Haverford Honor Council Trial Procedure Flow Chart
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Honor Council Involvement
1. Honor Council is notified of a potential violation.
2. The confronting and confronted parties have one week to contact code@haverford.edu on their own, and then Honor Council will contact them asking for statements.
3. Honor Council will read the statements from all parties and consent on whether to proceed with a trial (social or academic), drop the case, or proceed with an alternative judicial process. See the **types of trials**.

Throughout the process
- All decisions made by Honor Council or the trial jury will be made by consensus.
- All parties will have opportunities to voice their side of the story.
- Every effort will be made to protect the confidentiality of the involved parties.
- A confronting or confronted party may have a support person who may attend the trial. See **support person guidelines**. Faculty may have support people as well.
- Bryn Mawr students will have a liaison from BMC’s Honor Board present at the trial
- Some of the trial meetings my take multiple sessions to be completed
- Jurors will take notes during the trial for the purpose of writing the trial abstract

Jury Formation
1. A Jury is formed by the Honor Council Co-secretaries (based on the availability of a random sample of the student body), including five Honor Council members (one of whom is the Chair of the trial), and five community members. At least three of the jurors must identify as students of color, at least four must identify as male, and at least four must identify as female.
2. A jury (as well as alternates) is sent to the trial parties, who may remove up to two jurors for reasons of confidentiality.
3. The jurors are told the names of the confronting and confronted parties (and are asked to remove themselves if they have concerns about potential conflicts of interest).
4. Jurors and trial parties are contacted to schedule trial meetings.

Preliminary meeting (jury only)
1. The trial chair meets with the jury and has them read the Honor Code, as well as statements from all parties.
2. The trial chair will also go over the details of **confidentiality** and **consensus**
3. The jury goes over the goals of a trial: to find resolutions that achieve the goals of:
   - Education (involved parties, ourselves, abstract for the community)
   - Accountability (hold the involved parties accountable for their actions)
   - Restoration (repair the breach of trust between parties + with the community)
4. The jury may request more evidence (e.g. the copied assignment), or an expert witness.
Fact-Finding (Confronting and confronted parties present)
1. Introductions, review of trial procedure and goal of meeting; find out what happened.
2. Parties tell their side of the story, and the jury asks questions. Parties may ask each other questions. A party may be asked to leave the room (by the other party or the jury) for certain questions.
3. The parties are asked to leave.

Jury Deliberations (Jury only)
1. The jury discusses the facts of the case and whether or not a violation occurred.
2. The jury consents on either a statement of violation, or a statement of non-violation. If the latter occurs, the case is over. If the former occurs, then the trial proceeds as follows.
3. The parties are contacted regarding the jury’s decision.

Circumstantial Portion (Confronted party present, confronting party optional)
1. If the jury determines that a violation of the Honor Code occurred, a circumstantial meeting will be held, in which the confronted party will explain the circumstances surrounding their violation of the Honor Code. Whereas Fact-finding focused on the “what” of the case, circumstantial focuses on the “why”.
2. The jury (and the parties present) will discuss potential resolutions to address the goals of the trial. The confronting party will also have the opportunity to propose resolutions.
3. Trial parties leave.

Jury Deliberations and Tentative Resolutions (Jury only)
• The jury consents upon tentative resolutions.
• Examples resolutions might be: recommendation for a grade change, separation from the community, letter to the community, a recommendation to the Dean on whether or not to report the incident to graduate schools, among others.
• Tentative resolutions are sent to the trial parties.

Finalizing Resolutions (Confronted party present, confronting party optional)
• The jury discusses the resolutions with the parties, who provide feedback
• The parties leave, and the jury consents to any necessary changes to the resolutions
• The trial chair delegates writers for the abstract to be released to the community, a juror to serve as a representative to the President of the college if a trial party appeals any resolutions, which they must do within five business days of the trial’s completion
• Trial resolutions will be sent to the Deans of the College, as well as the Honor Council Staff Support person, who will monitor their completion,
• Abstract is written under pseudonyms, and sent to the parties for consent to release. Parties may request a delay for reasons of confidentiality (typically no more than a year), and then Council will consent on when to release the abstract to the community.