



University of Detroit Mercy  
School of Law  
Student Handbook 2022-2023

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## **A. Introduction**

Founded in 1912, the University of Detroit Mercy School of Law is a well-established Catholic law school sponsored by the Society of Jesus (Jesuits) and the Sisters of Mercy of the Americas. The School is approved by the American Bar Association and is a member of the Association of American Law Schools.

## **B. University of Detroit Mercy Mission Statement**

The University of Detroit Mercy, a Catholic university in the Jesuit and Mercy traditions, exists to provide excellent, student-centered, undergraduate and graduate education in an urban context. A Detroit Mercy education seeks to integrate the intellectual, spiritual, ethical, and social development of our students.

## **C. University of Detroit Mercy School of Law Mission Statement**

University of Detroit Mercy School of Law is a diverse, urban Catholic law school in the Jesuit



# **I.**

## **A. DEGREE REQUIREMENTS**

### **1. AMERICAN JURIS DOCTOR PROGRAM**

For students who matriculated in Fall 2017 and later, a student who receives passing grades in courses totaling 90 credit hours, with a cumulative grade point average of not less than 2.2, and meets all other requirements, is eligible for the award of the degree of Juris Doctor. For students who matriculated in the Fall 2016 and earlier, a student who receives passing grades in courses totaling 90 credit hours, with a cumulative grade point average of not less than 2.0, and meets all other requirements, is eligible for the award of the degree of Juris Doctor. The School offers full and part-time programs that lead to the award of the degree; the same standards of performance are required in each. In no case may a student graduate in more than 72 months from matriculation.

In order to graduate, students must have a minimum of 64 credit hours earned through regularly scheduled classroom instructions or direct faculty instructions. These credit hours shall not



For students who matriculated in Fall 2019 and earlier, the following courses are required:

LAW 1060 Introduction to Legal Research & Communication	2 credits	P
LAW 1080 Applied Legal Theory & Analysis I	3 credits	1.5
LAW 1110 Contracts I	3 credits	2.2
LAW 1111 Contracts II	3 credits	2.2
LAW 1120 Property I	3 credits	2.2
LAW 1121 Property II	3 credits	2.2
LAW 1130 Torts	4 credits	2.2
LAW 1140 Criminal Law	3 credits	2.2
LAW 1150 Civil Procedure I	3 credits	2.2
LAW 1151 Civil Procedure II	3 credits	2.2

LAW 1081 Applied Legal Theory & Analysis II	3 credits	1.5
LAW 2060 U.S. Constitutional Law <sup>1</sup>	4 credits	2.2
LAW 2220 Evidence <sup>1</sup>	eW* nBT/F3 9.9	

## **2. CANADIAN AND AMERICAN JURIS DOCTOR PROGRAM**

A student in the Canadian & American Dual JD program who receives passing grades in the required number of credit hours at both the University of Detroit Mercy School of Law and the University of Windsor Faculty of Law; with a cumulative grade point average of not less than 2.2 for students who matriculated in Fall 2017 or later, or with a cumulative grade point average of not less than 2.0 for students who matriculated in Fall 2016 or earlier; and meets all other requirements, is eligible for the award of the degree of Juris Doctor from both institutions. In no case may a student graduate in more than 72 months from matriculation.

Students in the Canadian & American Dual JD Program who matriculated August 2018 or earlier



Canadian & US Criminal Law	6 credits	UWindsor Law
Canadian Constitutional Law	5 credits	UWindsor Law
Indigenous Legal Orders (beginning with the class matriculating Fall 2019)	3 credits	UWindsor Law

LAW 2480 Canadian & US Professional Responsibility	4 credits	Detroit Mercy Law
LAW 2080 U.S. Civil Procedure	3 credits	Detroit Mercy Law
LAW 2230 Canadian & US Evidence	5 credits	Detroit Mercy Law
LAW 2060 US Constitutional Law	4 credits	Detroit Mercy Law
Canadian Civil Procedure	4 credits	UWindsor Law
LAW 2160 Canadian & US Business Organizations	5 credits	Detroit Mercy Law
LAW 2120 Canadian & US Torts	5 credits	Detroit Mercy Law

Upper Level Writing Requirement	2-3 credits	Detroit Mercy Law
Law Firm Program*	2-3 credits	Detroit Mercy Law
Clinic	2-4 credits	Detroit Mercy Law
Transnational/Comparative Law Requirement	6 or more credits	Detroit Mercy Law











- Assistance with the bar exam application process (in any state)
- Counseling on matters of character and fitness
- Personalized study plans, strategies, and goals for the duration of the bar prep period
- Feedback on essay questions
- Individual consultations throughout the bar prep period
- Provision of practice questions and feedback to improve bar exam skills

The Dean will refer students whose grades suggest that they are at risk of falling below the School's proscribed grade point average requirements to the Academic Success Department. Failure to meet with the Assistant Dean of Academic Success to develop a strategy for improving academic performance or failure to then follow through with such a strategy may be taken into consideration by the Petitions Committee when making decisions regarding the student.

