

WELCOME TO THE SMU COMMUNITY!

In voluntarily choosing to join the University community, you take on certain responsibilities and gain certain rights. These rights and responsibilities are developed in order that all members of the community can live together harmoniously.

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One who breaks an unjust law must do so openly, lovingly and with a willingness to accept the penalty.”

MARTIN LUTHER KING JR.

STUDENT CODE OF CONDUCT

1.0 INTRODUCTION

SOUTHERN METHODIST UNIVERSITY’S Student Code of Conduct exists to identify and explain to the student body those University policies that most directly affect student life. Having voluntarily enrolled as students at Southern Methodist University and assuming a place in the University community, all students are presumed to be knowledgeable of, and to have agreed to abide by, the rules and regulations set forth in this Student Code of Conduct. The Student Code is received and evaluated by the Student Senate, which is the legislative body representing student interests. The writing of the Student Code involves students, is for students, and is the expression of the student body’s relationship to the rest of the University. Hence, the Student Senate may at any time make recommendations to the code and the senate shall be asked to endorse it. Changes to the Student Code adopted by the Student Senate are subject to approval of the president of the University.

Based on the action of the board of trustees the president of the University is authorized, at his discretion, to review all decisions of the Student Senate and all other student organizations, and all decisions of the University judiciary, including the University Judicial Council and all other judicial bodies. Such review shall include the power to take any action deemed appropriate, including reversing, amending, or remanding with instruction such decisions. The president’s power of review as stated herein is not limited in any way, and the president is authorized to act at his sole discretion in conducting such review and in deciding what action is appropriate.

This code is subject to the articles of incorporation and bylaws of Southern Methodist University as well as any and all resolutions, policies, and regulations of the University. In the event of conflict between this code and said articles, bylaws, resolutions, policies, and regulations of the University, the University articles, bylaws, resolutions, policy, or regulation in question shall be controlling. The University Policy Manual may be accessed at through the SMU web page under Administration.

2.0 STUDENT RIGHTS, FREEDOMS AND RESPONSIBILITIES

In recognition of Southern Methodist University’s long history of dedication to the best principles of higher education in a democratic society, the following rights, freedoms, and responsibilities are set forth:

- 2.1** All students of the University are citizens of the community and members of the University, and as such are guaranteed freedom of expression, inquiry, and assembly. Students have the right to organize groups or to join associations in support of any cause or common interest as long as that support is voiced in an orderly manner that does not disrupt the regular operation of the University.
- 2.2** The student press is to be free of censorship except as applicable under appropriate laws.
- 2.3** The role of student government and its responsibilities shall be made explicit, and clearly defined means shall be provided to ensure student expression in the formulation and application of institutional policies affecting academic and student affairs where appropriate.
- 2.4** The authority to allocate student activity fees for use by campus organizations shall be delegated to the Student Senate.

- 2.5** A student, group, or organization may distribute written material on campus, with prior approval, according to the code's distribution policy if the distribution does not disrupt the regular operations of the University.
- 2.6** All applicable local, state, and federal laws shall be upheld by the SMU community. The University expects that each individual and group within the University community will obey these laws. Failure to do so subjects the offender(s) to the possibility of University judicial action and/or action by civil authorities.
- 2.7** Students are bound by the Student Code and all University policies.
- 2.8** Students accused of violating institutional regulations or laws upheld by SMU retain the following rights:
- 2.8(a)** Upon arrest by authorized University officials, students will be informed of their rights in accordance with all federal, state, and local laws.
 - 2.8(b)** Students will not be subject to any form of harassment.
 - 2.8(c)** No searches of residence hall rooms, Greek housing, University apartments- hereinafter referred to as student living areas-properties whose tenants are students, and private property will be conducted unless such an order is issued upon reasonable cause. Searches may be conducted of student living areas by the residence hall staff, University officials and/or the Department of Public Safety, and their entrance shall not be denied. (See Sec. II, M for Residence Hall policy.) Nothing herein shall be construed to deny the University the right at any reasonable time to conduct inspections of student living quarters to determine compliance with health and safety regulations.
 - 2.8(d)** Every student shall be granted a fair hearing before an impartial judiciary body of peers, or an administrative official, whichever is deemed by the judicial officer as appropriate to the offense.
- 2.9** Students will, at all times and in all activities, respect the rights of others, maintain responsible behavior conducive to the teaching and learning environment, and uphold the integrity of the University both on and off campus.
- 2.10** Students assuming leadership roles on campus will accept special responsibilities to uphold and support the Student Code.
- 2.11** When behavior deemed to be in violation of or not in accordance with the Student Code, University policy, or any law upheld by SMU comes to the attention of the University, the University has the right to take disciplinary and/or civil action against those involved.
- 2.12** The privacy and confidentiality of all student records shall be preserved, in accordance with the Family Educational Rights and Privacy Act of 1974, as amended.
- 2.13** Unless otherwise specified in the Student Code, requests for changes to the Student Code are made by the Student Senate. Requests for changes may be submitted to the Student Body Secretary to investigate.
- 2.14** The Student Issues Committee is established by the Student Senate to deal with individuals' concerns, questions, or problems. The committee may be contacted through the committee chair.
- 2.15** All students are expected to maintain and periodically check their University e-mail account. Pertinent information will be distributed by University officials through the e-mail system, and this will be a means of notification of students by the University.

3.0 GENERAL POLICIES

- 3.1 ALCOHOL** The University is dedicated to providing a healthy, safe, comfortable, and

productive environment for students, faculty, staff, and guests. All members of the University community are expected to maintain self-control. Conduct should be consistent with ideals of academic excellence, health, and responsible social behavior, including recognition of the rights of others.

3.3 ASSAULT Physical abuse and/or other conduct which endangers the health or safety of any person is prohibited. Examples include, but are not limited to: fighting or 'roughing up' or assault in any form. All combatants may be charged.

3.4 CAMPUS FACILITIES

3.4(a) USE OF BUILDINGS Students may not be in University buildings after 10:00pm without appropriate authorization. Permission to sleep or reside in any part of any building needs prior approval.

3.4(b) USE OF GROUNDS

3.4(b)(1) Activities taking place during the academic year on the streets and grounds must be approved in the Office of Student Activities, which, in turn, will notify the Physical Plant Department and the Department of Public Safety. During the summer months the Office of Student Activities will approve the use of grounds by campus groups in consultation with the Office of Conference and Event Services. Specific requests for the use of campus grounds that may be considered extraordinary by the University must be approved by the vice president for student affairs.

3.4(b)(2) If the event becomes disruptive of the normal operation of the University, it may be canceled at any time before or during the event by the director of student activities.

3.4(b)(3) Approved structures must comply with all requirements of the city, e.g., having fire extinguishers on the site, posting no smoking signs, etc.

3.4(c) USE OF THE UNIVERSITY FLAGPOLE The flagpole in the main quadrangle is for the use of flying the colors of the United States. No other use may be made of the flagpole without the approval of the president or his designee.

3.4(d) LOADING OF BUSES ON CAMPUS Students or student organizations loading buses on campus to transport them to events off campus must use the Dedman Center parking lot to load the buses when leaving campus and unload the buses when returning to campus. Permission may be granted by the director of student activities for buses to load and unload from other locations on campus. Requests shall be made on the Use of Campus Grounds form. Alcoholic beverages may not be loaded onto buses while they are on University property.

3.5 DISHONESTY Dishonesty is defined as an individual or group's action, or omission of actions, which are intended to mislead, defraud, or deprive University officials, hearing boards, students, faculty members, or members of the community at large of rights to information, accuracy of record, or property. Dishonesty includes, but is not limited to: forgery, falsification of records, lying, falsification of checks, money orders, etc., theft, unauthorized entry to University facilities; falsification and/or manipulation of computer data.

3.6 DRUGS Every person subject to the jurisdiction of this code shall be responsible for compliance with all local, state, and federal laws regarding controlled substances including, but not limited to, their use, sale, distribution, possession, or manufacture. Violations of any local, state, or federal law regarding controlled substances may subject the person to disciplinary proceedings in the University Judicial System without regard to any proceedings in local, state, or federal courts.

3.7 EMERGENCY PROCEDURES

- 3.8 ELEVATOR** Tampering with elevators and/or elevator equipment such as forcing open the doors, riding outside the cab, or performing any other activity that endangers personal safety or affects the functioning of the elevator is strictly prohibited. A student found responsible through the University Judicial System is subject to expulsion from the University.
- 3.9 ELECTRONIC MEDIA** All students must observe all policies covering student conduct set forth in this document in the use of electronic media. The following activities involving the use of Computer Resources and Facilities are prohibited and may result, at a minimum, in the immediate denial of computer access and privileges.
- 3.9(a)** SMU computing and networking facilities are intended for conducting and fostering the instructional, research, and administrative activities of the University.
- 3.9(b)** The following activities involving the use of computers, computer networks, connections to network services such as Internet and web page, subscriptions to external computing services, any peripheral devices, computer labs, computing centers, public access areas and any SMU-provided computing are prohibited:
- 3.9(b)(1)** Creating, modifying, executing, reverse engineering, or retransmitting any computer program or instructions intended to gain unauthorized access to, or make unauthorized use of, a Computer Resource, Software, or Licensed Software.
 - 3.9(b)(2)** Communicating any information concerning any password, personal identification number or other confidential information without the permission of its owner or the controlling authority of the Computer Facility that oversees that information.
 - 3.9(b)(3)** Creating, modifying, executing, or retransmitting any computer program or instructions intended to obscure the true identity of the sender of electronic mail or electronic messages, collectively referred to as “Messages,” including, but not limited to, forgery of Messages and/or alteration of system and/or user data used to identify the sender of messages;
 - 3.9(b)(4)** Accessing or intentionally destroying files, Software, or Licensed Software on a Computer Resource without the permission of the owner of such files, Software, or Licensed Software or the controlling authority of the Computing Resource or Facility.
 - 3.9(b)(5)** Making unauthorized copies of Licensed Software.
 - 3.9(b)(6)** Communicating any credit card number or other financial account number without the permission of its owner.
 - 3.9(b)(7)** Using Computer Resources in a manner inconsistent with the University’s contractual obligations to suppliers of Computer Resources or with any published University policy.
 - 3.9(b)(8)** Inhibiting or interfering with the use of the network or computing resources by others.
 - 3.9(b)(9)** Transmitting unsolicited information that contains obscene, indecent, lewd or lascivious material or other material.
 - 3.9(b)(10)** Violating any laws or participating in the commission or furtherance of any crime or other unlawful or improper purpose.
 - 3.9(b)(11)** Conducting any commercial venture through smu.edu, including registration, hosting, or administrative contact (e-mail, US mail, telephone, or campus meetings) unless otherwise specified by SMU policies.

- 3.10 EVENT POLICY** All members of the SMU community are expected to maintain self-control and to uphold their dignity and that of the University at all times on University property. Conduct should be consistent with ideals of excellence of mind, healthy bodies, and responsible social behavior, including recognition of the rights of others. Recognizing the above, SMU prohibits entertainment on campus by strippers or other such dancers whose activities fall outside of the educational mission of the University.
- 3.11 FAILURE TO COMPLY** Students who do not comply with reasonable requests from University staff or administrators or who do not complete their judicial sanctions may have their University records placed on hold and appropriately charged with failure to comply.
- 3.12 GAMBLING** Every person subject to the jurisdiction of this code shall be responsible for compliance with all local, state, and federal laws regarding gambling. Violations of any local, state, or federal law regarding gambling may subject the person to disciplinary proceedings in the University Judicial System without regard to any proceedings in local, state, or federal courts. Raffles, which are sponsored by any University group or organization and/or benefit any University group or organization and/or are connected to the University in any way, are prohibited.

psychological, and/or physical conduct of a sexual nature directed toward employees, students, or applicants, particularly when any of the following circumstances are present:

- (1) Toleration of the conduct is an explicit or implicit term or condition of employment, admission, or academic evaluation.
- (2) Submission to or rejection of such conduct is used as a basis for personnel or academic evaluation affecting the individual.
- (3) Such conduct has the purpose or effect of interfering with an individual's work or academic performance or which creates an intimidating, demeaning, hostile, or offensive residential, work, or academic environment.

3.18(b) Repeated or serious infringement on the personal or property rights of others will be considered aggravating circumstances leading to more severe sanctions.

- 3.23 RESIDENCE HALLS** Policies pertaining to residence halls may be found in the Community Standards and Student Conduct in Residence Halls, published by the Office of Residence Life and Student Housing and the Residence Hall Association. Recommendations for revisions to these policies may be made to the Residence Hall Association.
- 3.24 SALES, DISTRIBUTIONS, AND SOLICITATION** Solicitation of off-campus donors or sponsors, including solicitation of goods and merchandise, must be approved by and coordinated with the vice president for development and external affairs; the vice president for business and finance; and the vice president for student affairs.
- 3.24(a) SALES PROJECTS AND SOLICITATIONS** Any solicitation, sale, or offer of any products, goods, food, beverages, or service on campus is subject to prior authorization from the director of student activities or his/her designee, and must be conducted in accordance with regulations established by the staff operating the facility in which the activity takes place. For purposes of regulation, distinction is made between “commercial” and “noncommercial” activities. Commercial activity is defined as any sale or offer of sale for the purpose of securing a profit for the benefit of an individual or group. Such activities will generally be prohibited unless the University does not offer the service or goods and/or it is determined that the activity is necessary to the educational mission of the University. Noncommercial activity is defined as any sale or offer of sale for the purpose of securing a profit for the benefit of any nonprofit organization. (Fund-raising activities of campus organizations are treated as noncommercial activities.) If any portion of the proceeds from such sales is used to the benefit of any individual making or soliciting the sale, the activity can be treated as a commercial activity.
- 3.24(a)(1)** Any individual or agency wishing to sell on the SMU campus must be sponsored by a University department or chartered student organization.
- 3.24(a)(2)** Any items that are illegal may not be sold.
- 3.24(a)(3)** Organizations must request permission to conduct sales through the director of student activities or his/her designee. Request forms may be obtained in the Student Activity Center and must be returned at least 14 days prior to the requested date of the sale. Sales will be governed by the policies of the relevant facility in addition to the overall University policy.
- 3.24(b) SOLICITATION OF GREEK HOUSES** Vendors are not allowed to make direct contact with the Greek houses.

