



# DELTA UPSILON

## INTERNATIONAL FRATERNITY

### JUDICIAL BOARD MEETING OUTLINE

1. Establish rapport and thank the brother for attending.
2. Talk about the purpose of the board and its mission.
3. Let the brother explain what he knows about the incident/concern.
4. **Fact-Finding Stage**. Ask questions about:
  - Who, What, Where, When  
(If a witness(s) is/are being used, ask them to step in and give their statement at this point and open questions to the brother in discussion, and then they are free to leave.)
5. Determine responsible or not responsible for the behavior
  - Ask the brother if he feels he **is** or **is not** responsible, then the board will make the final decision
  - If the brother does not admit responsibility ask him to step outside while you determine responsibility, then invite him back in after a decision is made.
  - If the brother admits responsibility, no deliberation is needed, and the board can acknowledge his response and move forward to education.
6. **Educational Stage**
  - Why did this happen?
  - What can we do to help you?
  - Do you need any resources or help?
  - What will you do to avoid this from happening again?
  - What do you think is appropriate for us to do?
7. Ask the brother to step outside the room.
8. Decide on the appropriate initiatives needed  
(one or more administrative + one or more educational, **MUST** be a combination)  
Administrative examples:
  - Warning
  - Disciplinary Probation
  - Restrictions (appropriate to the nature of the concern)
  - Monetary fine (appropriate to the nature of the concern)
  - Suspension of Membership
  - Removal of MembershipEducational examples (include but DO NOT limit to):
  - Reflection paper
  - Self Action plan
  - Run an educational program or philanthropic event
  - Referral to professional resources
9. Invite the brother back in and explain the recommended initiatives, why they are in place and how they will be beneficial to building a better man.
10. Thank him for attending the meeting and he will receive the final decision notification within 7 days. This written notification must include outcomes and due dates of sanctioned initiatives.