## **F. READMISSION**

Any student whose enrollment at any ABA-approved law school has been terminated for academic reasons may be readmitted as an entering first-year student as if he or she were enrolling in the School of Law for the first time. Such applications for readmission shall be in the jurisdiction of the Admissions Committee. Any applicant who is seeking readmittance to law school must explain in writing to the Committee (1) the reasons that the applicant was terminated from law school and (2) the steps the applicant has taken or plans to take to address those reasons.

## **G. WITHDRAWALS**

Any student who voluntarily withdraws from the School of Law must communicate that intention in writing to the School of Law Registrar. The communication must contain the student's name, student number, reason for the withdrawal, date of the withdrawal, and, if the student is transferring, the name of the institution to which the student has been accepted for transfer. This process should be completed once the student has made the determination that he or she is voluntarily withdrawing from the School of Law. Upon receipt of this communication, the School of Law Registrar will close the student's file.

Law students are further expected to



**b.       ADVANCED ADVOCACY**

Advanced Advocacy was designed and is taught from the perspective that advocacy is more than applied skill; in its purest form, advocacy is a form of art. This class takes students beyond the traditional moot court curriculum and thoroughly examines the art and various techniques of persuasion through innovative exercises and guest lectures. Although the class is required for all Moot Court members, the persuasion techniques taught in this class are so universal to the practice of law that all upper-class students are encouraged to enroll. Students must have an overall GPA of 2.5 to register for academic credit. This course, which will be numerically graded, meets the upper-level writing program.

**c.       JUDICIAL CLERKSHIP**

This course provides students with an intensive and advanced research and writing experience. It will prepare students who are interested in pursuing a judicial clerkship, as well as expose students to the advanced legal skills necessary to be a successful attorney. If the course is offered as a three-credit course, students will be required to prepare two drafts of at least three written assignments: a bench memorandum, a ruling on a trial motion, and an appellate decision. If the course is offered as a two-credit course, two writing projects will be required. Students will be required to meet with the professor and discuss their drafts prior to submitting final products. Students will also be required to complete a number of short advanced research exercises. Classroom discussions will cover research and writing strategies, the substantive legal issues the students are addressing, and law clerk ethics and procedures.

**d.       LAW REVIEW NOTE OR COMMENT**

The purpose of the Law Review Note is to discuss the significance of a recently enacted statute or a recently rendered decision to the area of law to which it relates. A Note should show how the statute or decision has changed prior statutory or judicial law.

- Family Law LFP
- Health Law LFP
- Immigration Law LFP
- Intellectual Property LFP
- International Commercial Arbitration LFP
- Juvenile Justice LFP
- Pretrial Civil Litigation LFP
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- International Environmental Law
- Advanced Copyright Seminar: International Copyright Relations
- Canadian and United States Immigration Law

## **6. TRANSNATIONAL LAW COURSES**

Students in the American and Canadian JD program are required to take 6 or more credits in courses that satisfy the transnational/comparative law requirements. Students may choose from among the following courses in order to fulfill the Transnational/Comparative Law Requirement, provided that the course includes a component devoted to the law of Canada:

- Comparative Law (3)
- Cross Border Sales and Finance (4/4)
- Human Rights (3)
- Immigration Law (3)
- Immigration Law Immersion (1)
- International Commercial Arbitration LFP (3)
- International Environmental Law (2)
- International Intellectual Property Clinic (3)
- International Law (3)
- International Taxation (3)
- International Trade & NAFTA (3)
- Small Firm Practice in Canada LFP (3)
- U.S. & Canadian Immigration Law (4)

## **7. DIRECTED RESEARCH**

### **a. LIMITS**

Directed Research may be supervised by full-time faculty members. Faculty members shall not

committee may consist of members of faculty, or of both faculty members and individuals chosen from the community.

Students must register for Directed Research 4010 (1 credit) or 4020 (2 credits) through the registration process.

**c. PROCESS**

Students enrolling in Directed Research must set up a schedule of meetings with the faculty member (or Committee) and due dates for stages of the project. It is suggested that five meetings should take place during the course of the project. At a minimum, each student working on a directed research project must meet at least twice with the professor; once to discuss and approve the topic and once to discuss the draft and the professor's comments.

Every student shall submit a substantial draft of the paper. The professor shall review the rough draft and make necessary corrections and suggestions. These should include direction of research, organization, legal reasoning and writing style. Detailed comments should be provided.

The research paper should be in acceptable law review form, unless good reason dictates otherwise. Proper citations, correct use of signals, and law review caliber writing style should be required. A student receiving one (1) credit hour should submit a paper of approximately 20 pages, exclusive of footnotes or endnotes. A student receiving two (2) credit hours should

directed research project related to the work they are doing at the externship. This is normally an approved 7-page paper.