3.24(d)(3) Sales on the streets and grounds are approved through the Office of Student Activities and are governed by the policies established for use of campus grounds.

3.24(e) DISTRIBUTION OF WRITTEN MATERIAL

3.24(e)(1) Any individual or agency wishing to distribute written material on the SMU campus must be sponsored by a University department or a campus organization.

3.24(e)(2) Any illegal items may not be distributed.

3.24(e)(3) Items to be distributed must be approved by the Director of Student Activities or his/her designee.

3.24(e)(4) Distribution shall be orderly and not interfere with the rights of students or other members of the University community and must be conducted by members of the sponsoring organization. Distributors must supply a trash receptacle at the site of distribution and are responsible for all distributed material discarded on campus grounds.

3.24(e)(5) Distribution in the Student Center may be done only from a reserved area. Reservations must be made through the Student Center reservations office.

3.24(e)(6) Distribution in residence halls must have prior approval by the Office of Residence Life and Student Housing. (See Community Standards and Student Conduct in the Residence Halls.)

3.24(f) COLLECTIONS AND DONATIONS

3.24(f)(1) Two annual solicitations for charitable purposes have been approved by the University: The United Way and the Annual Fund.

3.24(f)(2) No other collection or solicitations of donations are permitted without approval from the Director of Student Activities for chartered student organizations and the vice president for development and external affairs, the vice president for business and finance, and the vice president for student affairs for nonstudent, off-campus requests.

3.24(g) SURVEYS Groups wishing to survey members of the SMU community must be sponsored by a chartered student organization or University department.

An outline of the way in which the results will be used and a copy of the actual survey must be approved by the Office of Student Activities.

3.25 SEXUAL MISCONDUCT AND SEXUAL ASSAULT

3.25(a) Sexual misconduct includes:

3.25(a)(1) Intentionally or knowingly touching or attempting to touch another person's intimate parts, including but not limited to, the genitalia, groin, breast, or buttocks, or the clothing covering them, without the other person's consent.

3.25(a)(2) Intentionally or knowingly causing or attempting to cause another to touch a person's intimate parts without the consent of the person who does the touching.

3.25(a)(3) Sexual assault is the engaging in sexual intercourse, sodomy, or oral copulation with another, or the penetration (however slight) of another person's anal or genital opening with any object, without the other person's consent, or any attempt to do so.

- 3.25(c)** Consent means knowing and voluntary assent in fact, whether express or implied.
- 3.25(d)** An accused may be found to have committed the offense of sexual misconduct or sexual assault only if the other person did not consent to the sexual conduct and the accused either knew or was aware of a risk that the other person had not consented.
- 3.25(e)** In determining whether a person consented to the sexual touching or other conduct by the accused, the following factors may be taken into consideration as well as other factors relevant to the case:
- (1) whether the person was physically or mentally impaired;
 - (2) whether the person was unaware that the sexual conduct was occurring;
 - (3) whether the person's power to appraise or control his or her conduct or to consent was substantially impaired for any reason, including but not limited to, the ingestion of drugs or alcohol; or,
 - (4) whether the person by word or conduct attempted to resist the accused.
- 3.25(f)** In determining whether the accused was aware of a risk that the other person was not consenting, the accused's subjective awareness of the following may be considered as well as other factors relevant to the case:
- (1) that the other person might have been physically or mentally impaired;
 - (2) that the other person might have been unaware that the sexual contact was occurring;
 - (3) that the other person's power to appraise or control his or her conduct or ability to consent might have been substantially impaired for any reason, including, but not limited to, the ingestion of drugs or alcohol; or
 - (4) that the other person had by word or conduct attempted to resist the accused.
- 3.25(g)** If the accused's failure to be aware of a risk that the other person was not consenting resulted from the accused's voluntary and knowing ingestion of any substances, such as drugs, [medicine], or alcohol, the accused's failure to perceive the risk is not a defense to a charge of sexual misconduct or assault.

3.26 SIGNS AND POSTERS

- 3.26(a)** All posters and signs must bear the name of the sponsoring individual, organization, or department. The approval process for each facility must be followed before hanging any signs or posters. Specific guidelines for each facility may be found in the Student Organization Manual which is published by the Student Organization Committee of the Student Senate.
- 3.26(b)** No more than one copy of the sign or poster may be placed on each bulletin board or in each specified place.

This determination is to be made by the person charged with the duty of approving the use of the location of the activity. Any questions should be presented to the director of student activities. Organizations having speakers for regularly scheduled meetings are not required to make special arrangements beyond the normal scheduling of the use of the facility.

3.29 STUDENT ORGANIZATIONS The Student Senate has the authority to grant and review the charters of all student organizations and to establish policies that govern student organizations. Individual students and student organizations are expected to abide by these policies which may be found in the Student Organizations Manual, published by the Student Senate Organizations Committee, available in the Student Activities Center. The Organizations Committee will review these policies and recommend changes to the Student Senate.

3.30 WEAPONS

3.30(a) Students are prohibited from the use and possession of dangerous weapons or facsimiles of dangerous weapons on University property. Concealed handguns and/or other weapons covered under the Texas firearms statute taking effect on January 1, 1996, are not permitted on campus. Self-defense sprays legally sold over the counter for personal defense are permitted on campus.

3.30(b) Student-owned sporting firearms or other weapons (including all BB and pellet guns) must be registered and stored through arrangements with the SMU Department of Public Safety.

3.30(c) If weapons or reasonable facsimile of weapons are used, pursuit and attack games including, but not limited to, Gotcha, Assassin, war games, and Dungeons & Dragons are not permitted on campus.

4.0 POLICIES PERTAINING TO CAMPUS ORGANIZATIONS

4.1 GENERAL DESCRIPTION Campus organizations are formed to further the common interest of the members of the group and the SMU community. The work of campus organizations is an essential part of the learning environment at Southern Methodist University. Open to all students and facilitated through faculty and staff resource persons, these organizations develop many opportunities for experiential learning that supplements and reinforces the classroom activities for students. There are two types of organizations at SMU-listed and chartered. Neither listed nor chartered organizations nor their members are authorized to act or make statements on behalf of the University, the SMU Students' Association, or the Student Senate.

4.2 LISTED ORGANIZATIONS Any campus organization can gain listed status by contacting the Office of Student Activities and identifying a contact person for the group. The purpose of this status is to identify all groups that are functioning on campus and to centralize information and resources related to campus groups. The process of becoming listed is simply to notify the Office of Student Activities as to the contact person for the organization.

4.2(a) PRIVILEGES OF LISTED ORGANIZATIONS:

4.2(a)(1) Be included on the Student Activity Center's directory of organizations for referrals to interested individuals.

4.2(a)(2) Can apply for mailbox in the Student Activity Center. Space will be assigned when available.

4.2(b) RESPONSIBILITIES OF LISTED ORGANIZATIONS:

4.2(b)(1) Inform the coordinator of student organizations as to changes in the group's leadership, contact person, or status. A group that is inactive for two consecutive years will lose listed status.

- 4.2(b)(2) If receiving student activity fees, must maintain records and administer fees in accordance with guidelines approved by the Appropriations Committee and the Student Senate.
- 4.2(b)(3) Any contract that is to be entered into by an organization authorized to spend University funds, including student activity fees, must be reviewed by the Office of Vice President for Legal Affairs and signed by the vice president for student affairs or any other office of the University authorized to sign contracts on behalf of the University. Contracts to be signed for an event sponsored by the organization must be sent to the vice president for Legal Affairs at least thirty (30) days prior to the date of the event.
- 4.2(b)(4) Neither the Students' Association, the Student Senate, nor the University is liable for the debts incurred by a listed organization.
- 4.2(b)(5) All equipment purchased with Students' Association funds is the property of the Students' Association upon request.

4.3 CHARTERED ORGANIZATIONS Chartered status is for student organizations that want privileges other than those associated with listed status. A request for chartered status of a new organization may be made to the Student Senate Organizations Committee once during an academic year. This request can be made at any time during the fall and spring semesters. The Student Senate has the authority to deny or remove chartered status from any organization not in compliance with one or more of the stated privileges and responsibilities or any other rule set forth in this code or established by the University. If chartered status is ever removed from an organization through action

4.4 STUDENT ACTIVITY FEE ALLOCATION Student activity fees are to be used to support programs and services for the benefit of the SMU student body. Student activity fees may be applied for through the Senate Appropriations Committee for review and recommendation to the Student Senate. To be eligible to apply for funds, one must be a chartered student organization or, for nonstudent organizations, be sponsored by an SMU academic or administrative department and be determined by the vice president for student affairs to have a “legitimate relationship” with the University. This

responsible for accounting for all expenditures of funds and providing the Students' Association Comptroller with documentation on all financial transactions at the end of the fiscal year. Nonchartered groups are expected to spend their funds in accordance with the way the funds were allocated during the budget process. Any deviation from the approved budget requires approval from the Student Senate.

5.0 SOCIAL FRATERNITIES AND SORORITIES

5.1 GENERAL DESCRIPTION Fraternities and sororities derive their recognition through their invitation from the University president to establish a chapter on the SMU campus. It is the continuation of that invitation that legitimizes their existence at SMU, which enables them to utilize University property to house their members, and enables the University to establish rules and regulations to govern that housing. In addition, fraternities and sororities draw their rights and privileges from the Student Senate through the chartered status of the Interfraternity, the Panhellenic, and the Pan-Hellenic Councils. Specific regulations regarding rush and Greek system policies are established and supervised by those councils. These policies shall be in accordance with the policies of the Student Code as set forth by the Student Senate and the University. Questions regarding Greek system policies should be directed to the Interfraternity Council for men's groups or the Panhellenic Council for women's groups, and the Pan-Hellenic Council.

5.2 RUSH Rush is defined as any contact between Greek affiliated and nonaffiliated students, the intent of which is to pledge or solicit affiliation of the non-Greek student to a particular fraternity or sorority.

5.2(a) RUSH CONTACT

5.2(a)(1) A rush function is defined as any contact, on or off campus, between nonaffiliated students and fraternity/sorority members for the purpose of exploring the possibility of membership in a Greek organization.

5.2(a)(2) The University allows contact between Greek affiliated and nonaffiliated students, but prohibits first-year student pledging during the student's first semester on campus.

5.2(b) ELIGIBILITY FOR PLEDGING Students interested in pledging a fraternity or sorority must have successfully completed 12 semester hours in a college or university prior to the formal rush process and have a minimum 2.25 GPA for that semester and a cumulative 2.25 GPA at the time of accepting a bid.

5.2(c) FORMAL AND OPEN RUSH

5.2(c)(1) Formal rush will be held the week before classes of the spring semester.

5.2(c)(2) Structured open rush occurs for non-first-year students in the fall semester, usually in the first few weeks of September, and for all students in the first few weeks of the spring semester following the formal rush period. However, students who meet the eligibility requirements may pledge at any time at which an invitation for membership is extended by a group.

5.2(c)(3) Exceptions to the eligibility requirements for rush and pledging may be made to the dean of student life through the coordinator of Greek affairs.

5.3 EXPANSION OF THE GREEK SYSTEM Procedure for expansion of the Greek system at SMU shall be specified in the Greek System Expansion Policy. Any questions regarding expansion should be directed to the coordinator of Greek affairs.

5.4 POLICIES PERTAINING TO GREEK HOUSING

5.4(a) ROOM AND BOARD PAYMENT Any student signing a residence contract or a sub-lease to live in Greek housing understands and agrees that the student's University records, including diploma and transcript, and the right to be readmitted to SMU may be withheld if the student is in arrears in bed rent or board payment.

5.4(b) ALCOHOL See "Alcohol Policy," Section 3.1.

5.4(c) BICYCLES AND MOTORCYCLES Students may not keep bicycles, mopeds or motorcycles in their rooms or in the entrance areas or secured to railings at the entrance of buildings. Bicycle lockers are available during the year for rent on a first-come, first-served basis from the Office of Residence Life and Student Housing. Gasoline powered vehicles are not allowed in Greek houses at any time and must be parked at least 15 feet from the exterior of any building.

5.4(d) PETS See "Animals/Pets" Section 3.2.

5.4(e) FIRE AND SAFETY REGULATIONS Each housed chapter is required to have a fire safety inspection as scheduled by the University Park fire marshal and to conduct a fire drill within the first month of each semester coordinated with the SMU Department of Public Safety.

5.4(f) VISITATION Visitation hours are to be decided upon by each house. Cohabitation is not permitted in any of the Greek houses. Greek groups who are hosting guests or visitors for more than five (5) days should notify the coordinator of Greek affairs. Non-students may not live in Greek housing without the written consent of the University, requested through the vice president for student affairs.

“A child becomes an adult when he realizes that he has a right not only to be right but also to be wrong.”

