



November 29, 2017

Michael Gardner
Sent electronically to gardnm4@rpi.edu

PERSONAL AND CONFIDENTIAL

Regarding Case Number: 2017020502

Dear Michael,

Thank you for meeting with me on November 3, 2017 and November 17, 2017 regarding an incident which occurred on October 2, 2017. After review of all information presented related to this incident, it has been determined that this will be resolved informally and that no further judicial process is necessary.

Though this matter is now resolved, it is important that you understand and comply with Institute policies, including the following:

1. Any individual who desires to enter a residence hall who does not live in said hall must be (a) hosted by a current resident of the residence hall they are visiting or (b) receive authorization from the Office of Student Living and Learning.
2. Students and other guests must receive prior authorization from the Office of Student Living and Learning to post or distribute information in a residence hall.

Thank you for your cooperation with this matter. Should you have any questions, please do not hesitate to contact me or any member of the Dean of Students Office at (518)276-6266.

Sincerely,

Cynthia Smith
Assistant Dean, Pipeline Initiatives and Partnerships