All extern participants are required to keep a weekly journal of their work. Participants in the fall and winter will close out the semester with a five page reflective paper on their work.

To be eligible to enroll in an externship, a student must be in good academic standing, must have completed the 24 foundation credit hours, and must be pre-approved for placement by the Director of Externships.

## **9. INTELLECTUAL PROPERTY LAW INSTITUTE**

The Intellectual Property Law Institute (IPLI) was created in 1987 through the efforts of the State Bar of Michigan and the law faculties of the University of Detroit Mercy, Wayne State University, and the University of Windsor.

IPLI is dedicated to providing basic knowledge and advanced legal education and furthering knowledge, scholarship, and research in the law governing the richly diverse fields of intellectual property: patents, copyrights, trademarks, trade secrets and know-how, computers and related technology, communications and media, entertainment, technology transfer, trade regulation, and the arts.

The primary purpose of IPLI is to facilitate the offering of an exceptional and rich curriculum for law students and lawyers in the field of intellectual property.

Full time students at each of the three law schools may register for any IPLI course and will pay the tuition required at their home

Students must complete a minimum of 14 credit hours with a 3.0 minimum GPA in the following courses. Students may not opt to take any of these courses Pass/No Pass.

A minimum of six credit hours from the following courses:

- Law 2240 Family Law (2 or 3 cr.)
- Law 3350 Juvenile Justice Law (3 cr.)
- Law 3360 Children and the Law (3 cr.)
- Law 4380 Selected Topics in Family Law Seminar (2 cr.)

Three credit hours from one of the following Law Firm Program offerings:

- Law 7240 Children and the Law Child Welfare Proceedings Law Firm Program (3 cr.)
- Law 7080 Family Law Law Firm Program (3 cr.)
- Law 7380 Juvenile Justice Law Firm Program (3 cr.)

Two credit hours selected from an approved externship or clinic including:

- Family Court
- Judicial Clerkships
- Detroit Center for Family Advocacy William Booth (Salvation Army) Legal Aid Clinic
- Law 5100 Juvenile Appellate Clinic (3 cr.)

Students are strongly encouraged to cross enroll in one of the following Psychology courses on the McNichols campus for a minimum of 3 credit hours:

- Pyc 5000 Social Psychology
- Pyc 5420 Principles and Issues: Child and Adolescent Development

Students may apply for the Family Law Concentration by completing the application form, which is due in the Law School Registrar'

- Law 4330 Immigration Law Seminar for 2 credits

Students may apply to the Immigration Law Concentration by completing the application form, which is due in the Law School Registrar's Office by the semester in which a student graduates.

## **B. COURSE POLICIES**

### **1. CLASS ATTENDANCE**

The American Bar Association accreditation standards mandate that a law school adopt, publish, and adhere to a policy for regular class attendance. ABA Standards and Rules of Procedure for Approval of Law Schools, Standard 308(a) (2018-19). Thus, students are encouraged to attend every class for each course in which they are enrolled. Recognizing that students may be unable to attend every class, the following attendance policy provides at what point there are consequences for missed classes.

#### **a. COURSES THAT MEET ONCE A WEEK**

Unless a professor chooses to adopt a stricter policy as set forth in paragraph g, a student is permitted two absences in a semester for a course that meets once a week.

The first absence beyond the allotted number for a course that meets once a week will reduce the student's final grade by .2. The second absence beyond the allotted number for a course that meets once a week will reduce the student's final grade by an additional .4. Thus, if the student is absent from the course for four class periods, the student's grade shall be reduced by .6. Any absence thereafter will result in the student being dropped from the course with an Administrative Withdraw (AW) appearing on the student's transcript for the course. An AW appearing on a student's transcript results in the student not receiving a grade or credit for the course.

#### **b. COURSES THAT MEET TWICE A WEEK**

Unless a professor chooses to adopt a stricter policy as set forth in paragraph g, a student is permitted four absences in a semester for a course that meets twice a week.

The first absence beyond the allotted number for a course that meets twice a week will reduce the student's final grade by .1. The second absence beyond the allotted number for a course that meets twice a week will reduce the student's final grade by an additional .2. The third absence beyond the allotted number for a course that meets twice a week will reduce the student's final grade by an additional .3. The fourth absence beyond the allotted number for a course that meets twice a week will reduce the student's final grade by an additional .4. Any absence thereafter will result in the student being dropped from the course with an AW appearing on the student's transcript for the course.

#### **c. COURSES THAT MEET THREE TIMES A WEEK**

Unless a professor chooses to adopt a stricter policy as set forth in paragraph g, a student is permitted six absences in a semester for a course that meets three times a week.