THOMAS SZAZ - 1973

THE UNIVERSITY JUDICIAL CODE

I. INTRODUCTION

Responsibility for student discipline is vested in the president by the Board of Trustees. To exercise this responsibility, the president established the University Judicial Council. Upon the recommendation of the University Judicial Council, the president has accepted the following document delineating the judicial system for students at SMU.

- A. PHILOSOPHY AND PURPOSE** A university is a complex institution. It is distinctive from anything else in society and therefore, the focus of its norms is distinctive. Further, a private university is an elite institution. Admittance and attendance is a privilege granted on the assumption that the applicant who has voluntarily enrolled in the institution shares the university's values and goals and is committed to its purpose. If the student's values and goals are not consistent with those of the university, the privilege of attendance may be terminated.

The judiciary at SMU is a community judicial system established to provide a fair disciplinary procedure for the accused individual and the University and to help induce maturity and learning by erring students while enforcing the behavior requirements deemed necessary to an academic institution. It also exists to protect the balance between the rights of the accused and those of the university community as a whole.

Because of the nature of SMU, the emphasis is on learning and behavioral change. For the same reasons, the judiciary is not an adversarial system of antagonists striving to best one another. It is more in the nature of a community seeking to learn if error has occurred and, if so, deciding how best to act so that in the future there will be less error. Its watchwords are serious in purpose, considerate in process, appropriate in response.

- B. JUDICIAL CODE** Members of the University Judiciary pledge themselves to the following code:

To ensure that the policies of the University are maintained by conducting a fair hearing of violations of rules and policies of the University;

To provide an appropriate response and, as needed, penalize persons found responsible for violations of university regulations and policies;

To maintain an impartiality about the matter and/or person under consideration, and when unable to do so, readily withdraw from the consideration of that matter;

To act not as an advocate for the students nor for the University but to consider equally the needs of individual students, student groups, and the needs of the University community as a whole;

To maintain confidentiality of all details pertinent to a matter and of all actions related to a hearing and to refrain from comment on actions or persons involved in a judicial hearing;

To participate in training sessions and meetings;

To adhere to all provisions of the University Judicial Code.

Members charged in violation of the code or with a criminal offense may be suspended from the board by the University Judicial Council upon a recommendation of the Office of the Dean of Student Life. Members who may have been approached by persons in an attempt to influence a judicial decision shall report such activity to the chair of the University Judicial Council and the Office of the Dean of Student Life.

Board members who find they are unable to meet the requirements of the judicial system shall inform the Office of the Dean of Student Life and submit a letter of resignation to the University Judicial Council.

II. OUTLINE OF THE JUDICIAL SYSTEM

This outline provides a basic overview of the judicial system and a quick guide to the responsibility of the various parts. For an accurate understanding of any part of the system, one must review the pertinent detailed text in the rest of this section. The majority representation on all boards are students.

A. THE ORGANIZATION AND RESPONSIBILITIES OF THE JUDICIARY

- 1. DELEGATION OF AUTHORITY** The vice president for student affairs may delegate any part or all of his/her authority from time to time, to any person or several persons, wherever in these procedures the vice president for student affairs is designated by the University Judicial Council. This person or persons is referred to as a University judicial officer.
- 2. ADMINISTRATIVE HEARINGS** All offenses are eligible for resolution through an administrative hearing. These hearings are held between a University judicial office and the accused student. The decision to allow an administrative hearing rests with the discretion of the judicial hearing officer.
- 3. UNIVERSITY HEARING BOARDS** Hearing boards are composed of three students, one faculty member, and one staff member. Serious offense hearing boards will have a law school faculty member serve as chair. Any case that may result in a sanction of disciplinary probation or greater may be assigned to a hearing board. The University Judicial Council shall appoint a minimum of nine students for the University hearing boards. A minimum of three students shall be designated as chairpersons. The University Judicial Council also shall appoint a minimum of three faculty members and three staff members to serve on the hearing boards. All hearing board members will be appointed to serve on a hearing board on a rotational basis, whenever possible. Every attempt will be made to ensure that board members reflect the full diversity of the University. Board members will receive training in, but not limited to, judicial policies and procedures, hearing board members' responsibilities and ethical considerations, questioning techniques, and other relevant information as determined by the Office of the Dean of Student Life.
- 4. THE TRAFFIC APPEALS BOARD** The president will name the chairperson and the University Judicial Council will appoint, in consultation with the chairperson, four faculty, four students, and one staff to serve each year. A hearing may be held by any three of the members if both faculty and students are represented. This board will hear cases appealing citations of the traffic and safety office for registered vehicles only. This is the board for final appeal for traffic citations. Appeals of Traffic Appeals Board decisions to the University Judicial Council are limited to questions of procedure or policy of the Traffic Appeals Board. Questions of fact concerning the citation itself are resolved by the Traffic Appeals Board and are not subject to further appeal.

6. **GRADUATE HEARING BOARDS** The School of Law and the School of Engineering and Applied Science shall each appoint every year, as may be necessary and appropriate, hearing boards composed of staff, faculty and

III. BASIC PROCEDURES

- A. INTERVIEWING/INVESTIGATION** A written formal complaint may be filed with the University through the Office of the Dean of Student Life. Nonetheless the University, at its discretion, may proceed with the student judicial process as outlined herein without formal written complaint. A University judicial officer will investigate alleged violations of the Student Code of Conduct, whether they occur on or off campus, and/or violations of the Community Standards and Student Conduct policies of the Office of Residence Life and Student Housing and interview participants/witnesses as necessary. Such investigation may include consultation with the Department of Public Safety. The accused student has the right to remain silent and to make a statement regarding his/her reasons for choosing to remain silent. Failure to cooperate with the investigation (e.g. failure to meet and/or speak with a University judicial officer) will require the judicial officer to make a decision on the assignment of the case without the benefit of the accused student's testimony. A student who refuses to schedule or keep an appointment with a University judicial officer may be charged with a violation of Section 3. 19, Official Notice, of the Student Code of Conduct.
- B. ACTION PENDING A JUDICIAL HEARING** If a student's behavior presents an on-going threat of disruption to the community or is a danger to the safety of the student or others, a University judicial officer may impose such sanctions as s/ he deems appropriate pending a judicial hearing.
- C. ASSIGNMENT OF CASE** If a University judicial officer determines that it is probable that a rule has been violated, and the student does not accept responsibility for the violation, the University judicial officer shall assign the case to either the University Hearing Board or an Administrative Hearing. As a general policy, cases assigned to a University Hearing Board should satisfy one or more of the following criteria: (1) the alleged offense could result in disciplinary probation or a more serious penalty, (2) the alleged offense has resulted in a substantial interference with the proceedings of the University, (3) the offenses are repeated, or (4) the alleged offense caused an unacceptable infringement upon the personal or property rights of others. The University reserves the right to consider all violations of its student code in its judiciary as well as referring them to off-campus authorities. The University recognizes that some violations may be handled concurrently by the University and the criminal court system, including, but not

- E. NOTICE OF VIOLATION** Every effort will be made to comply with the time requirements outlined herein. However, the University community recognizes that due to time constraints within the academic calendar, this may not always be possible. A University judicial officer shall give notice in writing to the student of the complaint against the student. Such notice shall include: a short, concise statement of the conduct alleged to have been in violation of the regulations including the time, place, and date of the occurrence(s), and a reference to those sections of the Student Code of Conduct which set forth the regulation the accused is alleged to have violated; the time and place of hearing; and the particular hearing process to which the case is assigned. Notice shall be given to the student a minimum of 72 hours prior to the hearing. This delay may be waived by the mutual agreement of the accused and a University judicial officer. The hearing will be held even if the accused student fails to attend.
- F. EXCHANGE OF WITNESS LIST** A minimum of 72 hours prior to the hearing, the accused will be given a list of those witnesses whose testimony will be presented in person or by summation through a University judicial officer and a brief summary of the anticipated testimony. The accused shall present to a university judicial officer a list of witnesses (including a brief summary of the testimony that it is anticipated they will give) and a copy of all documents to be submitted to the board a minimum of 60 hours prior to the hearing. However, additional witnesses may be called at the discretion of the hearing board. The University will attempt to notify all witnesses, in writing, of the time, place, and date of the hearing and shall notify members of the student community that failure to appear as a witness may result in a charge against them of “Failure to Comply.” (See Section 3.11 of the Student Code of Conduct section.)

IV. CONDUCT OF THE HEARING

- A. UNIVERSITY HEARING BOARD PANELS** Whenever possible, members from the University Hearing Board pool will be selected to serve as hearing board members on a rotational basis. The complainant and the accused may challenge any member of the hearing board on grounds of bias. The board may remove a board member by majority vote (excluding the member being challenged) during a closed session. If a member is excluded, an alternate member of the University Hearing Board pool will be selected.
- B. QUORUM - UNIVERSITY HEARING BOARD** At least four members of the hearing board shall be present throughout the hearing. If less than the required number are present at the opening of the hearing, the hearing shall be postponed until four members can be convened. These requirements may be waived upon agreement of all parties. Once the hearing has commenced, if a hearing board member should need to withdraw for a period of no less than 30 days, the hearing shall recess until all members can be present. Once the hearing has commenced, if a hearing board member should need to withdraw for a period of more than 30 days or permanently, the accused may request that the hearing continue with the remaining hearing board members if the complainant agrees. Otherwise, a new hearing will be scheduled. All members may vote, and all determinations shall be by majority vote. A failure to vote shall be registered as a “not responsible” vote. For Serious Offense cases, the quorum is four board members, composed of students, faculty and staff.

- C. QUORUM - UNIVERSITY JUDICIAL COUNCIL APPELLATE BOARD** At least four members, including at least one student, one faculty member, and one staff member, shall be present throughout an Appellate Board Hearing. At least five members, including at least two faculty members, two students, and one staff member shall be present through an Honor Council Appeal (See The Honor Code of SMU, Article VI, Section 3).
- D. DISQUALIFICATION** Upon considering any challenges from the accused concerning his/her impartiality, any member of a hearing board may withdraw voluntarily. In such cases, the accused may waive the quorum and the hearing proceed. If the accused chooses not to waive the quorum, the next person in rotation shall serve on that board, and the hearing will be rescheduled.
- E. COMMENCEMENT** No hearing shall begin until at least 72 hours have elapsed from the day of service of notice to the accused. This period may be waived at the mutual agreement of the accused and a University judicial officer. Notice will have been considered served if it was mailed from the University post office in the Hughes-Trigg Student Center at least 96 hours before the day of the hearing to the student's local address on file with the University registrar. Students are required to maintain a current local address and telephone number with the University registrar at all times. Notice sent to the local mailing or e-mail address on file with the University registrar will have been considered delivered as addressed. Such notice is not required to be sent certified or registered mail.
- F. DECORUM** The chairperson of a hearing board shall maintain order for the proper conduct of the hearing. When necessary, the chair may expel disruptive individuals or adjourn the hearing to a later time to assure the full development of the facts in a calm, deliberate setting.
- G. ATTENDANCE AT HEARINGS** All judicial hearings shall be closed and private. Only members of the hearing board, judicial members-in-training, the accused, University staff-in-training, a University judicial officer presenting the University's case, any University official called by a University judicial officer, the complainant presenting his/her testimony, the parents of the accused and the complainant, and one support person each may be admitted. The support person, if selected, must be a member of the University community. Parents and/or a community support person are for moral support of the accused and the complainant and may not participate in the hearing unless called upon as witnesses.
- H. SEPARATE HEARINGS** In hearings involving more than one accused student, a University judicial officer, at his or her discretion, may permit the hearings concerning each student to be conducted separately.
- I. UNIVERSITY HEARING BOARD PROCEDURES** The University hearing board will include, but are not limited, to the following procedures.
1. The complainant and the accused may be present at the hearing, as well as their parents and one support member from the SMU community. The hearing shall be closed to all others, except that the president of the University will have the authority to permit attendance of one or more University observers at any time during the course of the hearing.
 2. The hearing chair shall conduct the hearing in a manner so as to bring forward all relevant evidence.
 3. Members of the hearing board, the complainant, and the accused may direct questions to and cross-examine witnesses. The chairperson of the hearing board,

Q. FINDINGS The hearing board shall conduct its discussions in executive session and deliver its written findings to the Office of the Dean of Student Life which shall inform the accused and the complainant of the board's decision as soon as feasible. The hearing board's decision will be presented in writing and will include responsibility or nonresponsibility, and if the accused is found responsible, impose sanctions. If the accused is found not responsible, he/she may not be retried for the same incident at any future date.

R. REPORTING OF PROCEEDINGS Any publication from within the University (including The Daily Campus and other publications by students) related to a judicial hearing must abide by the following guidelines:

1. The privacy and confidentiality of all student records shall be preserved in accordance with the Family Education Rights and Privacy Act of 1974 as amended.
2. Should the accused and/or responsible party (parties) go "public" regarding a hearing, this action will free the University to comment on any such statements and/or the matter being discussed.

V. SERIOUS OFFENSES-STUDENT JUDICIAL PROCEDURES

A. ASSIGNMENT OF CASE Incidents involving alleged conduct posing a threat of physical or serious psychological harm, including but not limited to sexual assault/misconduct cases are assigned to a University Hearing Board with the following additional procedures.

