CORE COMMUNITY REENGAGEMENT PROGRAM PACKET
MEMO TO STUDENTS

To: Students on Disciplinary Probation
From: Community Standards
Re: Community Reengagement (CoRe) Program

In keeping with the restorative justice philosophy of Community Standards, any student who is on Disciplinary Probation has an opportunity to participate in the Community Reengagement (CoRe) Program to be released from their probation.

The CoRe program is designed for a student to demonstrate that in the period following a serious violation of the Code of Conduct, they have taken steps to become productive and engaged members of the University Community. Students who successfully complete CoRe will have their probation expire. This demonstrates that a student made an effort to repair the harm done to the community. However, this does not purge the incident or sanction from a student’s University conduct record.

Eligibility:

- Any student who is on Disciplinary Probation or Post-TDP Disciplinary Probation is encouraged to participate in the CoRe Program.
- After completing a minimum of three months (excluding Winter & Summer Sessions) of Disciplinary Probation, without incident, students can submit their completed “CoRe Program Packet.”

Instructions:

1. Obtain a “CoRe Program Packet” online (http://www.albany.edu/studentconduct/core.php) or at the Community Standards office, Campus Center 137.

2. Carefully read the “CoRe Program Packet” in its entirety. The packet outlines the specific steps one needs to follow in order to successfully complete the program.

3. Complete each step. Most steps will occur concurrently. The whole process takes at least three months to successfully complete.

4. Neatly assemble all your documentation from each step and place it in the original envelope that came with the “CoRe Program Packet.”

5. Complete the checklist on the front of the envelope.

6. Submit the completed packet in person to Community Standards, Campus Center 137 located on the first floor of the campus center.

Completed CoRe packets can be submitted at any time. They will be reviewed and a decision letter will be e-mailed to you. Incomplete packets will be returned immediately.

If you have any further questions, please contact Community Standards at (518) 442-5501 or communitystandards@albany.edu.
5 STEPS TO CORE

1. Reflection Component

In accordance with Community Standards’ restorative approach to conduct, please answer the below questions emphasizing your personal growth and engagement with the University community. You may submit an essay, PowerPoint, or video responding to the 8 reflective points below. Your reflection piece must explicitly cover all eight points listed below. If you having difficulty submitting these items or have any specific questions related to how to submit these items please contact our office via email at communitystandards@albany.edu.

1. How this incident impacted you, your family, and your university community.
2. What you have learned from this and any prior incidents.
3. Your goals for your time here at the University.
4. Your goals for the future.
5. How this incident may impact those goals or your life in any way.
6. Select one University activity that you became involved in and describe what you learned based on your participation.
7. Describe at least one thing you have accomplished as a result of your mentorship.
8. Reasons you believe that the Committee should end your probation at this time.

2. Mentorship

Find a Faculty/Staff mentor, who you will meet with at least twice a month. Feel free to seek out your residential hall director as a mentor, or a faculty/staff member within your intended field of study. See “Mentorship FAQ Sheet” for further details. Please have your mentor submit a letter of recommendation from to the CoRe email account. The letter should address the following points:

1. How often mentorship meetings occurred?
2. Describe the accomplishments of the mentorship and identify student growth areas throughout the mentorship.
3. Have you noticed positive change in the student? Please explain.

3. Community Service

You must complete a minimum of 10 hours of community service in the Capital Region of Albany, NY. Service hours required as part of your sanction will not count towards CoRe’s requirement. Please submit a letter documenting your efforts from each service supervisor. Each letter should be written on official letterhead, signed by a professional staff member or community service coordinator and placed in a sealed and signed envelope for you to submit as part of the “Core Program Packet.” The letter should address the following:

1. The date(s) of service
2. The number of hours you volunteered service
3. The nature of service and activities performed
4. Phone number and e-mail address for your service supervisor

4. University Involvement

Please attend, at minimum, three University “events” per month during the time you are working towards completion of the CoRe program. University Involvement can include: belonging to a group and/or attending meetings and activities; attending Quad based programs; attending large scale university programming such as the Speaker Series or Sporting Events. Visit www.MyInvolvement.org and or http://www.albany.edu/go/ for more ideas.

The Review Committee recommends that you participate in a variety of activities. Ultimately the purpose of this requirement is to engage you with the larger University at Albany community.

To demonstrate your involvement, please either complete a myinvolvement log, which can be found at www.albany.edu/studentconduct/core.php, or create a visual collage of the events you attended. In your collage, include the date and time of the event, along with any pictures or mementos you have from the event.

5. Residential Life Acknowledgement of Good Standing

We want all residents to maintain a good relationship with their Residence Hall Director or Apartment Coordinator. Please have your current Residence Director or Apartment Coordinator complete the “Residential Life Acknowledgement of Good Standing.” This person will complete the form, sign it, and then place it in a sealed and signed envelope for you to submit as part of the “CoRe Program Packet.” Please see the attached “Residential Life Acknowledgement of Good Standing” form for more information.