The first absence beyond the allotted number for a course that meets thrice a week will reduce the student's final grade by .1. The second absence beyond the allotted number for a course that meets thrice a week will reduce the student's final grade by an additional .2. The third absence beyond the allotted number for a course that meets thrice a week will reduce the student's final









permitted to withdraw from a course in the first week of classes without penalty. A student who withdraws from the course after the first week of class will receive a W on their transcript. A student who has completed 30 credit hours or more may withdraw from elective courses during the first six weeks of classes in Terms I and II and the first three weeks of Term III. After the add/drop period, a student who wishes to withdraw from a course must seek permission from the Assistant Dean for Student Affairs. The student must present evidence to the Associate Dean of the extenuating circumstances that prompt the request for withdrawal.

Students may not withdraw from a course after the exam period has begun.

Adding or withdrawing from a clinic is always subject to the prior approval of the Associate Dean for Academic Affairs and the clinical professor and also is subject to the overall limitations in this section.

For the Fall 2020 term only, students may add or withdraw from a course during the first three weeks of the term without penalty. Thereafter, the standard policies for adding or withdrawing from courses apply.

#### **4. COURSES TAKEN AT OTHER INSTITUTIONS**

A student may take courses at other ABA-accredited law schools. At least two-thirds of the course hours required for graduation must be taken at the University of Detroit Mercy. Credit hours earned at such other law school will not be accepted for transfer unless a grade of 2.2 or better is attained; only the course name(s) and credit hour(s) shall be recorded. The number of credit hours awarded for any particular course shall not exceed the number of credit hours for a similar course offered at the University of Detroit Mercy School of Law.

Approval shall not be given to a student to take required courses at another school or to take courses at another school that are offered at the University of Detroit Mercy in the same academic year. Credit hours taken at another institution are included in the calculation of maximum and minimum loads.

Students wishing to take courses elsewhere must submit a written request to the Assistant Dean for Student Affairs requesting permission to take courses at another institution. The request should provide the name of the law school; and the name, credit hours, and course descri

abroad program; and the name, credit hours, and course description for each course requested to be taken through the study abroad program.

Many courses offered through study abroad programs will count towards a student's global distribution requirement.

## **6. AUDITING COURSES**

With the professor's permission, students may audit elective courses in which places are available without the payment of additional tuition. Permission to audit a course does not extend the time limit to decide to add the course for credit, nor permit a student to take the final examination. Students must contact the Law Registrar's Office regarding procedures for auditing courses.

# **III. EXAMINATIONS AND ASSESSMENTS**

## **A. COURSE EXAMINATIONS**

In most courses, written examinations will be given upon completion of the semester. At their discretion, professors may administer other exams in addition to a final examination. Course grades will be based substantially upon the results of these written examinations. Additional factors may be taken into consideration at the professor's discretion. Any student who begins an examination receives a grade for that examination even if the student is unable to complete the examination.

All tuition and fee payments due must be paid in full or arrangements made for payment before a student will be permitted to take final examinations.

The Faculty has adopted an anonymous grading policy that applies to all courses in which the determination of the course grade is based primarily on the final examination. Students use three- and four-digit exam numbers unique to each semester. This number will be used to identify the student's examinations and other assignments graded anonymously.

Professors will specify what academic materials may be brought into the examination room. The examination begins when the examination questions are distributed. The student shall not be permitted to leave the room for any purpose without the express permission of the proctor. When the student leaves the room for any purpose, he or she shall place his or her answers and the examination on the proctor's desk. When the proctor announces that the examination is over, all writing must cease. If a student continues to write, the proctor is to note this irregularity on the proctor sheet.

The School provides approved software, for taking examinations on computers. Students taking courses for which the professors have approved the use of computer testing may take their final exams using a computer. Students who want to take examinations using a computer must successfully register for the approved software within the registration period.

It is the student's responsibility to see that the proctor receives his or her entire examination and that his or her blue books are numbered in sequence. It is the policy of this School to assure maximum anonymity in the determination of examination and course grades. This requires the cooperation of students as well as faculty. For this reason, students shall use only examination

numbers and no other mark, name, or other device on their blue books and on examinations submitted through Exam 4.

The Director of Faculty & Student Services coordinates the administration of semester final examinations and sets specific policies regarding exam conduct. Students are obligated to read and abide by these policies.

## **B. SPECIAL EXAMINATIONS**

The School of Law expects students to take their midterm and final examinations on the scheduled dates. Students seeking to reschedule an examination must submit a written request to do so to the Director of Student Affairs, stating one of the following reasons:

### **1. SCHEDULING PROBLEMS**

The student has two examinations scheduled at the same time or three examinations scheduled in two consecutive days. Students needing relief because of one of the above reasons make arrangements with the Director of Student Affairs prior to the beginning of the examination period.

### **2. PERSONAL AND FAMILY EMERGENCIES**

The student experiences illness (a doctor's certificate is required), death in the immediate family, or similar exigency. Students needing relief for one of these reasons must contact the Director of Student Affairs as soon as possible (and before the beginning of the scheduled examination).

## **C. PAPERS, PROJECTS, OR OTHER ASSESSMENTS**

Professors may require papers, projects, or other assessments as components of the final grade.