1. **PRELIMINARY INTERVIEWING** The complainant will make an appointment with a University judicial officer to file charges, if so desired. During this meeting, a University judicial officer will explain the University Judicial System and, if the complainant alleges sexual misconduct/sexual assault, refer the complainant to a counselor in the Counseling and Testing Center for advice, counseling, and information on all available procedural options and alternatives. A University judicial officer will immediately notify the accused of the charge alleged. A University judicial officer will explain the University Judicial System and, if the charge alleged is sexual misconduct/sexual assault, refer the accused to a counselor in the Counseling and Testing Center.
2. **INVESTIGATION** A University judicial officer will thoroughly investigate the alleged complaint. A Special Investigating Committee may be appointed after consultation among the University Judicial Council Chair, the University Judicial Officer and a law school faculty member trained with respect to Serious Offenses.
3. **NOTICE OF VIOLATION AND EXCHANGE OF INFORMATION** If there is sufficient evidence to go forward, an amended notice of charges, if necessary, will be sent to the complainant, the accused and the chair of the hearing board within 24 hours of the conclusion of the investigation. The hearing will take place as soon as possible after the complainant's and accused's comments are received, but no earlier than 96 hours or four school days and no later than seven school days after their comments are received by the University judicial officer. The Office of the Dean of Student Life shall notify the complainant and the accused of the date, time, and place of the prehearing briefing and the hearing. A minimum of 96 hours prior to the hearing, the complainant and the accused will deliver to the Office of the

Dean of Student Life a list of those witnesses whose testimony will be presented in person and a copy of all documents to be submitted to the hearing board. A minimum of 72 hours prior to the hearing, a University judicial officer will conduct a prehearing briefing with the complainant and the accused. At that time, each will receive a copy of the other's list of witness(es) and documents as well as the list of witness(es) to be called and documents to be submitted to the hearing board.

B. RIGHTS OF THE COMPLAINANT ALLEGING SEXUAL MISCONDUCT AND/OR SEXUAL ASSAULT INCLUDE:

1. To be informed of all alternatives and options by a counselor in the Counseling and Testing Center.
2. To decide whether he or she wishes to press charges through the University Judicial System.
3. To have parents and a member of the SMU community accompany him or her during the student judicial proceedings. Such persons are for moral support and have the same responsibilities as described for rights of the accused to have companions. (See the University Judicial Code, Section IV, G.)
4. To challenge any member of the University Hearing Board on grounds of prejudice.
5. To request to have his or her living arrangements (if in campus housing) modified pending the outcome of the student judicial proceedings if the accused lives close to the complainant.
6. To remain present during the proceedings.
7. Not to have his or her sexual history discussed during the hearing. However, evidence of a recent sexual relationship between the accused and the accuser may be considered if the accused asserts consent as a defense.
8. To be informed of the hearing board's decision within three working days following the hearing.

C. RIGHTS OF STUDENTS ACCUSED OF SEXUAL MISCONDUCT AND/OR SEXUAL ASSAULT

1. To be informed of the accusation and all alternatives and options by a counselor in the Counseling and Testing Center.
2. To remain silent, before, during, and after the hearing and to make a statement explaining the reasons for remaining silent.
3. To have parents and a member of the SMU community accompany him or her during the student judicial proceedings. Such persons are for moral support and have the same responsibilities as described for rights of the accused to have companions. (See The University Judicial Code, Section IV, G.)
4. To challenge any member of the University Hearing Board on grounds of prejudice.
5. To remain present during the proceedings.
6. Not to have his or her sexual history discussed during the hearing. To present evidence of a recent sexual relationship between the accused and the accuser only if the accused asserts consent as a defense.
7. To be informed of the hearing board's decision within three working days following the hearing.
8. To appeal the decision of the hearing board to the University Judicial Council.

9. To request to have his or her living arrangements (if in campus housing) modified pending the outcome of the student judicial proceedings if the accused lives close to the complainant.

D. THE HEARING The chair will conduct the hearing utilizing broad powers to conduct a full and fair hearing. The hearing board may call persons named in the confidential Investigative Report, as well as additional witnesses at its discretion. The chair will make final decisions regarding questions of procedural issues and admissibility of evidence. The chair must be a SMU Law School faculty member who has specialized training. No one may serve as chair if he/she has not completed this training. The chair is a nonvoting member of the board and may not participate in deliberations, except to answer questions regarding procedures, admissibility of evidence, etc. A quorum will consist of four board members. A University judicial officer must be present in the hearing and will function as the official record-keeper of the hearing, as well as a resource person for the hearing board. The hearing board will reconvene after their decision has been written to announce and submit their decision to the complainant and the accused.

VI. SANCTIONS ESTABLISHED AND DEFINED BY UNIVERSITY JUDICIAL COUNCIL

The following sanctions may be implemented individually or in any combination by the hearing boards or University judicial officer. The president reserves the right to raise or lower sanctions imposed in the judicial process.

- A. DISCIPLINARY DISMISSAL (EXPULSION)** An individual or group will be separated from the University on a permanent basis. An individual's dismissal will be permanently recorded on his/her academic transcript. Before this penalty is enforced, the president of the University will review it. A student expelled from the University may not enter campus grounds for any reason without the express written permission of the Office of the Dean of Student Life. A student expelled from the University will not receive a refund of any monies paid, including tuition, fees, and room and board.
- B. SUSPENSION** An individual or group will be dismissed from the University for an assigned time period, and under the conditions deemed necessary by the judiciary. Before this penalty is enforced, the accused student or student group may request the University Judicial Council to review it. Requests must be submitted in writing via the appeal process (See the University Judicial Code, Section IX). A student suspended from the University may not enter campus grounds for any reason during the period of her/his suspension without the express written permission of the Office of the Dean of Student Life. A student suspended from the University will not receive a refund of any monies paid, including tuition, fees, and room and board. In addition, no academic credit earned during the period of suspension at any other institution may be transferred to SMU. A disciplinary suspension and its effective dates are recorded on a student's academic transcript. The notation remains for the time the student is enrolled in the University and is removed three years after graduation. If the student leaves the University before graduation, the notation is removed three years after the anticipated date of graduation from the University.
- C. CANCELLATION OF THE HOUSING CONTRACT** A student removed from the residence halls for an assigned time period or expelled from the residence halls on a permanent basis may not enter any residence hall without the express written permission of the Office of Residence Life and Student Housing. A student who is

reassigned to a residence hall due to disciplinary action may only enter the newly assigned residence hall. The reassigned student may not enter any other residence hall without the express written permission of the Office of Residence Life and Student Housing. If the student's housing contract is still in force at the time of the suspension or expulsion, no refund of the housing deposit or fee will be made.

- D. DISCIPLINARY PROBATION** A student is given a warning that further violations will result in consideration of suspension. The student may be required to report to the University judicial officer on a regular basis during the period of the probation.
- E. JUDICIAL REPRIMAND** The individual or group will be given formal notice by the hearing board or the judicial officer that they have violated the Student Code of Conduct or University policy. If the individual or group is found in violation of a further charge, that case will be considered more seriously.
- F. FINES** An individual can be fined any amount not exceeding \$250. An organization can be fined any amount commensurate with the severity of the offense. Fines resulting from an alcohol policy violation will be a minimum of \$100.
- G. DISQUALIFICATION FROM HOLDING OFFICIAL STUDENT POSITIONS OR PARTICIPATING IN UNIVERSITY ACTIVITIES** An individual or group will be restricted from either representing the University in an intercollegiate activity, or from participation in any University activity or organization.
- H. RESTITUTION** An individual or group will be required to pay for damages to the person or institution for property destroyed.
- I. NOTIFICATION OF PARENTS/ NATIONAL ORGANIZATIONS / AUTHORIZING BODY** Students found responsible for violation of the Student Code of Conduct may be required to inform their parents of their involvement in the policy violation unless the student has declared financial independence with the University registrar. The University determines financial independence by the Internal Revenue Code and assumes that all undergraduate students are dependent unless the student provides a written statement to the University registrar and proof of financial independence. It is also necessary that his/her parents call the designated University staff member to verify that they have been informed. Whenever a student is found responsible for an offense resulting in disciplinary probation or a more serious sanction, the Office of the Dean of Student Life will automatically inform the parents, in writing, of the violation and sanctions. The Office of the Dean of Student Life will notify a group's national organization or the appropriate university authorizing body of the group's involvement in the policy violation.
- J. DISCIPLINARY VIOLATION (DV) TRANSCRIPT RECORD** If the nature of the offense so warrants, the hearing board will record an individual's violation on his/her academic transcript. The notation will remain for the time he/she is enrolled at the University and for three years following his/her graduation. If the student leaves the University before graduation, the notation is removed three years after the anticipated date of graduation from the University.
- K. SUSPENSION OF PRIVILEGES** An individual or group will lose privileges that allow them to participate in specific activities, use specific facilities, or exercise specific privileges.
- L. EDUCATIONAL SANCTIONS** The objective of this sanction is education and rehabilitation. Sanctions selected will be commensurate with the offense.

M. DEFERRED SANCTIONS Individual or group sanctions may be deferred (not enforced). Deferred terms, i.e., conditions of the probation and its duration, will be

1. Clearly erroneous findings of fact;
2. Significant procedural irregularities that denied the accused a fair hearing;
3. Substantial new relevant evidence not available at the time of the hearing;
4. Evidence presented at the hearing for a finding of responsibility clearly insufficient; and
- 5.

PLAGIARISM, Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

ARTICLE II - HONOR COUNCIL COMPOSITION AND AUTHORITY

SECTION 1: MEMBERSHIP If possible, the Honor Council should be comprised of four officers and no less than 27 general members including at least:

- (a) Five first-year students (after recruiting)
- (b) Six sophomore students
- (c) Seven junior students
- (d) Eight senior students
- (e) One graduate student from a school under the council's jurisdiction
- (f) Five members nominated by the Faculty Senate and appointed by the provost

SECTION 2: AUTHORITY The Honor Council has the following powers and responsibilities:

- (a) to develop its own bylaws and procedures, subject to approval by the provost, the dean of student life, and vice president for legal affairs for legal sufficiency and compliance with the standards set by the Honor Council Constitution;
- (b) to serve on and constitute the hearing boards, as specified in Article IV of this constitution;
- (c) to advise and consult with faculty members and administrative officers on matters related to academic integrity standards, policies, and procedures;
- (d) to foster and promote programs alerting students to the importance of academic integrity and the penalties for its violation;
- (e) to issue an annual report to the campus community, to include a statistical review of the nature, volume and disposition of charges heard, academic integrity standards, policies, and procedures, including recommendations for appropriate changes;
- (f) any additional duties or responsibilities delegated by the provost or dean of student life.

ARTICLE III - PREHEARING PROCEDURES

SECTION 1: FACULTY DISPOSITION OF A SUSPECTED HONOR

VIOLATION A faculty member who suspects that a student has committed an act of academic dishonesty may take either or both of the following courses of action:

- (a) Determine to handle the situation privately with the student, in which case these procedures should be followed:
 - (i) the faculty member shall inform the student of the alleged misconduct and, after discussing it with him or her, determine whether or not the student is responsible for a violation of the Honor Code;
 - (ii) the faculty member shall inform the student of the sanctions for a determination of responsibility, which may be as severe as a failing grade in the course;
 - (iii) the faculty member shall determine whether to notify the dean of student life of the action taken using the form designated for this purpose and available from the Honor Council. Faculty members are encouraged to use this reporting mechanism, as it serves two purposes: first, it enables the University to track the number and severity of honor code violations; second, it preserves a record of a particular student's violation of the Honor Code in the event the student is charged with other alleged violations in the future.
- (b) Determine that the matter should be referred to the Honor Council, in which case the charge must be filed and received by the Honor Council within 22 class days from the date of discovery of the alleged violation. The procedures outlined in Section 2, below, will be followed.

ARTICLE IV - HEARING RULES AND PROCEDURES

SECTION 1: GENERAL HEARING RULES

- (a) Unless otherwise noted, all guidelines concerning shall follow the same general principles set forth by the University Judicial Code.
- (b) The president or his/her designee shall act as the nonvoting presiding officer of the hearing.
- (c) The accused may challenge any board member's eligibility to sit on the panel; however, the hearing board by majority vote, will have the final decision regarding the panelist's eligibility.
- (d) Hearings will be closed to the public, except for the accused student's parents, the community support person accompanying the accused student, and Honor Council members-in-training. The accused student may request an open hearing, which may be held at the discretion of the president. Open hearings will waive all rights to confidentiality.
- (e) Any person, including the accused student, who disrupts a hearing or who fails to adhere to the rulings of the president may be excluded from the proceeding.
- (f) All proceedings are confidential. Violations of the policy on confidentiality will result in a board member's removal from the council as well as subject the board member to possible judicial action.
- (g) In accusations involving more than one student, the president will determine whether separate hearings will be held. If a single hearing is held, the accused students may be asked to testify with the other(s) out of the hearing room. Guilt or innocence and penalties will be assigned separately.
- (h) If the accused withdraws from school pending a hearing, the Honor Council retains jurisdiction to render a finding of guilt and apply sanctions.

SECTION 2: HEARING PROCEDURES

- (a) A hearing board will be comprised of four students and one faculty Honor Council member. The quorum for a hearing shall be four members. For a hearing to commence, the complainant or a statement by him or her, and the investigator must be present. The accused does not have to be present for the case to proceed. Training for hearing board members will be jointly planned and implemented by the faculty adviser and the dean of student life.
- (b) Prospective witnesses, other than the complainant and the accused student, shall be excluded from the hearing during the testimony of other witnesses.
- (c) Formal rules of evidence shall not be applicable in the hearing. Unduly repetitious or irrelevant evidence may be excluded. Circumstantial evidence and hearsay are admissible.

