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This Student Handbook is a publication of Angelo State University. Its purpose is to provide students with general information regarding the policies, rules, and regulations concerning student activities, academic issues, and expected standards of student behavior. The policies, rules and regulations contained in this Student Handbook are subject to change at any time without notice. Students are expected to be familiar with the behavioral expectations contained herein and to conduct themselves in a manner consistent with them.

GENERAL PURPOSE

A University, like any community, must have regulations and/or standards by which its members abide and procedures by which its organization functions. The standards should provide order and an atmosphere conducive to intellectual and personal development. This Student Handbook and the Code of Student Conduct contained within are intended to serve these purposes in the interest of all segments of Angelo State University.

Angelo State University has a responsibility to maintain order within the University community and to discipline those who violate its standards, rules, and/or policies. Enrollment requires students to share this responsibility. Students agree to abide by the standards, rules, and/or policies set forth in this Student Handbook, the Undergraduate Catalog, the Graduate Catalog, and other official University publications, as well as the Texas Education Code.

The Student Handbook was approved by the Board of Regents on May 15-16, 2014, to be effective with the start of the 2014-2015 academic year.

Membership in the ASU Community

As members of the academic community, University students enjoy the privileges and share the obligations of the larger community of which the University is a part. Students are entitled to the privileges which accrue to them by virtue of this membership. These privileges carry with them the obligations of responsible citizenship. Students shall conform to University regulations. Students should recognize that citizenship also includes contributing deliberately to strengthening the educational community, improving learning for themselves and their classmates, and promoting excellence within the above context. Freedom of discussion, inquiry, and expression is protected and nurtured in the classroom as the safeguard of the freedom to learn. Students are expected to exercise their freedom to learn in a manner consistent with the maintenance of good order. Responsibility for maintaining good order in the classroom is vested in the instructor. The Code of Student Conduct outlines the standards of behavior for University students and the disciplinary processes to address misconduct.

Mission of the University

Angelo State University, a member of the Texas Tech University System, delivers undergraduate and graduate programs in the liberal arts, sciences, and professional disciplines. In a learning-centered environment distinguished by its integration of teaching, research, creative endeavor, service, and co-curricular experiences, ASU prepares students to be responsible citizens and to have productive careers.
Disciplinary Authority

The authority to enact and enforce regulations of Angelo State University is vested in the Board of Regents of the Texas Tech University System. The responsibility for enforcing the regulations and imposing penalties is delegated to the Chancellor of the Texas Tech University System and/or the President of Angelo State University and any university officials the President designates. The Office of the Vice President for Student Affairs and Enrollment Management is the principal office for the administration of student discipline, and the Office of Student Affairs shall implement the student discipline procedures. All references herein to the officials listed above shall be interpreted to include persons designated to act on behalf of these individuals.
Definitions

In this Student Handbook, the following definitions will apply:

Academic Work, Test, Quiz, or Other Assignment
The terms “academic work, test, quiz, or other assignment includes any required or optional academic work that is assigned. Examples include, but are not limited to, exams, quizzes, tests, homework, case studies, essays, research papers, group work, extra credit assignments, class attendance, experiential learning activities, internship or externship components, resumes, comprehensive exams, and thesis and dissertation drafts and submissions.

Administrative Hold
The term “administrative hold” refers to the indicator placed on a student's record preventing access to such University procedures as registration, release of transcripts, and course add/drops until the student meets the requirements of the University office placing the indicator as described in the Undergraduate/Graduate Catalogs.

Administrative Hearing Officer
The term “administrative hearing officer” indicates a Student Conduct Officer who will determine a finding of responsible or not responsible for violations of the Code of Student Conduct in a formal conduct hearing. The administrative hearing officer will also determine and assign sanctions, conditions, and restrictions for responsible findings.

Code of Student Conduct Review Committee
The Code of Student Conduct is reviewed every year by the Code of Student Conduct Review Committee in conjunction with the Office of Student Affairs, Housing and Residential Programs, Director of Student Services, and the Vice President for Student Affairs and Enrollment Management. Questions of interpretation regarding the Code of Student Conduct should be referred to the Office of Student Affairs at (325) 942-2047.

1. Committee Composition
The Code of Student Conduct Review Committee will conduct an annual review of the Code of Student Conduct and make recommendations to the Vice President for Student Affairs and Enrollment Management regarding omissions, clarifications, constructive changes and other matters relevant to the proper interpretation and operation of the Code of Student Conduct. The Vice President for Student Affairs and Enrollment Management will then present the Code of Student Conduct to the University President for review and consideration by the Board of Regents.

2. Committee Appointment
   a. The chair will be the Director of Student Services.
   b. The Code of Student Conduct Review Committee will consist of three (3) full-time faculty members, two (2) full-time staff members, two (2) full-time undergraduate students and one (1) full-time graduate student.
   c. Two (2) full-time undergraduate student members and one (1) full-time graduate student member will be appointed by the Director of Student Services who will invite recommendations by the Student Government Association.
   d. Three (3) full-time faculty members will be appointed by the Director of Student Services.
Services who will invite recommendations by the President of the Faculty Senate.

e. Two (2) full-time staff members will be appointed by the Director of Student Services who will invite recommendations by the President of the Staff Senate.

3. Committee Removals
   The Director of Student Services may remove a member from this committee when, in his/her judgment, the member has failed or refused to serve and perform the duties and functions of this committee.

4. Committee Resource Person
   A Student Conduct Officer, or designee, will serve as a resource person for the committee and record changes.

5. Committee Meetings
   The Office of Student Affairs will establish meeting dates and times during which the Code of Student Conduct will be reviewed and will provide for scheduling special meetings as needed.

6. Committee Quorum
   A quorum for the committee is five (5) members.

7. Additional Committee Members
   The Director of Student Services may appoint additional members of the Code of Student Conduct Review Committee to expedite the review process of the code.

Complainant
   The term “complainant” refers to the party reporting the complaint or concern against another party.

Disciplinary Good Standing
   The term “disciplinary good standing” is defined as a student not currently on disciplinary probation or any level of disciplinary suspension/expulsion that has fulfilled in a timely manner, if any, sanctions, conditions, and/or restrictions imposed.

Discipline Body
   The term “discipline body” means any University official or group of officials authorized by the Director of Student Services to determine whether a student has violated the Code of Student Conduct and to recommend imposition of sanctions, conditions and/or restrictions.