Plagiarism is the “act of appropriating the literary composition of another, or parts, or passages of his [or her] writing of ideas, or the language of the same, and passing them off as a product of one’s own mind.” Black’s Law Dictionary (5th ed.). Written passages, arguments, and paraphrases from other sources must be clearly identified as such. Professors may impose appropriate academic penalties, such as the grade of 0.0, on plagiarized assignments. Plagiarism also is an offense under the Honor Code. In addition to academic sanctions, professors may file a report regarding the conduct outlined in the Honor Code. This report may result in an Honor Council Proceeding, as outlined in the Honor Code.

**F. DOUBLE SUBMISSION**

Work product submitted to satisfy the requirements of each course or seminar will be independent in substance from the work submitted in other courses. Students who wish to submit one paper for two or more courses must receive the prior approval of all professors involved. Grades may be reduced for double submissions without prior approval. Double submission of work is an offense under the Honor Code.

**IV.**

**A. GRADING SYSTEM**

A student’s academic performance is indicated by numerical grades with approximate letter grade equivalents as shown below:

4.0	3.7	3.6	3.3	3.2	2.8	2.7	2.5	2.4	2.2	2.1-2.0	1.9	1.5	1.4	0.0

The range of failing grades is designated to differentiate between work whose quality is insufficient to merit passing but nonetheless reflects some accomplishment and work that reflects no accomplishment or that cannot be evaluated because of an unexcused failure to complete a course’s requirements.

An I (incomplete) grade is assigned whenever a student has failed to satisfy the course requirements, excluding the examination, or due to a pending administrative matter. Students will be allowed a maximum of four weeks after the original due date of the work to complete it.

If the outstanding course work is not properly completed, the I grade will be changed to a grade of 0.0.

Failure to take a scheduled examination without properly withdrawing from the course will result in either a grade of 0.0 or X. An X indicates that the student has applied promptly for and been granted permission by the professor and administration to postpone taking the examination. The student is then required to take the examination next regularly scheduled for that course. Failure to take the rescheduled examination shall result in the administrative removal of the X and the assignment of the grade of 0.0. A grade of 0.0 will be assigned whenever a student fails to take an examination and is not granted a postponement.







unequal treatment in the assignment of the course grade. A student who receives a final grade of

dismissal. If the Committee concludes that a reasonable question of fact exists, the Committee







The Investigator will conduct an investigation to identify facts and evidence relevant to the allegations. At the conclusion of the investigation, the Investigator will issue a report which will contain:

- i.

After the student facing charges submits his or her response to the Faculty Chair, the matter will

The student facing charges shall have the right to have one personal representative, including a family member, student, friend, or retained counsel, attend the hearing with them. The student has the right to reasonably consult with that person during the hearing, but the person shall not participate as an advocate or speak on behalf of the student facing charges.

The student facing charges also has the right:

- a) To request the HCHP to ask further questions of a witness and to provide specific questions;
- b) To request the HCHP call additional witnesses in the matter;
- c) To testify and submit relevant materials;
- d) To refuse to answer any question; and
- e) To make an opening and closing statement.

At the conclusion of the Conduct Hearing, the HCHP will adjourn to deliberate on a finding of responsibility. The panel will deliberate in person and decide, within three (3) school days, applying a preponderance of the evidence standard of proof, whether the student is responsible or not responsible for the alleged Honor Code violation.

Once the HCHP has reached its decision, the HCPC will reconvene with the student within five (5) school days after the conclusion of the hearing. The HCHP will meet with the student and inform the student of the HCP's finding. The HCHP must individually address every violation of the Honor Code put forward by the Investigator, including those where the HCHP has made a finding of no responsibility. If the HCHP finds the student not responsible on all allegations, the process will conclude. If the HCHP finds the student responsible on any of the allegations, the student may accept the recommended sanction from the Investigator's report within five (5) school days. If the student does not accept the Investigator's recommended sanction, a Sanctions Hearing will be scheduled within five (5) days of the student's decision. If a student wishes to accept the sanction recommended by the Investigator, there will be no Sanctions Hearing and the process will conclude, in which case the student has the right to appeal the finding of responsibility, but not the sanction.

#### ii. Sanctions Hearing

When an HCHP finds a student responsible for an alleged Honor Code violation and the student does not agree with the Investigator's recommended sanction, or when a student admits responsibility but does not agree with the proposed sanction, the HCHP shall determine the appropriate sanction, or combination of sanctions, for the violation.

At the Sanctions Hearing, the student facing charges will have the opportunity to present any mitigating evidence or testimony relevant to the HCHP's decision. The student may decline to appear at the hearing and provide mitigating evidence in writing. The Sanctions Hearing shall not be a venue for the student facing charges to appeal the findings of the Investigation Report or the Conduct Hearing.