- (i) If the accused is found responsible for an Honor Code violation, the president will inform the board of any prior Honor Code or Judicial Code violations by the accused. The hearing board will then determine the sanction(s) to apply. (See Article V., Section 3.)
- (j) A brief, written statement of reasons for finding a student responsible or not responsible for an offense and the sanctions imposed will be provided by the president or his/her designee. A copy of this statement, called a Hearing Summary, must be signed by the student and the president and given to the accused in person or sent via certified mail if the accused is not present, or refuses to accept his or her copy. The decision of the hearing board will be available to the accused and accuser(s) no earlier than 24 hours after decision has been reached.

SECTION 3: SPECIAL CONTINGENCY PROCEDURES

- (a) In the event that a hearing must be held during the summer and on an accelerated schedule (such as the case of a student scheduled to graduate before the next academic term), and to the extent that logistics make it impossible to convene a hearing board according to Section 2(a), a special hearing board shall be convened for the hearing. The board shall still be comprised of five members if possible (four for a quorum), however more than one Honor Council faculty member is eligible to sit on the board, as well as is one member of the administration of Southern Methodist University, so long as there are at least two student Honor Council members on any hearing board (including the four-member quorum). Furthermore, any officer of the Honor Council shall be eligible to sit on the board to the extent that they have no prior knowledge of the case.
- (b) All other special contingency hearing procedures shall follow the guidelines set forth in Section 2.

ARTICLE V - PENALTIES

SECTION 1: The recommended minimum penalty for a violation of the Honor Code shall be an Honor Violation (H.V.) and a deferred suspension from the University for the remainder of the student's academic career. The suspension will be invoked for a finding of guilt of an Honor Code violation or a sanction of disciplinary probation through the University Judicial System. The Honor Council shall authorize the University registrar to place an H.V. on the transcript. The H.V. shall remain on the student's transcript for three years after graduation or expected date of graduation. It shall then be removed from the transcript. Although it is presumed that a guilty verdict would result in assignment of a grade of F, the faculty member retains complete discretion to award a grade for the course he or she deems appropriate. Hearing board members may discuss the case issues in general with other Honor Council members at their regular meeting for purposes of training, but no identifying information may be discussed.

SECTION 2: In lieu of, or in addition to, the above recommended Honor Violation, the following penalties may be given:

- (a) suspension from the University for a term to be set by the hearing board (during which, credit gained at another institution cannot be transferred back to SMU);
- (b) expulsion from the University.

SECTION 3: The criteria on which penalties are based include but are not limited to:

- (a) truthfulness and cooperation in the investigation and hearing;
- (b) premeditation and seriousness of the offense;

- (c) previous University Honor Council or Judicial Council record;
- (d) harassment of the complainant or any witness.

SECTION 4: For a period of one year, no student with an H.V. on the transcript will be permitted to represent the University in any extracurricular activity, or run for or hold office in any recognized student organization, including, but not limited to, participating as a member of an athletic team, in performances conducted under University auspices,

“A home is not a mere transient shelter: its essence lies in the personalities of the people who live in it.”

H.L. MENCKEN

COMMUNITY STANDARDS & STUDENT CONDUCT IN RESIDENCE HALLS

By living in a residence hall, I am residing in a living and learning community. As a member of this community, I have certain rights as a resident and as a student. I recognize as well that other members of this community have these same rights, and that my rights stop where another's begin. For this reason it will be important to learn to compromise with others in order to maintain an environment in which all members of the community may grow as individuals and may pursue learning as a fundamental part of the campus residential experience. Community Standards are established to assist in shaping this environment, to protect our rights and assert the responsibilities we each have to one another. As a member of the residence hall community, I agree to abide by Local, State and Federal laws, as well as by these Community Standards (and others as may be developed to further support this community).

ALCOHOL

I understand that the legal drinking age in Texas is 21 years of age. I agree that I will not consume or possess alcohol unless I am 21 years of age or older and understand that this restriction applies equally to my residence hall community and elsewhere. I further understand that I may not possess alcohol containers or paraphernalia if I am under 21 years of age.

I understand that absolutely no alcohol is permitted in the first year communities, Boaz Hall and McElvaney Hall, or in the substance free community, Smith Hall, regardless of age.

If I am 21, I will consume alcohol only in my room or in the room of another 21 year old

CIVILITY

I will maintain integrity in all my relationships and will respect the dignity and value the worth of all persons. I will at no time physically, mentally, psychologically or sexually abuse any member of this community, nor will I participate in or condone any form of bigotry, harassment, intimidation or threat, whether verbal, written, physical or psychological, direct or implied. I understand further that this standard applies equally to residents and staff of my residence hall, guests, visitors and other members of the University community.

COMPLIANCE

I agree to comply with and respond as instructed to the reasonable requests of any Department of Residence Life and Student Housing (**RLSH**) official acting in the performance of

FURNITURE

I agree to use residence hall furniture only for its intended purpose. I further agree not to remove or relocate furniture from student rooms, lounges, etc., except as approved in advance by RLSH. I understand that water beds, “bricks and boards,” and lofts (that are not provided or approved by the University) and other construction, including attaching shelves to walls, are not permitted in my room.

GUESTS AND VISITATION

I understand and agree that visitation is a privilege in residence halls and that I will honor visitation hours established for my residence hall. (Visitation hours are noted in the Hall Information Sheet.)

I understand and agree that the right to study and to privacy take precedence over visitation privileges, and will at all times be considerate of these rights.

I agree to escort my guests whenever they are visiting me in my residence hall and that I will host guests only during established visitation hours. I agree further to abide by this standard when I am a guest in another residence hall.

I agree to be responsible and accountable for the behavior of my guests. I understand that it is my responsibility to inform my guests of residence hall policies, Community Standards and other University policies, and that my guests are expected to abide by these policies and standards.

I understand that my roommate and I must agree in advance about having guests and, further, that overnight guest privileges are limited. I agree not to have any overnight guests during the first two weeks or last two weeks of the semester, and understand further that stays are limited to three consecutive nights unless approved in advance by my roommate and my Hall Director. I understand that guests may not stay overnight in common areas of the residence hall.

HALL/WING MEETINGS

I understand that my Hall Director and RA will post notices about hall/wing meetings. I also understand that as a member of this community it is important that I attend these meetings, and that I am responsible for personally obtaining all information covered, whether or not I attend them.

HALL SPORTS AND GAMES

I will not participate in any kind of sport, horseplay or physically active game inside the residence hall, including but not limited to football, basketball, soccer, hockey, golf, roller blading, frisbee tag, bowling and water fights. Additionally, I will refrain from playing sports/games outside the residence hall when or where it presents the possibility of injury, damage to persons or property, or undue noise. I understand, however, that I may participate in activities that are organized and/or approved by RLSH.

HOUSE RULES

I agree to abide by House Rules and Floor Rules established for my residence hall that clarify, broaden and enhance these Community Standards.

KEYS

I agree that I am responsible for keys that are issued to me and for their proper use. I will not lend or otherwise permit others to use my keys or my SMU ID at any time. I agree further to immediately replace my lost or broken keys according to RLSH procedures.

Room keys are issued to all residents at check-in. If I am locked out of my room, I will check out a key for my room from the Area Desk per established procedures and then return

it immediately. I understand that lock-out service through August 31 is complimentary, but that I will be charged \$5.00 for each subsequent lockout thereafter. When the Area Desk is closed, I will contact the Residence Hall Staff Member on duty for lock-out assistance.

NOISE

I will not make or cause noise that intrudes on the privacy and the needs of others to sleep and study. I understand that noise which is disruptive to other residents is prohibited, both inside and outside of residence halls, and courtesy and consideration for others is expected at all times.

I agree to be particularly sensitive to this issue during established “Quiet Hours” and understand that these hours extend for a minimum of ten consecutive hours daily, but may be established for longer periods in different residence halls. I understand that 24-hour quiet hours go into effect during final exam periods beginning at 10:00 p.m. on the last day of class.

I understand that excessive noise at any hour is not acceptable and that at no time should amplified sound or yelling be directed out of or toward residents’ windows. I understand that reasonable quiet in areas near residence halls must be maintained, and that noise may be deemed disruptive if it can be heard through a closed door or window. I agree to respond positively and courteously to requests to reduce noise and to respectfully approach others with requests for noise reduction.

PASSIVE PARTICIPATION

I understand that I am expected to comply with all community standards. I understand that it is my obligation to remove myself from any situation where a violation is occurring. At no time will I knowingly permit a violation of these community standards.

I realize that if I am present or have knowledge of a violation of the community standards then I could be held responsible for that violation.

I am encouraged, when I am aware of a violation to report it. I am further aware that failure to report a violation may be cause for disciplinary action.

I also understand that failure to provide information or giving false information is not acceptable to my community.

PERSONAL RESPONSIBILITY

I will take responsibility and be accountable for my behavior and for the choices I make as a member of the residence hall community. I agree not to engage in behaviors that could endanger myself or others in the community. I understand that if I violate the community standards I am responsible for my own behavior and that harassment of other individuals involved in the situation will not be tolerated.

PETS

I agree that the only pet(s) I will have in the residence hall will be fish, in one tank, and that the maximum permitted tank size is 10 gallons. I understand that residents with disabilities may have assistance animals.

POSTING

I agree that any posters, messages, flags, message boards and other media that I post in places where they may be generally viewed by others will comply with community standards for civility and fire safety, and that they will be affixed to surfaces in a manner that will not damage the surfaces to which they are affixed. I understand that items placed on bulletin boards in common areas of the residence hall must conform with RLSH posting guidelines and first be approved by RLSH staff.

SOLICITATION

“Experience teaches slowly and at the cost of mistakes.”

J.A.FROUDE

VEHICLE REGULATIONS

POLICY STATEMENT

1. The University has enacted the following traffic rules and regulations for the safety and security of the SMU community. They apply to all students, faculty, staff, and visitors.
2. The parking rules, approved by the vice president of business and finance, will be on file in the offices of each vice president, each dean, the Student Senate, and the SMU Police Department.
3. The objective of the University Police is to obtain voluntary compliance with the regulations rather than to assess penalty fees. **Penalty fees have been enacted to deter violations.**
4. The plan provides parking spaces as conveniently as possible within the available limits. No one is guaranteed a parking space on campus.
5. Students, faculty, and staff are expected to be familiar with and to abide by these regulations at all times and to advise visitors of them. The fact that a violation notice is not issued when a vehicle is illegally parked does not mean nor imply that the regulation or law is no longer in effect. The motor vehicle operator is responsible for being informed about the laws and regulations in force.
6. Penalties consist of fees and, after six violations, the loss of the parking privilege on campus. Persons with registered vehicles are responsible for any citations issued to their vehicles. Lack of convenient parking space is not justification for violation of parking rules. Adequate space is available at the W-5 parking lot near Dedman Center for Lifetime Sports on Airline Road.
7. Vehicles parking on campus without a decal will be cited. Repeated violations (three or more) may result in the vehicle being towed or mechanically immobilized (booted).
8. All appropriate Texas criminal laws and motor vehicle laws, in addition to University regulations, are in effect on SMU property. University police officers have jurisdiction to enforce regulations and the authority to remove or impound any vehicle operated or parked in violation of the regulations.
9. Throughout the year the campus hosts several major special events that require reserved parking for the patrons. To facilitate reserved parking demands for event patrons, parking lots normally designated for student, staff, and faculty use will be closed. This may result in some inconvenience to the campus community but does not authorize drivers to park in violation of campus, state, or city ordinances.
10. Questions regarding interpretation or classification of these regulations should be directed to the Manager of Support Services during normal business hours at 214-768-2487. (Please do not call the police dispatcher)

VEHICLES ON CAMPUS

Motor vehicles parked at any time on University property or streets by students, faculty, or staff must display a current permit, which is obtained from the SMU Department of Public Safety. The only exception to this is in the spaces designated timed parking (e.g., “30 Minute

Parking”). Any vehicle, with or without a decal, may be parked in a timed parking space for the allotted time limit or in the W-5 Lot (south of Dedman Center). Permits must not be falsified, transferred to another person or vehicle, forged, or altered.

STUDENT VEHICLES

When a vehicle is parked on the campus, the parking permit must be displayed on the outside of the rear windshield on the driver’s side near the lower corner of the glass. Vehicles that are not equipped with rear glass will display the decal on the rear bumper, driver’s side. Decals for motorcycles will be displayed on any conspicuous place.

FACULTY AND STAFF VEHICLES

Motor vehicles parked on University property or streets by faculty or staff members must display a permit, which is obtained from the SMU Police Department, Parking Office. The permit will be displayed on the rear windshield, driver’s side. If there is no rear window available, the permit will be affixed to the rear bumper, driver’s side. On motorcycles, the permit should be displayed in any conspicuous place.

VISITORS’ PARKING

Visitors to SMU should be given parking guidance by the person or organization inviting them to campus.