Investigator
   The term “investigator” is defined as a trained University staff member whose role is to conduct a thorough, reliable, and impartial investigation of alleged violations of the Code of Student Conduct and to present allegations and share evidence that is obtained regarding the allegations with an administrative hearing officer or conduct hearing committee.

In most cases of actions against members of the University community, the investigator will not be the administrative hearing officer, but in other types of conduct allegations, they may play both roles in the process.
Investigators are assigned to cases by the Director of Student Services, or designee. Investigators may be Student Conduct Officers or trained staff in other departments such as the Office of Student Life, University Recreation, Housing and Residential Programs.

Member of the University Community
The term “member of the University community” includes any person who is a student, faculty or staff member, University official or any person employed by the University or campus visitors.

Official Academic Record
The term “official academic record” includes, but is not limited to applications for admission, the awarding of a degree, grade reports, test papers, registration materials, grade change forms, and reporting forms used by the Office of the Registrar.

Policy
The term “policy” is defined as the written regulations, standards, and/or rules of the University.

Preponderance of Evidence
The term “preponderance of evidence” is the standard of proof used by Student Conduct Hearing Officers and the Office of Student Affairs. It is defined as a circumstance in which the evidence as a whole shows that the fact(s) for which proof is being sought are more likely than not.

Religious Holy Day
The term “religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code § 11.20.

Respondent
The term “respondent” refers to the party responding to the complaint or concern reported regarding their behavior or actions.

Sponsorship and/or co-sponsorship
The term “sponsorship and/or co-sponsorship” is defined as minimally including, but not limited to, direct participation in planning, coordination and implementation by members of the sponsoring organizations.

Student
The term “student” includes all persons admitted to or enrolled in courses at the University, either full time or part time, pursuing undergraduate, graduate or professional studies, and/or those who attend postsecondary educational institutions other than Angelo State University and who reside in University residence halls. Persons who are not officially enrolled for a particular term but who have a continuing relationship with the University are considered “students”.

Student Conduct Officer
The term “student conduct officer” means a University designee authorized by the Director of Student Services, Executive Director of Student Affairs, and/or the Director of Housing and Residential Programs pursuant to the Code of Student Conduct to adjudicate alleged violations of the Code of Student Conduct.
Student Organization
The term “student organization” means any number of students who have complied with the formal requirements for University registration.

University
The term “University” means Angelo State University.

University Judicial Committee
1. University Judicial Committee
   The composition of the University Judicial Committee consists of a pool of thirty (30) faculty, staff, and students. The Academic Integrity Committee will hear cases that involve academic integrity. In cases involving sexual misconduct, if the alleged victim does not want student representatives on the University Judicial Committee, student representatives will be removed. Students may also request that the committee only include faculty and staff in cases including sensitive content.

2. Committee Composition
   The University Judicial Committee will conduct disciplinary hearings in referred cases. The committee pool will be composed of ten (10) full-time faculty members, ten (10) full-time students and ten (10) full-time staff members and will be recognized as a University Committee. Each member will be appointed for a one-year or two-year term by the Vice President for Student Affairs and Enrollment Management in consultation with the Director of Student Services and approved by the University President. Committee members may be re-appointed for consecutive one-year terms.

3. Committee Appointments
   University Judicial Committee appointments will be made as follows:
   The chair will be the Vice President for Student Affairs and Enrollment Management. Ten (10) full-time student members will be appointed by the Director of Student Services, in consultation with the Director of Student Life, who will invite recommendations by the Student Government.

   Ten (10) full-time faculty members will be appointed by the Director of Student Services, in consultation with the Provost and Vice President for Academic Affairs who will invite recommendations by the Faculty Senate.

   Ten (10) full-time staff members will be appointed by the Director of Student Services, in consultation with the Vice President for Student Affairs and Enrollment Management who will invite recommendations by the Staff Senate.

4. Committee Removals
   The Director of Student Services may remove a member from this committee when, in his/her judgment, the member has failed or refused to serve and perform the duties and functions of this committee.

5. Committee Resource Person
   The committee chair or designee will serve as a non-voting resource person for the committee as well as being responsible for audio recording of the hearing.

6. Committee Meetings
The Office of Student Affairs will establish meeting dates and times during which cases will be heard and will also provide for scheduling special meetings as needed. Committee hearings will be conducted by a subgroup of the thirty (30) committee members.

7. Committee Quorum
   A quorum for the committee consists of five (5) members, provided that at least one (1) member is present from each of the representative categories.

8. Committee Deliberation
   When deliberating a case, the committee will meet in closed session with only voting members and the resource person present. The committee deliberation will not be recorded.

9. Additional Committee Members
   The Director of Student Services or designee may appoint additional members of the University Judicial Committee to expedite the orderly disposition of cases and/or to aid in the administration of disciplinary action within the University. The additional members of the University Judicial Committee will have the same composition of membership, the same duties and the same authority as the original University Judicial Committee.

10. Committee Orientation & Training
    Prior to serving in a committee hearing, members of the University Judicial Committee will be required to participate in an orientation facilitated by the Office of Student Affairs.

University Official
   The term “University official” includes any person employed by Angelo State University while performing assigned administrative or professional responsibilities.

University Premises
   The term “University premises” includes all land, buildings, facilities and other property in the possession of or owned, used or controlled by the University (including adjacent streets and sidewalks).

The terms “shall” and “will” are used in the imperative sense and the term “may” is used in the permissive sense.
GENERAL ACADEMIC POLICIES OF THE UNIVERSITY

A complete listing of university academic policies is available on the Angelo State University Web site at www.angelo.edu/opmanual. These policies are subject to change without notice, and students should refer to these items periodically in order to stay familiar with the most current policies.

Class Attendance

Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is expected, and the university reserves the right to deal at any time with individual cases of non-attendance. An accurate record of attendance for each student must be maintained by the instructor.

In those classes where grades are affected by attendance, information to this effect must be provided in writing at the beginning of each semester. Students have a responsibility of being aware of special attendance regulations where written policies have been distributed to the class by the instructor at the beginning of the semester.

There may be a valid reason for a student’s absence from class, such as illness, family emergency, or participation in an authorized university activity, and the instructor should exercise good judgment in determining if there is justification for allowing a student to make up work missed. In classes where students are absent for good cause and the instructor administers a pop test or a daily class assignment, the instructor may choose to allow the student to drop that grade(s) rather than make up the pop test or daily class assignment.

