perception of the effectiveness of outreach presentations.
    - Analyze the assessment tool to identify strengths and weaknesses of outreach presentations.
  - Objective 3.1: Track and report demographic breakdown of students referred to Student Judicial Programs
  - Objective 4.1: Participate in FYE Living-Learning Community.  
Strategies:
    - Assign staff member to be designated member of FYE Living-Learning Community stakeholder committee

### **Strategic Priority: STRENGTHEN PARTNERSHIPS**

**Goal:** Partnerships: Build strategic partnerships and alliances with the local and campus community including K-12, community colleges and universities.

- Benchmark 1: Implement a professional development model to enhance skills and experiences of part-time hearing officers from University Student Housing.
- Benchmark 2: Maintain current on and off campus partnerships and create a minimum of one new partnership per year.
  - Objective 1.1: Effectively recruit professional residence life staff members to participate in the Student Judicial Programs/ University Student Housing partnership.  
Strategies:

- Cooperate with the University Student Housing recruitment coordinator to incorporate the Student Judicial Programs partnership in marketing materials and the interview process.
  - Utilize current Judicial Residence Life coordinators and University Student Housing Leadership to recruit potential staff members to participate in the partnership.
- Objective 1.2: Develop a professional development model to train and enhance the skills of Judicial Residence Life Coordinators.
- Strategies:
- Identify the areas and skills necessary to become successful judicial hearing officers.
  - Schedule and coordinate developmental one-on-one meetings with each Judicial Residence Life Coordinator.
  - Establish professional development series that enhances knowledge of student conduct administration.
  - Evaluate the performance of Judicial Residence Life Coordinators and provide performance feedback.
  - Every semester, conduct a group meeting to evaluate the effectiveness of the current program to identify strengths and areas of improvement.
- Objective 2.1: Continue to utilize on and off campus partnerships and generate additional partnerships to ensure students can be referred to areas that will positively impact their educational experience.
- Strategies:
- Continue utilizing current partnerships.
  - Identify partnerships that have not been effectively utilized.
  - Create new partnerships with on-campus and off-campus entities.
- Objective 2.2: Create a partnership with Colleges and Universities in the Lubbock area.
- Strategies:
- Establish a partnership with student conduct officers within the Texas Tech University System.
  - Establish a partnership with student conduct officers at South Plains College, Lubbock Christian University, and Wayland Baptist University.