1. Campus visitors may obtain a Special Guest Permit from the SMU Police Department. The permit usually is good for one day; parents may obtain weekend passes. The permit not only allows guests to park on campus, but also gives SMU Police Department an opportunity to explain campus regulations and suggest areas where visitors may park.
2. Visitors and guests of the University may park in the W-5 Lot (south of Dedman Center), the parking garage at the corner of SMU Boulevard and Airline Road, the visitors’ parking area in the lot between the Edwin L. Cox School of Business and Boaz Hall, the spaces west of Hamon Library/Greer Garson Theatre, and the metered spaces on University Boulevard north of the Perkins Administration Building. Occasionally some of these lots may be designated for special events parking, in which case one of the alternate lots listed above should be used. No available parking space close to the building that is being visited is not grounds for parking illegally.
3. Visitors are subject to the same rules and regulations as the campus community.
4. Visitors who violate traffic laws and ordinances may be cited in University Park City Traffic Court.
5. Visitors can only park on campus during normal hours of operation (7 a.m.-midnight). Visitors may not leave their cars on campus overnight. If a vehicle needs to be left overnight or frequent visits are made to campus, the owner should use the W-5 Lot (south of Dedman Sports Center) or call DPS (214-768-3388 - 24 hours) for instructions.
6. Faculty, staff, or students are not considered visitors, even during off-duty hours.
7. Students are responsible for the actions of their guests on campus and should advise them as to the areas in which they are allowed to park. Traffic citations that result from guest violations on campus will be charged to the account of the individual responsible for the guest.
8. SMU is not responsible for any damage that may occur to vehicles parked on campus or to vehicles entering or leaving SMU parking lots.
9. FLOOD WARNING

10. Certain low-lying areas of the campus (especially the 3200 block of Binkley Avenue and the 5800, 5900, and 6000 blocks of Binkley Avenue) are prone to flooding in heavy rains. Concerns or questions about these areas should be addressed to the SMU Police Department (214-768-3388).

PARKING FOR THE DISABLED

- 1.

Section 11. Presumption. In a prosecution of an offense under Section 10 of this Act, it is presumed that the registered owner of the motor vehicle that is the subject of the prosecution is the person who parked the vehicle at the time and place the offense occurred.

PARKING PERMITS

There are many types of permits issued by SMU:

1. **RESIDENT PERMITS** Persons who reside in campus housing (residence halls) are authorized to park in the resident areas indicated on the map.

NOTE: The map referenced throughout this section is provided free of charge by the SMU Police Department. Each parking designation is identified on the color-coded map.

2. **SORORITY/AUXILIARY** Residents who live in sorority and auxiliary housing units are authorized to park in the sorority and auxiliary areas along Daniel Avenue and University Boulevard as indicated on the map or, in some special cases, in parking provided adjacent to the house. All sorority parking owned by SMU requires an SMU permit.
3. **FRATERNITY** This decal is only for fraternity members who live in one of the houses on SMU Boulevard or Dyer Street. This is for designated parking in front of and, if applicable, behind the house. This decal also allows the vehicle to be parked in the parking garage. All parking adjacent to fraternity houses (front and rear) requires an SMU permit.
4. **COMMUTERS** Commuters must park in the areas indicated in green on the map. This includes the lot on University Boulevard at Airline Extension, the 3000 block of East Binkley Avenue (north of Moody Coliseum), the lot at the north side of Highland Park United Methodist Church, the L-1, L-2, and L-3 lots (west of Ford Stadium), and the small lot in the 6400 block of Airline Road. Commuters also may use the parking garage and the W-5 Lot (south of Dedman Center).
5. **SENIORS AND GRADUATE STUDENTS** This permit authorizes parking on Fraternity Row, the gravel lot at Fraternity Row and SMU Boulevard, and street parking on SMU Boulevard between Airline and Fraternity Row. The permit also is authorized for any commuter lot in addition to the reserved senior/graduate student lot. If the senior/graduate student is also a resident, the student has the choice of a resident decal or a senior/graduate decal, whichever he or she prefers.
6. **MBA** This decal is used the same as a senior/graduate decal.
7. **LAW SCHOOL** This decal is used the same as a Senior/Graduate decal but can be used on the student law school lots. It also can be used on commuter and Senior Graduate lots. Only vehicles with this decal can use law lots.
8. **EVENING STUDENTS** Students enrolled in any credit program, undergraduate or graduate, should receive a parking decal from SMU PD to permit them to park on campus. All students (day or night, full-time or part-time) must have a parking decal in order to park on University property.
9. **MALE FIRST-YEAR STUDENTS** Male first-year students are authorized to park only on the fourth and fifth levels of the parking garage or on the W-5 Lot (south of Dedman Center) as indicated on the parking map. Male first-year students may park in the timed parking areas for the designated times.
10. **FACULTY AND STAFF** Faculty and staff members are authorized to park in blue areas on the map and in the parking garage.

REGISTERING FOR PARKING

1. Student registration for parking begins with paying for a permit at Student Enrollment Services in the Perkins Administration Building. The student then goes to the SMU Police Department, located on the second floor of Patterson Hall, 3128 Dyer, and presents proof of payment for the parking permit. The student also must present his or her driver's license and license plate number to register. SMU PD personnel will issue the appropriate decal to each person. A parking permit must be affixed to the outside of a vehicle's rear windshield, driver's side, in the lower portion of the glass in such a manner that the identifying number is visible and legible. For a vehicle without a rear window or one with louvers on the rear window, a permit may be placed on the rear bumper.
2. In certain cases, a person not officially registered to park on campus may be issued a temporary permit. This permit must be affixed to the rear of the vehicle with the time of authorization indicated on the face of the permit. Inquiries regarding temporary permits should be directed to the SMU Police Department at 214-768-2487.
3. No parking fee will be charged to students enrolled in University noncredit courses. However, a parking decal is required and will be distributed at the time of registration by the Division of Extended and Continuing Studies.
4. Faculty and staff parking fees for permanent permits will be deducted from the individual's pay on a regular basis. Payroll deductions will be continued unless the individual desires to cancel the parking privilege and returns the permit and assigned parking gate card, if applicable, to the SMU Police Department.
5. Giving false information to register a vehicle (e.g., incorrect vehicle owner) is a violation of University policy.

FEES

Parking fees per school year (September 1-August 31) are as follows:

1. Students
 - Full-time (more than 9 credit hours)
 - Full year-\$80
 - Spring Semester-\$40
 - Summer Semester-\$15
 - Part-time (9 or fewer credit hours)
 - Full year-\$40
 - Spring Semester-\$20
 - Summer Semester-\$15
2. Faculty/Staff-\$8 a month
3. Exchange of car (2nd permit)-\$2
4. Replacement of lost or stolen permit-\$2
5. Contract employees with personal vehicles-\$8 monthly
6. Deposit for parking gate trip card-\$10
7. Temporary permit-\$8 monthly
8. Dedman Center W-5 lot (large lot south of Dedman Center) - NO CHARGE

REFUND POLICY - PARKING FEES

Parking fees will be refunded if a request is made within the first thirty (30) calendar days of the beginning of a semester. If a decal has been issued, it must be returned.

TRAFFIC AND PARKING VIOLATIONS

University parking and traffic regulations, state laws, and City of University Park ordinances are in effect on the SMU campus at all times.

PENALTY FEES

1. A penalty fee of \$20 will be charged for all minor violations.
2. The penalty fee for a moving violation is \$25.
3. Violation of parking in a space designated for the disabled without visible authorization or blocking a ramp for the disabled will result in a \$100 penalty fee. In addition, the vehicle will be towed at the owner's expense.
4. Suspension of parking privileges occurs after six citations. The suspension is automatic as determined by SMU PD records. The penalty fee for violation of suspension is \$25 per incident. Vehicles parked on campus in violation of suspension will be towed or immobilized at the owner's expense.
5. Fire lane and fire plug violations are \$50 each.

VIOLATIONS

1. The maximum permissible speed on campus streets is 20 MPH. The speed limit in all parking lots is 5 MPH.
2. Vehicles must stop for pedestrians at all intersections and in marked crosswalks on campus. Pedestrians always have the right of way in any situation.
3. A motor vehicle shall not be operated while any person is sitting on, holding onto,

17. Parking a trailer or boat on campus.
18. Failure to properly display a parking permit.
19. Improper use of traffic citation.
20. Bicycle violations (e.g., blocking ramps for the disabled, handrails, chained to trees or lamp posts).*
21. Students, faculty, or staff parking in any area designated “Visitors.”
22. Parking in a “Reserved” parking space or area.*

** Note: Towing action is at owner's expense. The towing fee is in addition to the Violation Penalty Fee.*

5. In situations where the violation warrants, a vehicle either may be towed or immobilized by the use of a mechanical “boot.” If the “boot” is used, the violator must not under any circumstances try to move the vehicle. Any attempt to move the vehicle will result in damage to the locking device and/or the vehicle. **SMU IS NOT RESPONSIBLE FOR THE DAMAGE TO A VEHICLE THAT IS MOVED WHILE SECURED BY A BOOT. ANY DAMAGE TO THE “BOOT” WILL BE CHARGED TO THE VEHICLE OWNER.**

MOTORCYCLES

There are special regulations and state statutes applying to motorcycles, mopeds and motorbikes. Operators of these vehicles must be registered with the SMU Police Department and must display a parking permit. The same penalties for violations of regulations apply to them as to other motor vehicles. Parking and traffic regulations for motorcycles are identical, with the following exceptions:

1. Motorcycles may be driven only on the streets and driveways of the campus and are explicitly prohibited from sidewalks, lawns, flower beds and shrubbery, inside of buildings except garages, and areas where they are prohibited by posted signs.
2. Motorcycles may be parked in any area authorized for automobiles.
3. Motorcycles may not be parked in fire lanes, inside any building except garages, on sidewalks or lawns, in driveways or loading zones, within 10 feet of any building wall, in bicycle parking areas or where official signs prohibit.
4. No more than one passenger may be transported on a motorcycle.
5. Helmets are required.

BICYCLES

Bicycles must be ridden in accordance with state and local laws pertaining to them. The SMU Police Department will provide a synopsis of such laws upon request.

1. As a deterrent to theft and to aid in prompt identification of a lost or stolen bicycle, the SMU Police Department will provide a FREE registration decal to an owner supplying the serial number or identification number of the bicycle. Registration of bicycles is mandatory.
2. A bicycle may not be ridden, parked or stored on any campus street or lawn or other areas where pedestrians may walk, including sidewalks, inside buildings, garages, any landscape improvements not open to pedestrian use, malls, flower beds, hedges and shrubbery, any outside area designated for other than pedestrian use, or where official signs prohibit parking or riding. Bicycles must be ridden on streets only and pushed on sidewalks. Designated bike paths may be used.
3. The operator of a bicycle must give the right of way to pedestrians at all times.
4. Bicycles may not be secured to any tree, shrub, or plant, including average step railings, or any structure NOT designated as a bicycle rack or locking facility. An exception is a chain-link fence.
5. Bicycles may not be left unattended on any sidewalk, street, driveway, loading zone, fire lane, building, porch or patio, or pedestrian mall.
6. Violations of these regulations will result in the removal of the bicycle by the SMU Police Department; the owner may retrieve it after showing proper identification.
7. All violations of campus bicycle regulations are considered minor traffic violations and penalty fees will be assessed accordingly.
8. State law requires bicycle riders to obey all traffic control devices, stop signs, etc.
9. Special bicycle lockers located near residence hall areas are available through the Department of Residence Life and Student Housing for a small fee per semester.

IN-LINE SKATES

1. The use of in-line skates on University property will be restricted to members of the campus community (faculty, staff, or regularly enrolled students) and/or their guests. Guests who are invited to skate on campus property must be eighteen (18) years of age or older.
2. All persons who are engaged in the activity of in-line skating must do so with proper safety equipment. The minimum safety equipment required are wrist braces, knee pads, elbow pads, and a helmet that has been certified to meet the ANSI or Snell testing standards. Other procedural requirements, adapted from materials of the International In-Line Skating Association, may be obtained from the SMU PD offices.
3. In-line skating can only be practiced during daylight hours. In-line skating in the streets must be directed in the flow of the vehicular traffic.
4. In-line skating is not allowed in buildings, on steps, in the parking garage, on ramps designated for the disabled, on raised areas such as fountains or decorative architecture, on surfaces that can be damaged by the activity, in construction areas or areas restricted by roadblocks or cones, or in an area where a reasonable person would consider this activity to be unsafe.
5. Any violation of this policy by a member of the campus community will result in a written warning on the first offense. A second offense will result in a citation and a \$20 violation fee. A third violation will result in an issuance of written notice that revokes the violator's privilege to skate on campus. In the case of students, the case will be referred to the student judiciary in addition to any other sanctions imposed.

RESOLVING CITATIONS

The operator of a vehicle in violation of regulations will receive a traffic citation either in person or attached to the vehicle. A traffic violation fee is a University fee and must be paid within 15 days from the issue date at Student Enrollment Services. Failure to pay the traffic violation fee will result in delays for students in receiving degrees and transcripts and in refusal of permission to register.

APPEALS

1. A traffic citation may be appealed by contacting the Support Services Division of the SMU Police Department, located on the second floor of Patterson Hall, 3128 Dyer, 768-2487, within 15 days of the citation date. Persons with no current decal and who have not paid for parking cannot appeal campus citations. (Do not call the police dispatcher)
2. An appearance fee of \$5 per citation will be required. This fee will be refunded at the hearing or forfeited if the person fails to appear. The time and date of the hearing is scheduled by the Traffic Appeals Board chairperson.
3. Decisions made by the Traffic Appeals Board are based on current published parking regulations. All board decisions are final.
4. Individuals who desire to question the current parking regulations may submit recommendations for changes to the Police Support Services Office located on the second floor of Patterson Hall.

UNIVERSITY PARK CITATIONS

In some instances, violators of the City of University Park fire, parking, or building ordinances will be issued City citations. These cases are filed in University Park Court and must be resolved by the judge of that court.