However, by written notice, instructors may place reasonable limitations upon the number and types of assignments and examinations that may be made up or dropped by students for any cause. Also, the manner in which make-up work is administered is to be determined by the instructor.

If a dispute arises between an instructor and a student over absences which cannot be resolved, the student should discuss the problem with the instructor. If the issue cannot be satisfactorily resolved, the student may appeal to the instructor's department chair, academic dean, Provost and Vice President for Academic Affairs, and ultimately, to the President of the university.

Student Absence for Observance of Religious Holy Day

“Religious Holy Day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code §11.20.

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. A student who is excused under this policy may not be penalized for the absence; however, the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.

Class Absences and Emergency Notification
The Office of Student Affairs (Room 112 in the Houston Harte University Center, 325-942-2047) can assist in notifying the campus community of student illnesses, immediate family deaths and/or student death. Generally, in cases of student illness or immediate family deaths, the notification to the appropriate campus community members occurs when the student is absent or will be absent for three (3) or more consecutive days.

It is always the student’s responsibility for missed class assignments and/or course work during his/her absence. The student is encouraged to contact the faculty member prior to the absence and/or immediately upon returning to class regarding absences and to provide verification. In regard to absences, the Office of Student Affairs may assist with notification. However, due to the nature of schedules during final exams, the student should be aware that communication with the faculty members regarding absences may be limited.

All notification is provided as a courtesy. The notification from the Office of Student Affairs does not excuse a student from class, assignments, and/or any other course requirements. The faculty member has the final authority on excusing absences and/or allowing make-up work.

Schedule Changes

The process of adding and dropping a course is initiated in the Registrar’s Office.

1. Adding Courses
   Courses may be added during registration periods as specified in the university calendar.

2. Dropping Courses
   a. Courses may be dropped during the registration period and no grade will be assigned. Such courses will not be listed on the student’s permanent record.
   b. A student withdrawing from a course after the registration period, but prior to the deadline published in the university’s calendar will receive a “W” or “QW” grade in the course.
   c. A student dropping a course after the specified deadline will receive an  “F.” Ceasing to attend class does not constitute a formal course drop, and failure to drop a course properly will result in a failing grade in the course.

Withdrawal from the University

An application for withdrawal from the university must be initiated in the Registrar’s Office, Room 200 Hardeman Building.

1. A student is not officially withdrawn until:
   a. The withdrawal form has been completed,
   b. The approval of each of the appropriate university offices has been received,
   c. All drop slips have been received, and
   d. The form has been returned for approval to the Registrar’s Office.

2. The student who fails to withdraw officially will receive a grade of “F” in all courses in progress.

Grade Grievances

1. The assignment of a grade in a course is the responsibility of the faculty member and is based on the professional judgment of the faculty member. Except for issues of
computation, discrimination, equal treatment, or reasonable accommodation when a documented student need is present in accordance with the Americans with Disabilities Act of 1990 (ADA) guidelines, the faculty member’s grade determination is final.

2. Initiating a Grievance with the Faculty Member
   Students having a grievance concerning a grade in a course of study should make every attempt to resolve the issue with the faculty member who has assigned the grade. Faculty members should listen to the concerns of the student, discuss and, if appropriate, negotiate resolution of the grade assigned to the student.

3. Appeal to the Department Chair
   a. Should a student be unable to resolve the grievance with the faculty member (either because no resolution was reached with the faculty member, or because the faculty member is on leave or not returning to the university), the student may appeal to the department chair.
   b. If the faculty member in question is the department chair, the student should request that the dean of the college appoint a faculty committee to review the grievance.
   c. If the faculty member in question is the dean of the college, the department chair will still be the second level of appeal. If the dean is also the department chair, the student may request the Provost and Vice President for Academic Affairs to appoint a faculty committee to review the grievance.
   d. The student must present a written statement and provide compelling evidence (examinations, papers, etc.) that demonstrate why the grade should be changed. If evidence is not available, the student should explain that in the written statement.
   e. This written grievance must be presented no later than 30 days from the beginning of the next semester following the semester or term when the grade was assigned as long as the faculty member assigning the grade is on campus that semester or summer term.
   f. If the faculty member assigning the grade is not on campus that following semester or term, but will be teaching on campus within the next three months, the complaint may wait until 30 days into the first semester the faculty member returns to campus.
   g. The department chair (or a committee appointed by the department chair or dean) will review the grievance and present a written decision to the student and the faculty member within 45 days of the beginning of the semester.
   h. Either the faculty member of the student may appeal the decision rendered at this level.

4. Appeal to the College
   a. If the student or the faculty member wishes to pursue the grievance further, the student (or faculty member) must present the written request to the dean of the college in which the course is taught within 30 days of the departmental decision. This procedure is to be followed even if the dean of the college is the faculty member in question.
   b. The dean will appoint an ad hoc grievance committee from the college to review the case. If the dean of the college is the faculty member in question, one of the deans from the other colleges of the university will appoint a faculty committee (consisting of tenured faculty) from the college in which the course is taught to serve as the ad hoc committee. One member of the ad hoc committee will be from the department where the disputed grade originated.
   c. The committee will be provided the student’s written statement and evidence as well as the written report of the department chair and faculty member.
   d. The committee may conduct a hearing where the student and the faculty member may present information about the grievance.
e. The committee will issue a written decision on the grievance to the dean of the college with copies to the student and faculty member.
f. The decision of the committee is final, and there is no further appeal through university channels.

STUDENT RECORDS

Notification of Rights under Federal Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act of 1974 (20 U.S.C.A. Section 1232g), as amended, protects certain rights of students who are enrolled in a post-secondary institution relative to their educational records. The Act grants students:

1. The right to inspect and review their education records within 45 days of the day Angelo State University receives a request for access. Students should submit to the registrar, dean, chair of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The university official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student’s education records that the student believes are inaccurate or misleading. Students may ask Angelo State University to amend a record that they believe is inaccurate or misleading. They should write the university official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If Angelo State University decides not to amend the record as requested by the student, Angelo State University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the university has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Angelo State University to comply with the requirements of FERPA.

Prior to the disclosure of any personally identifiable information other than directory information, except as allowed by the regulations, the university must obtain the consent of the student and then must maintain a record of the disclosure. The categories included as directory information
at Angelo State University which routinely will be made public upon request or published in appropriate university publications are:

The student’s name, local and permanent mailing address, photograph, major and minor fields of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, team photographs, dates of attendance, classification, enrollment status, degree candidate, degrees, awards, and honors received and type of award/honor, and previous educational agency or institutions attended.

