

SCHOOLCRAFT COLLEGE
18600 Haggerty Road, Livonia, Michigan 48152-2696

**MAINTENANCE AND DESTRUCTION OF STUDENT DISCIPLINARY
RECORDS**

1. The Dean of Students shall maintain student disciplinary records in a secured file.
2. Disciplinary records shall be kept separate from academic records.
3. Disciplinary records shall be reviewed at least once a year.
4. Student Conduct and Discipline records are maintained for seven years, except in the case of suspensions and expulsions, which remain a part of the Dean of Students student discipline files.

Approved—Administrative Committee
December 17, 1974
Reviewed—Administrative Committee
February 24, 1981
Retyped—Title Change
August 14, 1989
Retyped—Title Change and
Reviewed—Cabinet
April 9, 1997
Proposed to Cabinet
November 1, 2005
Reviewed—Cabinet
January 18, 2011
Title Changes—Cabinet
July 14, 2015
Revised—Cabinet
September 17, 2019