SUSPENSION OF PARKING PRIVILEGES

- 1.** When six parking and/or traffic citations are issued to an individual, that person's parking privileges will be suspended for the remainder of the academic year (until August 31). The suspended person will be required to surrender his or her permit. The suspension applies whether the person has paid the fees for the violations. The person will be issued a W-5 decal. During the parking suspension period, an individual may not park any vehicle on campus except at the large lot south of Dedman Center (W-5 Lot).
- 2.** SMU PD is not required to notify any person whose parking privileges have been

BOATS, TRAILERS, MOBILE HOMES, AND BUSES

Boats are not allowed to be stored or parked on campus, with or without a trailer.

Other types of trailers may be parked on campus only with the written permission of a representative of the SMU Police Department. Permission to temporarily park a mobile home (on the W-5 Lot only) on campus will be granted by the SMU Police Department on a specific-need basis. Buses are not allowed to park permanently on campus. Temporary arrangements involving special events can be made through the SMU Police Department (214-768-2490).

UNIVERSITY CLOSING DUE TO BAD WEATHER

The decision to close the University due to weather conditions is made by the University president. The decision will be announced to the local television and radio stations by 6 a.m. Voice mail messages announcing the closing will be available by calling SMU-MAIL (214-768-6245) or SMU-INFO (214-768-4636).

ARTICLE 51.212 (THE TEXAS EDUCATION CODE)

“The governing boards of private institutions of higher education, including private junior colleges, are authorized to employ and commission campus security personnel for the purpose of enforcing the law of the state on the campuses of private institutions of higher education. Any officer commissioned under the provisions of this section is vested with all the powers, privileges and immunities of peace officers while on the property under the control and jurisdiction of the respective private institution of higher education or otherwise in the performance of his assigned duties. Any officer assigned to duty and commissioned shall take and file the oath required of peace officers and shall execute and file a good and sufficient bond in the sum of \$1,000.00 payable to the Governor, with two or more good and sufficient sureties, conditioned that he will fairly, impartially and faithfully perform the duties as may be required of him by law. The bond may be sued on from time to time in the name of the person injured until the whole amount is recovered.” (Article 51.212 of the Texas Education Code.)

GENERAL INFORMATION

1. All University officers are duly commissioned peace officers of the State of Texas. Upon the request of an officer of the University, any person on the campus is required by state law to identify himself or herself. Any member of the University who refuses to identify himself or herself upon request by a University police officer will be subject to removal from the University and disciplinary action.
2. All vehicle thefts, accidents involving vehicles, and other offenses such as criminal mischief or vandalism of vehicles that occur on campus should be reported to the SMU Police Department immediately. Accident reports should be made prior to moving the involved vehicles. One-vehicle accidents and inoperable vehicles also must be reported promptly. Abandoned vehicles will be removed from the campus at the owner’s expense consistent with state law.
3. To secure the necessary traffic control measures, persons or organizations planning activities that involve campus streets should notify the SMU Police Department at least one week before the event.
4. The SMU Police Department, located on the second floor of Patterson Hall, 3128 Dyer, is open at all times. Officers patrol the campus day and night and also may be summoned by telephone, 911 for emergencies, 214-768-3388 for non-emergencies. For administrative matters, call 214-768-2486.

SMU Police Department are located throughout the campus to facilitate reporting. (Please see campus map in this brochure.)

CAMPUS FACILITIES ACCESS

Visitors to residence halls and fraternity and sorority housing must be accompanied by the resident of the facility who is being visited. Visitors to the campus are welcome but are expected to adhere to all campus regulations and policies. Visitors are encouraged to stop by the SMU Police Department located on the second floor of Patterson Hall for information on University regulations. The University reserves the right to restrict the access of any person who does not adhere to University policies and procedures. Any person may be required,

**SOUTHERN METHODIST UNIVERSITY POLICE DEPARTMENT SAFETY
CAMPUS CRIME SECURITY ACT REPORT INCIDENT REPORTING
COMPARISONS - REPORTING PERIODS JANUARY 1 TO DECEMBER 31**

CRIME CATEGORIES	1997	1998	1999
Murder	0	0	0
Forcible Sex Offenses	0	0	0
Robbery	3	3	0
Aggravated Assault	0	0	1
Burglary	7	19	18
Motor Vehicle Thefts	12	8	6
Negligent Manslaughter	0	0	0
Non Forcible Sex Offenses	0	0	0
Sexual Offenses Reported to Other University Officials	4	12	8
Arson	N/R	1	0

CATEGORIES	1997	1998	1999
Liquor Law Violations	0	9	22
Liquor Law Violations Judicial Referrals	N/R	N/R	56
Drug Abuse Violations Arrests	8	0	9
Drug Abuse Violations Judicial Referrals	N/R	N/R	6
Weapons Violations	2	1	3

SAFE AND SOUND ADVICE

GENERAL SAFETY TIPS

- Avoid walking alone, particularly after dark. Use the campus Escort Service or the Blue Angel Shuttle whenever possible. If walking alone is unavoidable, be aware of your surroundings and let someone know when to expect you.
- Avoid shortcuts. The shortest route is not always the safest route. Walk along the mid-point between curbs and buildings and away from alleys and bushes.
- Dress for mobility, particularly after dark.
- Avoid deserted areas, poorly lit streets, alleys, and pathways.
- Never jog alone.
- When walking or jogging, go against the flow of traffic; that makes it harder for motorists to bother you. (If harassed from a car, walk or run in the opposite direction. Scream if you are truly frightened.)
- Do not jog while wearing stereo headphones. It's important to be alert to what's happening around you.
- Carry your personal belongings in a backpack or similar container that will enable your arms and hands to be free at all times.
- Avoid approaching your car with bundles that restrict use of your arms. If you've been shopping, ask the store for assistance.
- Always have your keys ready to unlock the door to your car or residence and enter without delay. Lock the doors after you get inside.
- Before entering your car, look in the back seat and on the floorboard.
- Always lock car doors and windows when you leave or enter your car.
- Never leave belongings in plain view in your car. Lock them in the trunk.

- If someone in a vehicle attempts to stop you - even to ask for directions - do not get close to the vehicle.
- Register, engrave, mark, and/or photograph all your valuables including bicycles, stereos, jewelry, vehicles, computers, etc.
- Never get on an elevator with someone who looks suspicious. If someone who looks suspicious gets on, get off immediately.
- Avoid using ATMs in dark, isolated areas; it's best to use machines that are highly visible in public areas such as supermarkets.
- Never flash your cash. Always have "emergency" change for a phone call.
- Be responsible with alcohol. If you are intoxicated, you are less alert and an easier target for robbers and attackers.

SECURITY IN THE RESIDENCE HALL

- Never leave your door open, even if you will be gone for only a few minutes; especially, never prop any door open. Always lock doors, screens, and windows to prevent uninvited access to your room.
- Don't mark your room key or key chain with your name, address, or telephone number.
- Do not give anyone a key to your room.
- Do not leave valuables in plain sight.
- Never let strangers into your hall. This puts you and others at risk.
- Be aware of suspicious persons and activities. If you observe someone or something suspicious, notify the hall staff and the SMU PD, 214-768-3333.

“Learning is not attained by chance, it must be sought for with ardor and attended to with diligence.”

ABIGAIL ADAMS - 1780

SMOKING POLICY

Southern Methodist University is dedicated to providing a healthy, safe, comfortable, and productive work, study, and social environment for students, faculty members, and staff. This goal can be achieved only through ongoing efforts to protect nonsmokers and by helping students and employees adjust to restrictions on smoking. All areas in University buildings, including residence halls and greek houses, will be smoke-free.

The success of this policy depends upon the thoughtfulness, consideration, and cooperation of smokers and nonsmokers. All members of the SMU community share the responsibility for adhering to and enforcing the policy. Any conflict should be brought to the attention of the appropriate supervisor and, if necessary, referred to the department head,

“It is time for a new generation of leadership, to cope with new

“Liberty means responsibility. That is why most men dread it.”

GEORGE BERNARD SHAW

OFFICE OF SERVICES FOR STUDENTS WITH DISABILITIES

The mission of this office is to provide individual attention and support for students with disabilities, to assess the unique needs of students with disabilities, and to identify campus resources for them.

This office works closely with faculty members, advisers, the Learning Differences Specialist and other staff at the Learning Enhancement Center to ensure that the students' needs are met. All students requesting accommodations must make prior arrangements with the office. New students will be required to present documentation of their disability before receiving accommodations. Documentation can be sent to the Office of Services for Students with Disabilities as soon as the student is enrolled in the University.

The office is located in Hughes-Trigg Student Center, Room 302. Its telephone number is 214-768-4563.

Students who disagree with the response to their request that a current policy, practice or procedure be altered because of the student's documented disability may file an appeal by following the steps outlined in the Academic Grievance and Appeals Procedure for Students with Disabilities. To learn more about the Procedure, please contact the Coordinator of Services for Students with Disabilities at 214-768-4563, the Learning Disabilities Specialist at 214-768-1918, or view the policy online at http://www.smu.edu/~stulife/student_disabilities.html.

“Everyone is in favor of free speech. Hardly a day passes without it being extolled, but some people’s idea of it is that they are free to say what they like, but if anyone says anything back, that is an outrage.”

SIR WINSTON CHURCHILL - 1943

SMU POLICY ON SEXUAL HARASSMENT

Southern Methodist University is committed to providing a work and study environment that encourages intellectual and academic excellence and the emotional well-being of its students, faculty, and staff. Circumstances, facts, and conduct that violate this policy contradict the University’s educational philosophy and standard.

Southern Methodist University expressly prohibits sexual harassment of its students, faculty, or staff, or of applicants who seek to join the University community in any capacity.

SMU strives to provide an educational and working environment for its students, faculty, and staff free of intimidation and harassment. The unprofessional treatment of students and colleagues in any form is unacceptable to the University community.

- Educational materials and programs designed to increase awareness and understanding of sexual harassment and ways to prevent its occurrence
- Prompt, effective grievance procedures that are fair to both the complainant and the accused
- Appropriate sanctions
- Reasonable action to protect complainants and others participating in the proceedings against retaliation
- Counseling and consultation services by professional counselors for those involved in sexual harassment complaints
- Informal proceedings that safeguard the identifies of the persons involved and the outcome of the proceedings

SEXUAL HARASSMENT

Definition

Sexual harassment includes, but is not limited to, such behavior as unwelcome sexual advances; requests for sexual favors; verbal or physical conduct of a sexual nature directed toward a student, member of the faculty or staff, or an applicant seeking to join the University community, particularly when any of the following circumstances is present:

1. Tolerance of sexual harassment is made an explicit or implicit term or condition of status in a course, program, activity, academic evaluation, employment, firing, or admission.
2. Submission to or rejection of sexual harassment is used as a basis for academic evaluation or an employment decision affecting such individual.
3. The behavior described has the purpose or effect of creating an intimidating, hostile, or offensive environment for work or learning, or unduly interfering with an individual’s work performance. For purposes of this policy, “undue interference” is defined as improper, unreasonable, or unjustifiable behavior going beyond what is appropriate, warranted, or natural.

EXAMPLES

- Physical assault
- Direct propositions of a sexual nature
- Direct statements regarding submission with promise of reward (i.e., higher grade, promotion, etc.) or threats of reprisal
- Implied statements regarding submission to sexual advances with promise of reward or threats of reprisal (i.e., “Meet me tonight for a drink, and I bet we can take care of your grade.”)
- Subtle pressure for sexual activity (i.e., “How would you like to go to a conference in Minneapolis with me?”)
- Pattern of conduct (not legitimately related to office business or the subject matter of a course) that causes humiliation or discomfort, such as sexually explicit or sexist comments, questions, anecdotes, or jokes

CONSENSUAL SEXUAL RELATIONSHIPS*

Faculty/Student Relationships

It is a serious breach of professional ethics for a teacher to initiate or acquiesce in a sexual relationship with a student who is under the personal supervision of the faculty member. Therefore, Southern Methodist University prohibits consensual sexual relationships between a faculty member and a student enrolled in a course taught by the faculty member or whose academic work is supervised by the faculty member. This applies even when both

SMU GRIEVANCE PROCEDURES

The University has two levels of review - informal and formal proceedings. If after informal proceedings, the complainant and/or the person accused are not satisfied with the results, formal proceedings may be made.

Informal proceedings generally are handled by the alleged offender's principal administrator, in consultation with the affirmative action officer.

Formal proceedings involving a:

- faculty member, teaching assistant, or other instructional personnel ... are submitted to the Faculty Senate Ethics and Tenure Committee for consideration;
- student ... are handled by the University Judiciary System;
- staff or other member of the University community ... are submitted to the vice president or person designated by the vice president, responsible for the unit in which the person is employed.

Details of these grievance procedures may be obtained from the Affirmative Action or any administrative office, and are listed under the University Policy Op-00-011, Sexual Harassment and Consensual Relationships.

OPTIONS FOR HANDLING SEXUAL HARASSMENT

- Know your rights. Sexual harassment is a violation of University policy and the Student Code. It is also prohibited under Title VII of the Civil Rights Act of 1964, as amended, and Title IX of the Education Amendments of 1972. You have a right to an education or work environment that is free of bias, intimidation, or hostility.
- State your objections at the time. Express your objections to undesirable behavior clearly and firmly. Your response could prevent future harassment from the person especially if he or she did not realize the behavior was offensive.
- Tell someone. It is helpful to talk to a trusted friend, teacher, resident assistant, colleague, or counselor to help clarify the nature of the incident, receive support, and discuss alternative responses. Many victims of sexual harassment feel ashamed, angry, even frightened, and have a tendency to blame themselves for the incident. The staff of the Women's Center may be particularly helpful if you need emotional support and information on University policies and procedures. The services of the center are free and confidential.
- Document incidences. Note dates, times, places, persons involved, descriptions of the behavior, and how you responded in a journal or datebook. Keep notes or letters received from the person.
- Write a letter. A letter to the harasser can be an effective way to communicate one's objections to certain behaviors. Such a letter should state: (a) the facts of the situation, (b) the effects the behavior has had on the harassee, and (c) that the harassee would like the behavior to stop.
- Report the incidences on course evaluation forms. This option permits the complainant to report an incident anonymously to the faculty member and the chairperson of the department.
- Report the incident. The Affirmative Action Office - administratively neutral and knowledgeable - can be helpful if you need information or want to file an informal or formal complaint. You may remain anonymous up until the point that you may decide to request an official review of the charges.