Students who desire that their directory information not be released must submit a written request to the Registrar’s Office during the first twelve class days of the fall or spring semester or the first four class days of the summer terms. Forms for submitting the written request to withhold directory information are available in the Registrar’s Office.

Access to Student Records

The Family Educational Rights and Privacy Act of 1974, as amended, provides that students be apprised of the:

1. location of their educational records and
2. the administrator responsible for their maintenance.

Parental Access to Student’s Records

When a student reaches the age of 18 or is attending a postsecondary institution, regardless of age, FERPA rights transfer from the parent to the student. Parents of Angelo State University students may not receive non-directory information unless the student creates a FERPA/Proxy Authorized User from their secure RamPort account.

Educational Records

The university will protect the confidentiality of student records by building in faculty and administrative offices the necessary safeguards against improper disclosure. The university shall not release the educational records of a student to agencies or individuals except as authorized by state and federal statutes. The educational records of a student will be made available upon the request of authorized university personnel or the student involved.

Student records are filed in a variety of offices as indicated below. The administrative officers shown are responsible for the records under their control and for the appropriate release of information contained in these records. Letters of inquiry regarding educational records should be addressed to the appropriate administrative officer, ASU Station, San Angelo, Texas 76909.

Angelo State University forwards educational records on request to other educational institutions in which a student seeks or intends to enroll without providing any further notice to the individual regarding the transfer of the records.

Angelo State University reserves the right to notify parents or guardians of students who are under 21 years of age and who are found responsible for an alcohol or drug violation.

Location of Student Records
Office of Academic Affairs
Provost and Vice President for Academic Affairs............................... AD 204
Vice Provost for Academic Affairs ....................................................... AD 204

College of Arts and Sciences
Dean of the College of Arts and Sciences ........................................... CARR 146
Department of Agriculture ................................................................. VIN 212
Department of Biology ....................................................................... CAV 101
Department of Chemistry and Biochemistry ...................................... CAV 102B
Department of Communication and Mass Media .............................. LIB B309
Department of Computer Science ....................................................... MCS 205
Department of English and Modern Languages ................................. A 010
Department of History ...................................................................... A 210
Department of Mathematics .............................................................. MCS 220
Department of Physics and Geosciences ............................................ VIN 114
Department of Political Science and Philosophy .................................. RAS 213
Department of Security Studies and Criminal Justice ....................... HAR 202
Department of Visual and Performing Arts ....................................... CARR 138

College of Business
Dean of the College of Business ......................................................... RAS 262
Department of Accounting, Economics, and Finance ....................... RAS 258
Department of Aerospace Studies ..................................................... RAS 227
Department of Management and Marketing ...................................... RAS 212

College of Education
Dean of the College of Education ....................................................... CARR 104
Department of Curriculum and Instruction ....................................... CARR 151
Department of Teacher Education ..................................................... CARR 145

College of Graduate Studies ............................................................... AD 109

College of Health and Human Services
Dean of the College of Health and Human Services ......................... VIN 175
Department of Kinesiology ............................................................... CHP 107
Department of Nursing and Rehabilitation Sciences ....................... VIN 268
Department of Psychology, Sociology and Social Work ................. A 204

Administrative Staff
Athletic Director ................................................................................. Junell Center 226
(Academic, Athletic, and Health Records of Student Athletes)
Chief of University Police (Incident Reports and Police Investigations) .. Reidy Bldg.
Clinic Director (Medical Records) ..................................................... University Clinic
Director of Admissions (Admissions Files) .......................................... HAR 101
Director of Career Development (Career Files) .................. Houston Harte University Center
Director of Counseling Services (Counseling Records) ................. University Clinic
Director of Financial Aid (Financial Aid and Scholarship Records) ....... HAR 100
Director of Housing and Residential Programs (Housing Records). Centennial Village
Director of Registrar Services .......................................................... HAR 200
( Permanent Academic Record Files)
Director of Student Life (Student Organization Records) ................. UC 001
UNIVERSITY POLICIES AND REGULATIONS

University policies, rules, and regulations relating to Angelo State University students are made with the view of protecting the best interests of the individual, the general welfare of the entire student body, and the educational objectives of the university.

Specific university policies, rules, and regulations governing student conduct adopted by the Board of Regents and the administration of Angelo State University are provided below. It is the responsibility of each student to become informed regarding these policies, rules, and regulations, and to abide by them at all times.

Alcoholic Beverage Regulation
This regulation applies to all individuals, including students, faculty, staff and visitors present on property owned, leased or otherwise under the control of Angelo State University. The possession or use of an alcoholic beverage, as that term is defined in the Texas Alcoholic Beverage Code, on property under the control of Angelo State University is prohibited except as expressly permitted by this regulation.

Areas in which the possession or use of alcoholic beverages is prohibited include but are not limited to, classrooms, laboratories, offices, lounges, stadiums, athletic and recreation facilities, dining areas, meeting and party facilities, the Houston Harte University Center, the University Lake Facility, and all residence halls and apartments except as specifically authorized in this regulation.

The possession or use of alcoholic beverages is permitted in the individual apartments of Vanderventer Apartments and the individual rooms in designated areas of Concho Hall provided all of the student residents of the individual apartment or room are 21 years of age or older.

The possession or use of alcoholic beverages is also permitted by individuals 21 years of age or older on University property leased or otherwise made available on a long-term basis to a firm or association.

Alcoholic beverages shall not be purchased for, provided or given to, or knowingly be made available to any person under 21 years of age in the facilities covered by this policy except as expressly authorized by the Texas Alcoholic Beverage Code. University-funded student organizations may not sponsor events and/or activities open to the general public where alcoholic beverages are consumed.

Students, faculty, and staff who violate the provisions of this regulation are subject to discipline under applicable university procedures. University officials also have the authority to remove from property under university control any individual who violates this regulation. Individuals violating this regulation may also be subject to prosecution for violation of a university regulation.

Anti-Discrimination Policy
Angelo State University does not tolerate discrimination or harassment of students based on or related to sex, race, national origin, religion, age, disability, status as a covered veteran, genetic
information, or other protected categories, classes, or characteristics. While sexual orientation is not a protected category under state or federal law, it is Angelo State University policy not to discriminate on this basis. Actions related to admission, discipline, housing, extracurricular, and academic opportunities shall not be made based on a student’s protected status. Discriminatory behavior is prohibited regardless of the manner in which it is exhibited, whether verbally, in writing, or electronically displayed or conveyed.

