



## **Procedure 504-01 Comprehensive Anti-Hazing**

**Sponsor: Student Services**

### **Purpose**

Coconino Community College (CCC) strictly prohibits hazing in all forms, whether occurring on or off campus. Hazing endangers the safety and well-being of our students and is fundamentally inconsistent with the values and mission of CCC. All students, employees, organizations, and affiliated individuals are expected to comply with policy and procedure.

### **Definitions**

#### Hazing

Consistent with federal and Arizona state law, hazing is defined as any intentional, knowing, or reckless act committed by one or more individuals – regardless of consent – that:

1. is directed at a student or other individual;
2. is connected to initiation, admission into, affiliation with, or continued membership in an organization or group;
3. causes, or could reasonably be expected to cause, physical harm, mental harm, emotional distress, humiliation, degradation, or a substantial interference with academic efforts;
4. involves coerced activities, including but not limited to: forced consumption of food, alcohol, drugs, or other substances; forced physical activity; sleep deprivation; social isolation; or unreasonable tasks unrelated to organizational goals.
5. is otherwise in violation of A.R.S. §§ 13-1215 or §13-1216.

### **Procedure**

#### Scope of Procedure

This applies to:

1. All CCC students, employees, contractors, and volunteers;
2. Student clubs and organizations, athletic teams, and informal student groups;
3. Incidents occurring on or off campus, including virtual environments;
4. Activities that occur before, during, or after official events or group functions.

#### Reporting Hazing

Anyone (students, employees, third parties) may report hazing. Reports can be:

1. Submitted anonymously or confidentially;
2. Filed via the CCC Hazing Incident Reporting Form (available online and in the Office of the Vice President of Student Services);
3. Reported directly to Student Services, Human Resources, Campus Safety, or the Title IX Coordinator.

Employees, volunteers, and advisors who observe or suspect hazing are mandated reporters under Arizona law (A.R.S. § 15-2301) and must report such incidents to the appropriate office.

### Investigation and Response

Upon receiving a report, CCC will:

1. Initiate a prompt, fair, and impartial investigation in accordance with the procedures outlined under the Employee Relations Policy 450 and the Code of Student Conduct Policy 503.
2. Maintain confidentiality to the extent possible;
3. Determine whether a policy violation occurred using a preponderance of the evidence standard;
4. Impose appropriate sanctions when violations are found.

Sanctions may include:

1. For students: warning, probation, suspension, expulsion;
2. For employees: disciplinary action up to termination;
3. For organizations: probation, suspension, or permanent loss of recognition.

CCC may also refer incidents to local law enforcement in accordance with A.R.S. § 13-1215 and § 13-1216 when the hazing behavior may constitute a criminal offense.

### Protection Against Retaliation

No individual shall be subject to retaliation for good-faith reporting of hazing or participation in an investigation. Retaliatory actions will be considered separate policy violations and addressed accordingly.

### Prevention, Training, and Education

CCC will:

1. Provide annual training for students, employees, student leaders, and organization advisors on hazing prevention, reporting obligations, and the impact of hazing;
2. Incorporate hazing education in orientation, leadership development, and student organization training programs;
3. Promote a culture of respect, safety, and accountability through public awareness campaigns and engagement efforts.

### Hazing Transparency Report

In accordance with the SCHA, CCC will:

1. Publish a Campus Hazing Transparency Report (CHTR) twice annually (June and December), detailing:
  - a. The name of the organization involved (not individual names);
  - b. The date of the hazing incident;
  - c. The date the college became aware of the incident;
  - d. A general description of the incident (without personally identifiable information);
  - e. The findings of any investigation;
  - f. Any disciplinary actions taken.
2. Make these reports publicly available on the CCC website in compliance with FERPA and A.R.S. § 15-2301.

### Inclusion and Annual Security Report (ASR)

This procedure and all relevant hazing incident statistics will be included in CCC's federally required Annual Security Report.

### Contact Information

To report on hazing or request more information, contact:

Vice President of Student Services  
Coconino Community College  
2800 S. Lone Tree Road, Flagstaff, AZ 86005  
Phone: (928) 226-4334  
Email: [studentservicesvp@coconino.edu](mailto:studentservicesvp@coconino.edu)

### **References**

Policy 450-00 Employee Relations  
Policy 503-00 Code of Student Conduct  
Annual Security Report (ASR)  
Campus Crime Statistics Act (Clery Act)  
Campus Hazing Transparency Report (CHTR)  
The Family Educational Rights and Privacy Act (FERPA)  
The Jeanne Clery Disclosure of Campus Security Policy  
Stop Campus Hazing Act (SCHA)  
A.R.S. § 13-1215  
A.R.S. § 13-1216  
A.R.S. § 15-2301

### **Procedure History**

06/30/2025 New Procedure  
06/10/2026 Revised and reformatted

### **Legal Review**

07/16/2025  
05/14/2026