CAMPUS RESOURCES

- For General Information, Reporting Incidents, or Consultation on Grievance Procedures
Office of Affirmative Action
221 Perkins Administration Building
Phone: 214-768-3601

- For General Information, Reporting Incidents, Counseling, or Educational Programs
Women's Center
3116 Fondren Drive
Phone: 214-768-4792
Dean of Student Life Office
302 Hughes -Trigg Student Center
Phone: 214-768-4564

- Additional Counseling Options
Counseling and Testing Center
Health Center
Phone: 214-768-2211
Mental Health Center
Health Center
Phone: 214-768-2860
Office of the Chaplain
316 Hughes-Trigg Student Center
Phone: 214-768-4502

“A person may cause evil to others not only by his actions but by his inaction, and in either case he is justly accountable to them for the injury.”

JOHN STUART MILL

SMU POLICY ON SEXUAL ASSAULT

SMU is a community of trust whose very existence depends on adherence to standards of conduct. Student conduct that violates these standards is handled through the University Student Judiciary. Cases of alleged student misconduct involving serious physical or psychological harm are referred to the SMU Student Judiciary Serious Offense Judicial Board. This includes cases involving sexual misconduct and/or sexual assault or attempted sexual assault. (What follows is a summary of SMU’s policies and procedures on sexual misconduct and sexual assault. Please consult the University Judicial Code section for these policies and procedures in their entirety.)

WHAT CONSTITUTES SEXUAL ASSAULT?

Sexual assault offenses include the actual or attempted intentional touching of an unconsenting person’s intimate parts (defined as genitalia, groin, breast, the buttocks, or clothing covering them) or forcing an unconsenting person to touch another’s intimate parts; rape; forcible sodomy; forcible oral copulation; and forcible sexual penetration, however slight, of another’s anal or genital opening with any object. These acts may be committed by a stranger or by acquaintance and must be committed either by force, threat, or intimidation, or otherwise without consent.

EDUCATIONAL PROGRAMS THAT PROMOTE AWARENESS

The Coordinator of Psychological Services for Women will conduct educational programs on sexual assault for students through the Wellness Program, the Orientation Week Program, the Extended Orientation Program (EOP) in the residence halls, and seminars for specific groups as requested. In addition, confidential, ongoing counseling for student survivors of sexual assault is available with the Coordinator of Psychological Services for Women and can be arranged through the Counseling and Testing Center. Confidential, ongoing counseling for faculty and staff survivors of sexual assault is available through the Counseling and Testing Center on a fee basis.

WHAT TO DO IF YOU HAVE BEEN SEXUALLY ASSAULTED

Students, faculty, and staff are encouraged to report sexual assaults to the SMU Department of Public Safety, whether the assault occurs on or off campus, no matter who the alleged assailant is. Students may report sexual assaults to the SMU Department of Public Safety or the Dean of Student Life Office. Reporting a sexual assault to University officials or filing a police report does not automatically initiate criminal charges. It is important for persons who have been sexually assaulted to seek medical attention. The Coordinator of Psychological Services for Women is available to accompany students who have been sexually assaulted to the hospital and for counseling, if desired. A medical examination called a “Rape Kit Test,” conducted by an area hospital, will help preserve important evidence of the sexual assault if the person who has been sexually assaulted decides later to prosecute.

HOW TO FILE A SEXUAL ASSAULT COMPLAINT

Persons with complaints of sexual misconduct and/or sexual assault allegedly committed by students, whether occurring on or off campus, should report such complaints to the Office of the Dean of Student Life. If the complainant wishes to proceed with formal charges through the SMU Judiciary, an investigation is conducted, and the case is referred to the SMU Serious Offense Judicial Board, a group specially trained to hear serious offense cases. This board is composed of six members (three students, one faculty member, one staff member, and one nonvoting SMU Law School faculty member, who serves as chair). A hearing is held following the procedures outlined in The University Judicial Code, Section V, Serious Offenses - Student Judicial Procedures. Such procedures include opportunities for both the complainant and the accused: to attend the hearing and present evidence on their own behalf; to challenge any member of the Serious Offense Judicial Board on grounds of prejudice; to have their parents and one support person for the SMU community attend; to present either in writing or in person the testimony of witnesses; to cross-examine witnesses; to request to have her/his living arrangements (if living in campus housing) modified pending the outcome of the student judicial proceedings if the accused is living near the complainant; and not to have his or her sexual history discussed during the hearing. However, evidence of a recent sexual relationship between the accused and the complainant may be considered if the accused asserts consent as a defense. In addition, the accused has the right to appeal the decision of the Serious Offense Judicial Board to the University Judicial Council. Students found responsible for sexual misconduct or sexual assault face sanctions imposed by the student judiciary ranging from judicial reprimand to expulsion.

Filing formal charges through the SMU student judiciary does not preclude filing criminal and/or civil charges. Students who wish to file criminal and/or civil charges may receive information and assistance from the Office of the Dean of Student Life and the SMU Department of Public Safety.

LEGAL SANCTIONS

Alcohol: Minors convicted in the criminal court system of possession or consumption of alcoholic beverages may be subject to fines up to \$500 depending on the number of previous convictions. Convictions for selling to minors may subject individuals to fines up to \$2,000 and to a jail term of up to six months. Convictions for driving while intoxicated may subject individuals to up to \$2,000 and to a jail term of up to two years. Fines and jail terms escalate with subsequent offenses.

Controlled substances (drugs): Sanctions upon conviction in the criminal court system for possession, distribution, or manufacture of controlled substances range from fines to probation to imprisonment. Amounts of fines, terms of probation, or years of imprisonment generally are contingent upon the circumstances and amounts of drugs in possession, sale, distribution, or manufacture.

SERVICES AVAILABLE TO THE CAMPUS COMMUNITY

The mission of the Center for Alcohol Education is threefold: 1) To provide students, faculty, and staff with a confidential source of help when confronted with alcohol or drug abuse or addiction issues. 2) To promote activities and programs with student support to focus campus attention on the problem of alcohol and drug abuse. 3) To help the student body claim ownership of alcohol and drug problems on campus and take charge of identifying solutions.

We have nine primary service functions on campus. They are:

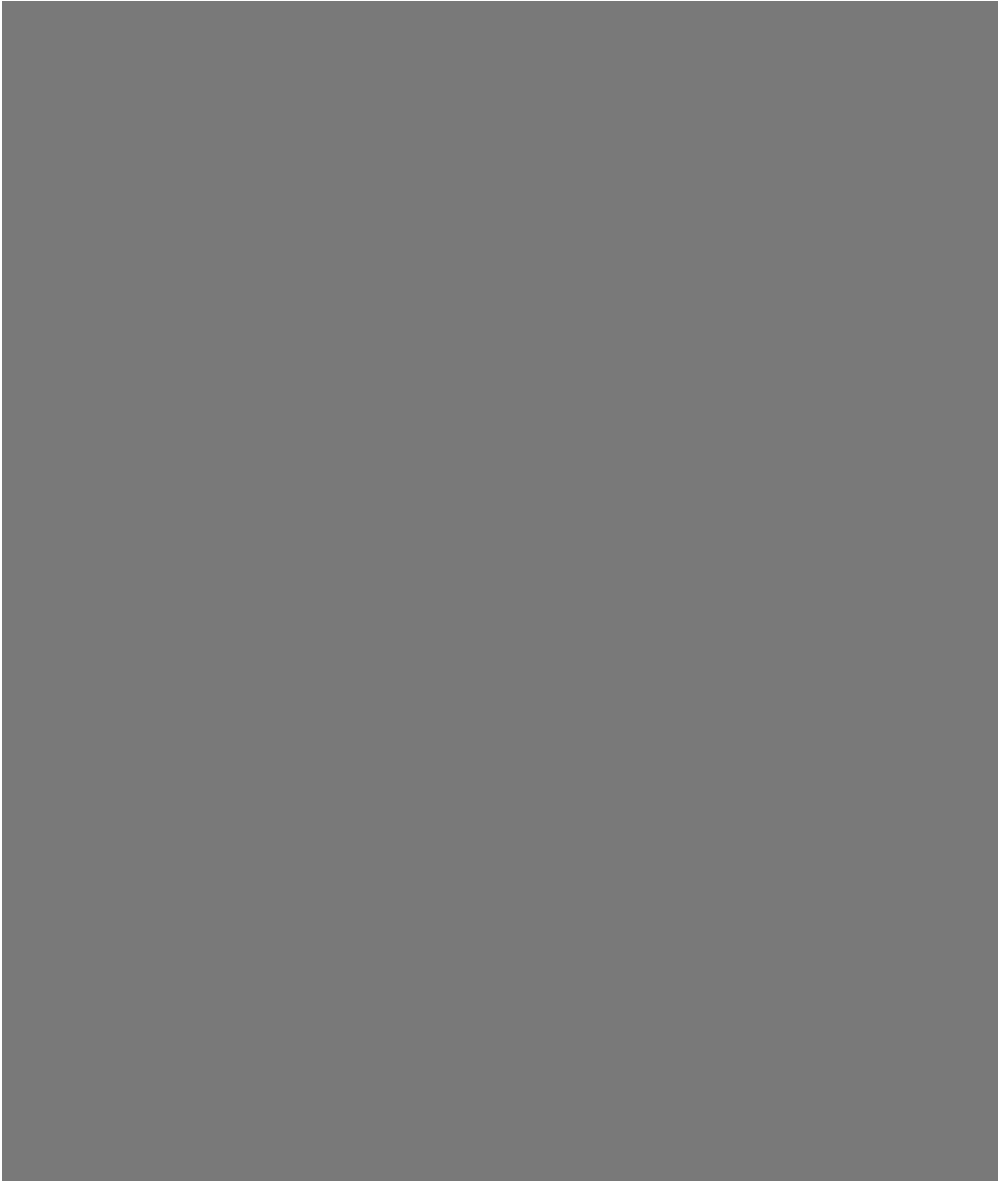
- 1) **ASSESSMENT:** We meet with clients to assess the extent of their problem with alcohol and other drugs, which may range from misuse to abuse to addiction.
- 2) **INTERVENTION:** By working with friends, family, faculty and staff, we reach out to people in trouble and provide them access to appropriate help.
- 3) **SHORT-TERM:** Counseling: As appropriate, we provide counseling to students, faculty or staff.
- 4) **REFERRAL/AFTER-CARE:** Based on our assessment, we assist clients in finding specialized care. This may include outpatient therapy or inpatient treatment.
- 5) **CAMPUS AWARENESS:** We work with student organizations to coordinate projects to focus attention on the dangers of alcohol and drug abuse and the problems of dependency.
- 6) **SUPPORT GROUPS:** Our office supports self-help groups such as Alcoholics Anonymous and refers to a wide range of support groups in the community, as dictated by the needs of the individual.
- 7) **EDUCATION:** Professional staff give presentations on topics related to alcohol and other drugs, chemical dependency and substance abuse.
- 8) **TRAINING:** Our office provides training for students and staff in dealing with others who they believe may have a substance abuse or dependency problem.
- 9) **PEER EDUCATORS:** SMU supports a peer education program in which students provide prevention education on campus and in the surrounding community.

Additional information is available at the Center for Alcohol Education, Memorial Health Center, second floor, from 8:30 a.m.-5 p.m. Monday through Friday; 214-768-4021.

SMU Campus Map - Legend

1. Dallas Hall
2. Storey Hall
3. Underwood Law Library
4. Collins Hall
5. Florence Hall
6. Perkins Administration Building
7. McFarlin Memorial Auditorium
8. Umphrey Lee Center
9. Virginia-Snyder Hall
10. Alumni Center
11. Shuttles Hall
12. Memorial Health Sciences Building

SMU Campus Map



10 ESSENTIAL TIPS

1. Call **911** in case of an emergency, or to report any safety concerns, regardless of your location.
2. The Office of the Dean of Student Life (302 Hughes-Trigg Student Center) is a resource to consult when you want general information and assistance, or if you simply do not know where else to go.
3. Get involved! Students are involved in out-of-class activities (i.e. clubs, sports, organizations) report more overall satisfaction with their college experience, and are more likely to graduate.
4. Students are expected to uphold the Honor Code and principles of academic integrity.
5. When in doubt about questions of academic honesty, students should consult the instructor of the course in question. For example, turning in the same paper for two different courses is only acceptable with the prior permission of both instructors.
6. Students who use the SMU Career Center in their first year report greater success in finding the job of their choice.
7. The Learning Enhancement Center offers tutoring, academic success courses, and supplemental instruction without charge for all students. Check it out!
8. SMU students are members of the University community wherever they go, and are held responsible by the University for their actions on and off campus.
9. Students are responsible for their own lives. They have the responsibility to read the *SMU Policies for Community Life* and *Peruna Express* and to utilize all resources available.
10. Call home - your parents want to hear from you!