Individuals who violate these policies and laws are subject to disciplinary action, up to and including expulsion.

A. Definitions

1. Discriminatory Harassment

Discriminatory harassment is verbal or physical conduct based on a student’s sex, race, national origin, religion, age, disability, sexual orientation, genetic information, or other protected categories, classes, or characteristics and is so severe, persistent, or pervasive that it adversely affects the victim’s education or creates an intimidating, hostile, abusive, or offensive educational environment that interferes with the victim’s ability to realize the intended benefits of the university’s resources and opportunities.

Examples of inappropriate behavior that may constitute discriminatory harassment include, but are not limited to:
- Slurs and jokes about a protected class of persons or about a particular person based on protected status, such as sex or race;
- Display of explicit or offensive calendars, posters, pictures, drawings, screen savers, e-mails, cartoons in any format that reflects disparagingly upon a class of persons or a particular person;
- Derogatory remarks about a person’s national origin, race, or other ethnic characteristic;
- Disparaging or disrespectful comments if such comments are made because of a person’s protected status;
- Loud or angry outbursts or obscenities in the academic environment directed toward another student, faculty, staff, or visitor; or
- Disparate treatment without a legitimate business reason.

2. Sexual Harassment

Sexual harassment consists of sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature that are unwelcome and expressly or implicitly imposes conditions upon, threatens, or creates an intimidating, hostile, or demeaning environment of such a severe and pervasive nature as to interfere with an individual’s (a) academic pursuits, (b) university employment, (c) participation in activities sponsored by the university or organizations related to the university, or (d) opportunities to benefit from other aspects of university life.

Examples of inappropriate behavior that may constitute unlawful sexual harassment include, but are not limited to:
- Sexual teasing, jokes, remarks, or questions;
- Sexual looks and gestures;
- Sexual innuendos or stories;
• Sexual favoritism;
• Pressure for dates or sexual favors;
• Gifts, letters, calls, e-mails, or materials of a sexual nature;
• Unwelcome physical contact (touching, patting, stroking, rubbing);
• Sexually explicit visual materials (calendars, posters, cards, software, internet materials);
• Communicating in a demeaning manner with sexual overtones;
• Inappropriate comments about dress or physical appearance; or
• Inappropriate discussion of private sexual behavior.

B. Reporting Concerns
The campus Title IX coordinator is the Executive Director of Student Affairs. Students complaining of discriminatory and sexual harassment should contact the Executive Director of Student Affairs, Room 112 of the Houston Harte University Center, (325) 942-2047. Students complaining of discriminatory and sexual harassment in their employment capacity should contact the Angelo State University Office of Human Resources, East Office Annex, (325) 942-2168.

C. Office of Civil Rights Complaints
Nothing in this policy shall prevent a student from presenting a charge of discrimination or other grievance covered by this policy to an external agency, such as the United States Department of Education: Office of Civil Rights (OCR), 400 Maryland Avenue, SW Washington, DC 20202-1100, Customer Service Hotline #: (800) 421-3481, http://www.ed.gov/ocr.

D. Non-Retaliation
Retaliation is strictly prohibited against a person who files a complaint of discrimination or harassment in good faith, opposes a charge, testifies, or assists or participates in an investigative proceeding or hearing. Retaliatory harassment is an intentional action taken by an accused individual or allied third party, absent legitimate non-discriminatory purposes, that harms an individual as reprisal for filing or participating in a grievance process.

E. Confidentiality
Confidentiality of both complainant and accused will be honored to such extent as is possible without compromising the university’s commitment to investigate allegations of discrimination and harassment. The willful and unnecessary disclosure of confidential information by anyone, including the alleged victim, regarding discrimination and harassment complaints to any person outside of the investigation process may result in appropriate disciplinary measures against the offending party.

On campus, some resources may offer students confidentiality, sharing options and advice without any obligation to tell anyone unless the student so desires, except should the resource fear for the student’s safety or the safety of others. If the student desires that details of the incident be kept confidential, the student should speak with the University Health Clinic and Counseling Services or an off-campus mental health or crisis resource. Additionally, students may speak to on-campus and off-campus members of the clergy and chaplains who will also keep reports made to them confidential.

F. Faculty/Staff and Student Relationships
Angelo State University is committed to the promotion of professional and educational relationships and open channels of communication among all individuals. The faculty/staff and student relationship is of the highest value and impacts a student’s educational experience. Consensual amorous or sexual relationships between faculty and students in a faculty member’s class or with whom the faculty member has an academic or instructional connection are prohibited.

Faculty/staff with direct teaching, training, supervisory, advisory, or evaluative responsibility over the student should recognize and respect the ethical and professional boundaries that must exist in such situations. If questions arise about conflict of interest situations involving faculty/staff and student relationships, they can be directed to the student’s Academic Dean or the Director of Human Resources.

G. Dissemination of Discriminatory and Sexual Harassment Information
Angelo State University provides educational programs on discriminatory and sexual harassment via the Office of Student Life, Office of Student Affairs, Student Health Clinic and Counseling Services, and Office of Housing and Residential Programs. Victim resources and services are available in the Office of Student Affairs, Office of Student Life, Student Health Clinic and Counseling Services, University Police, , Office of Housing and Residential Programs, and other campus offices and distribution locations.

H. Discrimination and Harassment Grievances and Investigations
1. A grievance is a formal complaint pertaining to adverse actions taken on the basis of the student’s protected status or other violation of law or Angelo State University policy. A violation of a university policy alone does not necessarily constitute a violation of law or an action prohibited by law. Grievance processes are outlined in this Student Handbook.

2. This grievance process is applicable to all students who choose to complain about unlawful discrimination or other violations of the law that adversely affect their educational environment.

3. While potentially inappropriate, not all rude or offensive comments or conduct constitute sexual harassment or unlawful discrimination.

4. All grievance investigations and procedures will be non-adversarial in nature. These procedures are entirely administrative in nature and are not considered legal proceedings. The student filing the grievance may represent himself or herself or be accompanied by an advisor (for advisory purposes only, not for representation). The advisor must be a member of the University community or a family member. However, if a student is also the subject of a pending criminal investigation, indictment, or charge arising out of the same circumstances, he or she may be allowed to have an attorney serve as his or her advisor, at his or her own expense, to participate in the same manner as any other advisor.

