**Purpose:**

The purpose of this policy is to outline provisions for students in the IUSB Vera Z. Dwyer College of Health Sciences (CHS) when meeting with Administration and Faculty.

**Policy:**

1. Students required to meet with administration and/or faculty will meet at a location on campus to be determined by the administrator/faculty involved.
2. The student may bring one support person with them to the meeting.
3. The student will be required to sign a release of information and liability waiver prior to any support person being allowed into the meeting.
4. A support person or advisor is limited to the role of advising the student; an advisor may not participate in the informal conference or make any statements during the conference. A support person or advisor may advise a student on matters, and help guide them, but the student is the one responding to the concern or allegation.