The HCHP may impose any sanctions that the panel deems appropriate under the circumstances. The following is a non-exhaustive list of potential sanctions which may be imposed:

- a) Written Reprimand
- b) Honor Probation, which includes a loss of any scholarship award, loss of present leadership positions, and a bar from seeking future leadership positions for the duration of the probation





- ii. The finding of responsibility is based on an erroneous interpretation of this Honor Code that resulted in prejudicial error;
- iii. The recommended sanction is disproportionate in light of the violation of this Honor Code;
- iv. Departures from procedures detailed in this Honor Code caused a prejudicial error.

The Community Standards Code is based on the expectation that all students, and other members of the Law School Community, treat all members of the Community with dignity, respect, fairness, and civility and to behave in a responsible manner at all times both in and outside of the classroom. Conduct that violates this expectation includes:

- a. Disorderly conduct including:
  - i. Obstruction or interfering with the reprimand, discipline, or apprehension of another person involved in the commission of an offense under the conduct code or any other School policy or regulation.
  - ii. Intentional disruption or obstruction of teaching, research, administration, student conduct procedure, public service functions, or other law school functions by any means.
- b. Behavior, language, physical abuse, or threat of physical abuse to any member of the Detroit Mercy Law Community on law school premises or at law school sponsored or supervised functions that endangers the health, safety, or well-being of any person or group.
- c. Refusal to comply with reasonable directions of law school officers (instructional and administrative) acting in performance of their duties.
- d. Theft of or intentional damage to property of the law school, of a member of the law school community, or to the campus.
- e. Actions constituting violations of law on the law school premises or at a law school function.
- f. A criminal conviction.
- g. Knowingly making false accusations against a member of the Detroit Mercy Law community.
- h. Unsanctioned possession or use of School equipment, materials, or keys or the unauthorized entry, exit, occupancy of, or use of any School room, building, or facility.
- i. Illegal possession, consumption, distribution, or furnishing of alcohol or other drugs on School property, or the holding of an event in which any of these occur.
- j. Harassment, lewd, or offensive behavior toward any member of the Detroit Mercy Law community.
- k. Possessing, using, or storing firearms, explosive, or weapons on School-controlled property or at School events or programs.
- l. Violations of published administrative policies.
- m. Sexual misconduct as defined by the University'



## **b. INVESTIGATION**

Upon notification from the DFSS alleging a violation of the Community Standards Code, the ADSA, or his or her designee, shall appoint an administrator or faculty member to serve as an Investigator. The Investigator will conduct an investigation to determine whether credible evidence supports the charge of a violation of Detroit Mercy Law's Community Standards. At the conclusion of the investigation, the investigator will issue a report which will contain:

- Statement of the allegations and the relevant Community Standards at issue;
- Review of the steps taken in the investigation; and
- A determination of whether credible evidence supports the charge, and if so, a description of the evidence.

Absent good cause, the investigator's report should be completed no more than 10 school days after the ADSA receives notification of an alleged violation. The investigator will submit his or her report to the ADSA.

If the investigator does not find credible evidence to support the charge, no further action will be taken, but the ADSA will keep the report with names redacted for the duration of the academic year.

## **c. COMMUNITY STANDARDS RESOLUTION HEARING PROCESS**

Upon receipt of the investigator's report in which a finding of credible evidence is made, the ADSA shall set a hearing date, which shall be within 10 to 15 school days after the student facing charges response is due, as described below.

The ADSA will present the student facing charges with a description of the charge(s), a copy of the Investigator's Report, as well as a Community Standards Resolution Hearing date. Within 5 school days, the student facing charges must either admit responsibility for the Community Standards violation, or contest the report. The student facing charges must submit his or her response in writing to the ADSA. Failure to submit a written response will be deemed an admission of responsibility.

In cases of alleged sexual harassment and/or sexual misconduct, the ADSA will also present the Complainant with a copy of the Investigator's Report, and when applicable, a copy of the description of the charges and the Community Standards Resolution Hearing Date. The Complainant may make a written response to the documents, which should be submitted within 5 school days of receipt.

If the matter moves to the Community Standards Resolution Hearing, the ADSA, or his or her designee, shall hold a Community Standards Resolution Hearing within the time frame prescribed above. The ADSA, or his or her designee, shall serve as the Hearing Officer. The Resolution Hearing is a non-adversarial proceeding in which formal rules of evidence are

A student facing charges may request witnesses to testify on his or her behalf. Victims and complainants may also request witnesses to attend and testify. The Hearing Officer must be notified of a request for witness(es) not less than two school days in advance of the Resolution Hearing. The Hearing Officer may impose reasonable limits on the number of witnesses called, as well as the scope and duration of the witness statements. Witnesses are typically asked to comment only on the event(s) pertinent to the charges, not the character of the charged student.