5. The filing of a grievance shall not affect the ability of Angelo State University to pursue academic and/or disciplinary procedures for reasons other than the student’s filing of a grievance.

6. Prior to filing a formal grievance, a student should attempt to resolve the situation by addressing the offending party in an informal manner and in an atmosphere of mutual respect. A student is not required to contact the person involved if doing so is not
practical, if the student is uncomfortable doing so or if the student believes that the conduct cannot be effectively addressed through informal means. If the situation is not resolved by informal means, the student may file a formal grievance.

7. A student may also consult with the Director of Student Services to determine if he/she wishes to file a formal grievance. Students wishing to file a grievance should complete the grievance form. Although the Director of Student Services will undertake no official action on behalf of the student without a filed, signed complaint, the Director may notify key personnel with a need to know about the allegation. However, other action may be taken by Angelo State University as deemed appropriate. Such action may include conferring with supervisors or other administrators concerning inappropriate behavior occurring within their area of responsibility, informing alleged offenders of Angelo State University's policy, and educating departments and supervisors as needed on this and other policies.

8. A student having a grievance should submit a completed grievance form to the Director of Student Services within five (5) University business days from the date of the action giving rise to the grievance or within five (5) University business days of the conclusion of informal attempts to resolve the situation. Determination as to whether complaints filed after this deadline should be reviewed will be considered on a case-by-case basis.

9. A written grievance shall contain:
   a. A clear and concise statement of the grievance;
   b. The date(s) the incident(s) took place;
   c. The name and contact information (if possible) of any witnesses or participants;
   d. The specific resolution sought by the student; and
   e. Additional relevant information to be considered in support of the grievance.

10. Any changes to the grievance must be in writing.

11. If the grievance involves the Director of Student Services, the grievance should be presented to the Executive Director of Student Affairs.

12. Only one subject matter shall be covered in any one grievance.

13. Upon receipt of a signed grievance, an investigation will be conducted by the Director of Student Services or designee and the appropriate vice president will be notified that a grievance has been filed.

14. The investigation may consist of the review of the grievance and any supporting documentation, examination of other relevant documentation, and interviews with relevant individuals. The extent of the investigation and its procedures will be determined by and at the discretion of the Director of Student Services. The Office of Human Resources or other administrators may be consulted to assist with the investigation.

15. After the investigation is complete, the Director of Student Services will provide a written determination to the student who has filed the grievance, the accused parties, and the appropriate vice president.

16. In the event of a finding of a violation of University policy or other violation of the law, appropriate disciplinary action will be taken as determined by the appropriate
Disciplinary action for students may include issuing sanctions, conditions, and restrictions in accordance with the Code of Student Conduct and may range from reprimands to expulsion. Disciplinary action for faculty and staff would be referred to the next senior level administrator and coordinated with the Office of Human Resources.

17. Either the complainant or the accused may request a reconsideration of the case if any of the following occurs:
   a. A procedural error occurred that significantly impacted the outcomes;
   b. A substantive error that significantly impacted the outcomes;
   c. New evidence becomes available, previously unavailable during the original investigation that could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included with the written request for reconsideration;
   d. The disciplinary sanctions imposed are substantially disproportionate to the severity of the violation.

18. The appeal should be submitted in writing to the Executive Director of Student Affairs within ten (10) University business days of the receipt of the final written determination. The resolution of the appeal will rest with the Executive Director of Student Affairs, and the decision is final.

19. Any disciplinary action taken in connection with a grievance filed will be reported in writing to the Director of Student Services at the time the disciplinary action is implemented.

20. At the conclusion of the investigation, the complaining party shall be advised that if the discrimination or unlawful activity persists, the student should contact the Director of Student Services. Likewise, in the event the student believes unlawful retaliation for filing a grievance has taken place, the student should contact the Director of Student Services and/or file a grievance for retaliation.

21. If the investigator finds no evidence of a violation of the Code of Student Conduct during the investigation, a hearing will not be held.

22. Refusal of a student to participate in the hearing process, even under the advice of counsel, will not constitute "new evidence" under the appeal clause.

I. Non-Academic Student Grievance Procedures
A grievance is a formal complaint pertaining to adverse actions taken on the basis of the student’s protected status or other violation of law or Angelo State University policy. A violation of a university policy alone does not necessarily constitute a violation of law or an action prohibited by law. Procedures for handling specific concerns are outlined below.

1. Discriminatory Harassment
   Students with grievances related to discrimination in the educational environment on the basis of race, national origin, religion, age, disability, sexual orientation, genetic information, or other protected categories, classes, or characteristics should review the Student Handbook sections on the Anti-Discrimination Policy and the Discrimination and Harassment Grievances and Investigations. Students complaining of discrimination in their employment capacity should proceed directly to the Angelo State University Office of Human Resources, East Annex, (325) 942-2168.
2. **Sexual Harassment**
   Harassment of students on the basis of sex is a violation of § 106.31 of Title IX of the Education Amendments of 1972. The Title IX investigator for Students is the Director of Student Services, Room 112 in the Houston Harte University Center, (325) 942-2047. Students with concerns about sexual harassment in the educational environment should review the Student Handbook sections on the Anti-Discrimination Policy and Discrimination and Harassment Grievances and Investigations. Students complaining of sexual harassment in their employment capacity should proceed directly to the Office of Human Resources, East Annex, (325) 942-2168.

3. **Students with Disabilities**
   Students with grievances related to discrimination on the basis of a disability should review the Student Handbook sections on the Anti-Discrimination Policy and Discrimination and Harassment Grievances and Investigations. The grievance process would include the Director of Student Services. Any students seeking remedy on the basis of a disability must register as a disabled student with Office of Student Affairs and must provide all required documentation of a disability. Students who are denied services or denied a specific accommodation request by the Office of Student Affairs may appeal the decision to the Executive Director of Student Affairs, Room 112 in the Houston Harte University Center, (325) 942-2047.

4. **Employment**
   A student who wishes to pursue a grievance concerning employment with the university and who has not found satisfaction or resolution with his or her immediate supervisor or the person in charge of that department may contact the Office of Human Resources, East Annex, (325) 942-2168.

5. **Parking Citations**
   Students may appeal a campus parking citation by downloading the appropriate form from the Parking Services website located at angelo.edu/services/parking_services/. Parking rules and regulations may be accessed from the Parking Services website at angelo.edu/services/parking_services.

