

3341-2-25 Parental/Legal Guardian Notification.

Applicability	All University units
Responsible Office	Office of the Dean of Students
Responsible Administrator	Dean of Students

(A) Policy Statement and Purpose

The purpose is to articulate when the University may contact parents/legal guardians to notify them of certain Code of Student Conduct violations or to disclose information necessary to protect the health, safety and well-being of their student or other individuals. The goal of parental/legal guardian notification is to enlist support to create a safer community environment.

(B) Policy

- (1) The Family Educational Rights and Privacy Act (FERPA) permits colleges and universities to notify parents/legal guardians when their student is under the age of twenty-one (21) and is found responsible for violating any law or University policy concerning the use or possession of alcohol or controlled substance. In accordance with FERPA, the Office of the Dean of Students, or designee, may notify parents/legal guardians, without their student's consent, when their student is under the age of 21 and:
 - (a) Violates the Code of Student Conduct concerning the use or possession of controlled substances (i.e., illegal drugs excluding prohibited cannabis or substances derived from prohibited cannabis); or
 - (b) Violates the Code of Student Conduct concerning the use or possession of alcohol and/or prohibited cannabis or substances derived from prohibited cannabis, when any of the following apply;

- (i) The student has violated this section of the Code for a second time;
 - (ii) Medical attention was required as a result of the related behavior;
 - (iii) The student demonstrated reckless disregard for their own personal safety and/or the safety of others;
 - (iv) There is significant property damage as a result of the related behavior; or
 - (v) The student accepted admittance into the Alternative Resolution Program.
- (2) FERPA also permits colleges and universities to disclose to parents/legal guardians information that is necessary to protect the health or safety of their student or other individuals. In accordance with FERPA, the Office of the Dean of Students, or designee, may notify parents/legal guardians, without the student's consent and regardless of the student's age, if any of the following situations occurs:
- (a) Their student was transported to the hospital for a serious or life-threatening condition; or
 - (b) There is a concern for the immediate safety of their student or other individuals.

Equity Impact Statement: The policy has been assessed for adverse differential impact on members of one or more protected groups.

Registered Date: March 12, 2015

Amended: October 29, 2020; September 2, 2022; May 23, 2024