A student facing charges may have one advisor present for the Resolution Hearing. A complainant in a sexual harassment or misconduct case may also have one advisor present for the Resolution Hearing. Finally, any other student who is required to attend a Resolution Hearing may request to have an advisor present. The Hearing Officer shall consider these requests on a case-by-case basis. The Hearing Officer must be notified in writing at least two school days in advance of the Resolution Hearing if a student intends to bring an advisor to a Resolution Hearing. The advisor serves as a support person and is intended to be of direct assistance to the student before and during the Resolution Hearing. The student has the right to reasonably consult with the advisor during the Resolution Hearing, but the advisor shall not participate as an advocate or speak on behalf of the student.

The student facing charges also has the right:

- i. To request the Hearing Officer ask further questions of a witness;
- ii. To request the Hearing Officer call additional witnesses in the matter;
- iii. To testify and submit relevant materials;
- iv. To refuse to answer any incriminating question;
- v. To make an opening and closing statement; and
- vi. To present mitigating testimony and/or evidence that would affect the sanctions imposed, should the student be found responsible for a violation.

#### **d. SANCTIONS**

When a student is found responsible for the alleged Community Standards Violation, either by accepting responsibility following the investigation report or as a Resolution Hearing, the Hearing Officer shall determine the appropriate sanctions for the violation.

The Hearing Officer may impose any sanctions that they deem appropriate to the Honor Code Violation. The following is a non-exhaustive list of potential sanctions which may be imposed:

- i. Written reprimand
- ii. Probation, which includes a loss of any scholarship award, loss of present leadership positions, and a bar from seeking future leadership positions for the duration of the probation
- iii. Ethical counseling / reflective exercise
- iv. Loss of privileges
- v. Restitution
- vi. No contact order

- vii. Required leave of absence, with or without specific conditions that must be met in order for the student to return to the program
- viii. Suspension for a defined period of time
- ix. Suspension for an indeterminate period of time, with reinstatement contingent on the completion of specific requirements
- x. Expulsion with the opportunity to withdraw
- xi. Expulsion

The minimum sanction that will be imposed for any major violation of Community Standards is a written reprimand, which will be placed in the student's educational file.

**e. DECISION**

The Hearing Officer shall issue his or her decision in writing to the student facing charges within 10 school days of the Resolution Hearing. The decision shall contain findings of fact, findings of







## **VI.**

### **A. FIRE SAFETY RULES**

The following is a list of unacceptable behaviors with regard to fire safety:

1. Setting fire to or creating a fire on School-owned or -operated property.
2. Lighting candles or incense in a School facility without express written permission from the Assistant Dean for Student Affairs.
3. Falsely reporting a fire, activating emergency warning equipment, failing to report the activation of a smoke detector, or intentionally communicating false information regarding the existence of explosives on School property.
4. Tampering with safety devices, such as alarm systems, fire extinguishers, exit signs, smoke/heat detectors, fire hoses, etc.
5. Failure to evacuate facilities in a timely manner in emergency situations or in response to fire alarms.
6. Blocking doorways, propping fire doors, and hanging objects from any type of fire equipment or device.
7. Use or possession of fireworks and/or other incendiary materials on School premises or at School-sponsored activities.
8. Making or issuing any type of bomb threat on School premises or at School-sponsored activities.

### **B. NON-COMPLIANCE**

The following shall be regarded as acts of non-compliance:

1. Failure to comply with the direction of an individual identified as an authorized School official or other official acting in the performance of his/her duties.
2. Presence during any violation of School policies in such a way as to condone, support, or encourage that violation. Student who anticipate or observe a violation of School policy are expected to remove themselves from participation and are encouraged to report the violation.

### **C. OFF-CAMPUS STUDENT CONDUCT**

The School reserves the right to review student conduct that occurs off campus, including on-line behavior, when such behavior reflects upon the School's integrity. Students are reminded that they serve as ambassadors and representatives of Detroit Mercy Law.

In cases of inappropriate off-campus behavior, the Assistant Dean for Student Affairs investigates these charges and may refer students to the Student Conduct process.

The School reserves the right to sanction its students for criminal or civil violations, or for a violation of School policy independent of or in addition to any actions taken by a criminal or civil court of law. Where Detroit Mercy Law's interests as a community are clearly involved,

however, the Dean or his or her designee may assert special authority in determining the student's future status.

threatens safety of self and others, interferes with academic and societal performance, and often leads to legal and financial problems. Even in a situation of legal and normal use, alcohol can increase the likelihood of injury, property damage, and deterioration of a healthy lifestyle.

To protect the privileges of all members of the Detroit Mercy Law community, the School prohibits the unlawful possession, use, manufacture, or distribution of alcohol on the School's

## **I. DRUG POLICY**

Possession, use, distribution and/or sale of narcotics and marijuana is illegal, and student involvement in such illicit use, possession, distribution, manufacture, or sale of narcotics, amphetamines, barbiturates, LSD, ecstasy, marijuana, or any other harmful or hallucinogenic drug is prohibited. This also includes the possession, use, distribution, and/or sale of drug paraphernalia. Students engaged in any type of this prohibited activity are of concern for the School whether on or off campus and regardless of any action taken by civil authorities. Students found in violation of the School drug policy are subject to suspension or expulsion. This may also apply to students found abusing, distributing, and/or selling legal prescription drugs.