**Distribution Policy**

The distribution of literature, publications, books, flyers, handouts, and other forms of advertising media on the campus of Angelo State University by individuals and organizations, other than students, faculty, staff and organizations consisting solely of members of one or more of these classes of individuals, is subject to the Freedom of Expression policy adopted by Angelo State University.

No materials that include “fighting words” expressions, obscenities, vulgarities, libel, slander, expressions that are an incitement to imminent lawlessness, or impermissible solicitation can be distributed.

**Electronic Communication Policy**

1. **Introduction**
   Because of the ever-increasing need for faster and more effective communication to conduct official business more efficiently with students and other members of the ASU community, certain electronic communication standards must be set by the university.
As a result, the university designates RamPort, the ASU Portal, as the primary vehicle for disseminating information internally to the campus in general and collectively to persons with common roles or groups. The primary electronic vehicle for individual communication for both official and general business will be electronic mail (e-mail), which may be accessed through RamPort or other means using a standardized e-mail address determined by the university.

2. **RamPort**
   RamPort is jointly managed by various departments contributing to their specific channels within the portal under the overall supervision of the Office of Communications and Marketing and the Office of Information Technology. These offices have authority to supervise and modify all channels to ensure that they follow all applicable university policies and procedures and that they put forward a positive image of and for the university to various constituents including, but not limited to, students, faculty, staff, prospects, alumni and others.

   Guidelines for the use, implementation and look of RamPort are maintained under the direction of the supervising departments that can make policy recommendations for ultimate approval by the university administration.

3. **Electronic Mail (e-mail)**
   E-mail serves as a mechanism for official university communication to students and selected ASU constituencies. An ASU e-mail address is assigned to current students as well as faculty and staff. This e-mail address is their required address for official electronic communication from the university. No other e-mail addresses may be substituted for the university’s assigned e-mail address. As ASU e-mail is maintained on a state-owned network, all e-mail communications are subject to the provisions of the Texas Public Information Act. Consequently, users should not assume a right of privacy.

4. **Emergency Notification System (ASUAlert)**
   a. **ASUAlert** allows the university to contact students, faculty, staff and emergency staff in the community in the event of an emergency by sending messages via:
      - Voice message
      - E-mail
      - Text message
   
   b. The system will be used only for emergencies such as:
      - Campus closings or delays
      - Building emergencies
      - Potential life-threatening situations
      - Extreme weather conditions
   
   c. Individuals desiring to receive **ASUAlert** messages must register for this service. There is no university-assessed fee for **ASUAlert**.
   
   d. Students register by submitting ASUAlert contact information in RamPort by going to the Self-Service channel in the Student Services tab and clicking "Edit ASUAlert Contacts."

5. **Summary**
The electronic communications policy is adopted to ensure that all students and ASU constituencies have access to university-related information in a timely manner, utilizing a standardized methodology that serves the needs of both the university and its various constituencies.

Erection of Structures
Structures may be erected on the campus only in areas designated for that purpose. Permission for the erection of structures in approved areas must be obtained in writing from the Executive Director of Student Affairs.

Freedom of Expression Activities
1. Authority
   The Regents' Rules state, “no individual shall be denied the right to speak within the physical confines of the TTU system on the basis of the views sought to be expressed by the speaker.” Each component institution has been charged with developing operating policies to place reasonable restrictions regarding time, place, and manner for on-campus speech.

2. General Statement
   The open exchange of information, opinions, and ideas between students is an essential element of the campus educational experience. These regulations are intended to protect the interests of all students as well as other members of the Angelo State University community. These regulations presume that students are generally free to engage in freedom of expression activities in those outdoor areas of the campus that are common and accessible to all students, such as park-like areas and sidewalks, without the need of prior approval of the university.

3. Freedom of Speech Activities
   For the purposes of these regulations, the phrase “freedom of expression activities” means those activities that involve public orations, rallies, demonstrations, etc., where the speaker is seeking a public forum for the expression of opinions and ideas. These regulations are not intended to limit or govern private speech that occurs in a social setting among students in campus areas such as residence halls, food service facilities, student lounges and gathering areas, classrooms, etc. In addition, these regulations do not cover activities that are part of a university-sponsored event, such as persons brought to the campus by a university department or program for the expressed purpose of presenting their opinions and ideas.

4. Free Speech Area
   The Angelo State University campus is an open campus for the purposes of student freedom of expression activities. Students are encouraged, and persons and groups not affiliated with the university are required, to use the free speech area(s) of the campus for such activities. Requests to use the free speech area must be submitted to the Executive Director of Student Affairs. Reservations are assigned on a first-come first-served basis.

   The free speech area on the Angelo State University campus is the student gathering area located between the Porter Henderson Library and the Houston Harte University Center. Additional free speech areas may be designated at any time by the university.
In order to maintain an orderly flow of activity on the campus, the Executive Director of Student Affairs or his/her designee is charged with the responsibility of overseeing freedom of expression activities on the campus and for monitoring compliance with university regulations. A decision by the Executive Director of Student Affairs to require a student or group of students to relocate, curtail, or cease their activities may be appealed to the Vice President for Student Affairs and Enrollment Management.

Non-university persons or groups who violate university regulations are subject to removal from university property, as determined by the Executive Director of Student Affairs or his/her designee. A decision to remove a non-university person or group from university property may be appealed to the Vice President for Student Affairs and Enrollment Management.

Any demonstration materials used by students or other groups participating in free speech activities must be held and may not be left beyond the time of the demonstration.

Students engaged in freedom of expression activities on campus may be required to relocate under the following circumstances:

a. The location selected for the activity is inadequate for the purpose for which it will be used (either too close to buildings, not big enough for the event, etc.);

b. The activity substantially interferes with either vehicular or pedestrian traffic;

c. The activity blocks the ingress to or the egress from buildings;

d. The space is not available because of a prior reservation;

e. The activity conflicts with a previously planned university activity;

f. The activity creates a sustained or repeated noise disturbance that substantially interferes with the normal activities of the university;

g. The activity presents an unreasonable danger to the health or safety of the participant(s) or other individuals;

h. The activity is prohibited by local, state, or federal law; or

i. The activity prevents fire protection, law enforcement, or emergency medical service providers from access to areas on the campus.