## **J. BUSINESS AND SOLICITATION POLICY**

Solicitation for business, i.e., appealing for donations, selling goods or services, or soliciting donations to members of the School community on School property, is prohibited except when specifically authorized by the School's designate or the Dean's office in connection with an approved activity. Solicitation of Detroit Mercy Law students and employees for activities unrelated to School-approved or –sponsored curricular and co-curricular programs is prohibited. In connection with School-approved programs and with the specific permission of Student Affairs officials, individuals, groups, or associations may sell items in specific areas of the School as designated.

## **K. CHILDREN IN THE CLASSROOM POLICY**

Detroit Mercy Law students have the right to attend class free from the distraction of non-students. Therefore, the general policy of the School is that non-registrants are not allowed in the classroom. This pertains to children of students as well as other non-registrants because classrooms and instructional facilities are not intended for children. A faculty member may, at his/her discretion, allow a student to bring a child or other non-registrant to class in an emergency situation provided that:

1. The behavior of the child or other non-registrant is appropriate to the classroom.
2. The rights of all other enrolled students to an effective learning environment are assured.
3. The presence of the child or other non-registrant is not habitual.
4. The child or other non-registrant does not compromise the academic use or alter any computers or other equipment used in the learning facility.
5. Under no circumstances should a student bring a child or other non-registrant to a clinical facility.

## **L. SMOKE-FREE CAMPUS POLICY**

Effective February 15, 2012:

1. Smoking is prohibited in any Detroit Mercy Law building, space within a building, or structure owned, leased, rented, or operated by the School.









to be able to view. You can presume that anything posted online will last forever, so plan accordingly.

- b. Protect your identity. Do not post sensitive information, such as phone numbers, social security numbers, credit card numbers, screen names, or addresses. Follow all applicable guidelines in the Student Handbook.
- c. Be mindful of copyrights. When posting content such as images or video, make sure you have the copyright permission to do so.
- d. Be accurate. Make sure you have all of the facts before you post. It's better to verify information with a source first than to have to post a correction or retraction later. Cite and link to your sources whenever possible; after all, that's how you build community. If you make an **error**, correct it quickly and visibly. This will earn you respect in the online community.
- e. Remember your audience and post information in which they would be interested.
- f. Be timely. Monitor your posts for questions and comments and respond in a timely manner. Regularly update the information you post.



("Title IX"), Title VII of the Civil Rights Act of 1964 ("Title VII") and Michigan's Elliott-Larsen Civil Rights Act. These behaviors are not tolerated by any student, faculty, employee, independent contractor, vendor, visitor or other individual who does business with the University.

All members of the University community, as noted above, are obligated to abide by the University's [Policy Prohibiting Sex and Gender-Based Discrimination](#), which can be found on the University's Academic Affairs website.

The University's [Title IX Investigation and Resolution Procedure](#) can be found on the University's Academic Affairs/Title IX website.

The Title IX coordinator is responsible for monitoring the overall implementation of Title IX at Detroit Mercy. This includes overseeing the response of the university to Title IX reports and complaints and identifying and addressing patterns revealed by reports and complaints. The Title IX coordinator provides training to students, faculty and staff on Title IX-related issues and works closely with other departments including the Human Resources Office and Department of Public Safety. The Title IX coordinator is assisted by deputy coordinators including designated employees located in the School of Law, School of Dentistry, Athletics, Residence Life and Student Life. The Title IX coordinator and deputy coordinators are trained in numerous areas including prevention and awareness as well as investigation of alleged misconduct.

Complaints or concerns about potential violations of Title IX should be communicated to the Title IX coordinator.

If you would like to understand more about Title IX and related federal laws to better protect yourself, friends, classmates, roommates, students, and co-workers, please contact the Title IX coordinator.

Whether you are a student or employee, if you have any questions or concerns regarding Title IX, we encourage you to contact:

Megan Novell  
Title IX Coordinator and Equity and Compliance Specialist  
McNichols Campus, 285 Student Union  
[novellme@udmercy.edu](mailto:novellme@udmercy.edu)  
313-993-1802

The Deputy Title IX Coordinator for the Law School is:

Ieisha Humphrey  
Assistant Dean for Student Affairs  
Riverfront Campus, Room 125  
[humphrie@udmercy.edu](mailto:humphrie@udmercy.edu)  
313-596-0206

As part of the University's compliance and prevention efforts, all law students are required to complete an online training module called Voices for Change.

**THIS STUDENT HANDBOOK IS PUBLISHED FOR INFORMATIONAL PURPOSES ONLY. IT CREATES NO CONTRACT RIGHTS FOR EITHER STUDENTS OR STAFF. ALL QUESTIONS CONCERNING THE APPLICATION OF ANY STATED POLICY TO AN INDIVIDUAL MUST BE**