Students engaged in freedom of expression activities may be subject to disciplinary action under the Code of Student Conduct for the following actions:

a. Activities that are illegal;

b. Activities that deny the rights of other students, faculty and staff of Angelo State University;

c. Activities that substantially obstruct or restrict the free movement of persons on any part of the university campus, including the free entry or exit from university facilities;
d. Activities that deny the use of offices or other facilities by students, faculty, staff, or guests of Angelo State University;

e. Activities that threaten or endanger the health or safety of any person on the university campus;

f. Activities that include the use of obscenities, libelous statements, or “fighting words,” as defined by law;

g. Activities that result in damage to or destruction of university property; and

h. Activities that attempt to prevent a university event or other lawful assembly by the threat or use of force or violence.

**Identification Cards**
The official Angelo State University ID card, the ASU OneCard, is the key to accessing services throughout the campus and also serves as the campus meal card for students who have purchased a meal plan. The first card is issued at no charge and there is a $20.00 fee to replace lost or stolen cards. Students should carry the ASU OneCard with them at all times.

- a. The ASU OneCard is the property of the University.
- b. Students shall not allow their ASU OneCard to be used by other persons.
- c. Students shall not alter their ASU OneCard in any way.
- d. On request, students must present their ASU OneCard to any member of the University faculty, staff, administration, or police.
- e. A student may be required to pay a replacement charge for lost, stolen, or damaged ASU OneCards.

For more information about the features of the ASU OneCard, students should visit the website at [www.angelo.edu/services/asuone](http://www.angelo.edu/services/asuone).

**Involuntary Withdrawals**
Angelo State University seeks to balance the rights of individual students with the rights of the community. In order to maintain the safety of both, some behaviors require consultation among a network of campus professionals to determine the appropriate course of action to address the behavior.

**Statement of Principle**

When a student poses a direct threat to the health or safety of others, and the direct threat cannot be eliminated or reduced to an acceptable level through the provision of reasonable accommodations where required, a student may be involuntarily withdrawn from the university.

**General Procedure**

- a. Notice regarding students who may be direct threats (both self-report and third-party reports) should be made to the Director of Student Services or designee.
“Direct threat” means there is a high probability (not just a slightly increased, speculative, or remote risk) of substantial harm based on observation of a student’s conduct, actions, and statements.

b. The Director of Student Services or designee will review the information presented in the notice including what attempts, if any, have been made to reduce or eliminate the direct threat, such as the student’s voluntary compliance with medical or counseling assistance.

c. The Director of Student Services or designee will notify the student of the concern.

d. The Director of Student Services will request a meeting with the student to inform the student that an individualized, objective assessment will be scheduled within five (5) university business days in order to determine whether the student poses a direct threat to him/herself or others.

The meeting may include, but is not limited to, the discussion of:

- Involvement of parents or significant others;
- Academic progress;
- Living arrangements;
- Previously granted accommodations;
- Confidentiality waivers;
- Other possible accommodations, care and support resources including medical or counseling assistance;
- Withdrawal implications such as financial aid, health insurance, visas, and academic timelines; and
- The option to withdraw voluntarily from the university.

e. If the student does not respond to the request for a meeting or does not attend the meeting, written notice of the pending assessment will be sent via certified mail to the student’s last known official, local address as provided by the student to the Registrar’s Office and/or electronically to the student’s University email account. Students not responding to requests for meetings or assessments may be referred to the Office of Student Affairs for allegations of failure to comply with reasonable directives and/or requests of a University official acting in the performance of his or her duties.

Temporary Suspensions

During the involuntary withdrawal process, if the Director of Student Services or designee determines that an immediate direct threat exists to others or an overt disruption of the campus community has occurred the student may be temporarily suspended pending a final decision on the involuntary withdrawal as long as the student has received notice of the concern, and had an opportunity to address the concern, and the student is afforded a hearing and right to appeal the final decision. During a temporary suspension, the student may not attend classes, use university services and/or resources (except those expressly permitted by the Director of Student Services or designee), and may not be on campus until the proceedings have been resolved. If the student needs to return to campus, the visit must be coordinated through the Director of Student Services and the Angelo State University Police Department.

Involuntary Withdrawal Assessment
a. An individualized, objective assessment will be completed to determine whether a direct threat exists, and if so, whether the student should be permitted to remain enrolled at the university.

b. The assessment will be based on reasonable medical knowledge, using current medical knowledge, or the best available objective information, to assess the student’s ability to safely participate in the university’s programs. The assessment will be in the form of a written report containing the findings and recommendations of the medical and other professionals performing the assessment.

c. Within five (5) university business days from the initial meeting with the student or five (5) university business days from the date of notice regarding the meeting, the student will be scheduled for an assessment with a medical doctor, a licensed counseling or clinical psychologist, and other professionals as appropriate. If appropriate, this assessment would include a counselor from Student Counseling Services.

d. The student may provide information from other medical professionals as part of the assessment.

e. If a student elects not to participate in this assessment, the process will continue with the information that is otherwise available to consider.

f. The assessment will determine:

1. The nature, duration, and severity of the risk;
2. The probability that the potentially threatening injury will actually occur; and
3. Whether reasonable modifications of policies, practices, or procedures will sufficiently mitigate the risk.

Involuntary Withdrawal Committee

a. The assessment report will be forwarded to the Involuntary Withdrawal Committee for review.

b. The Involuntary Withdrawal Committee is comprised of the following voting members: the student’s Academic Dean, Director of Student Counseling Services, the appropriate representative from the Student Health Clinic, the Director of Student Development, and the Director of Student Services. If the student resides in campus housing, the Director of Housing and Residential Programs will also serve as a voting member of the committee. The Director of Student Services will chair the committee. A non-voting resource person may be assigned from the Vice President for Student Affairs and Enrollment Management to present information and assist the committee. The Involuntary Withdrawal Committee will meet with the student in an informal, non-adversarial hearing to review the information collected throughout the process, and discuss the assessment with the student. The student will be permitted an opportunity to address the evidence being considered by the Involuntary Withdrawal Committee.

c. The hearing will be scheduled by the Director of Student Services within five (5) University business days of the completion of the individualized assessment. The student will be provided the information to be considered at the hearing by the Director of Student Services.
in advance of the hearing. The student may elect to attend the Involuntary Withdrawal Committee Hearing and present information on his or her behalf. The student may be accompanied by one or more advisors. A non-voting resource person will present information and act as a recorder for the committee. When deliberating a decision, the Involuntary Withdrawal Committee will meet in closed session with only voting members and the resource person present.

d. Following the hearing, the Involuntary Withdrawal Committee will recommend one of the following:

- The student may remain enrolled at the university with no restrictions;
- The student may remain enrolled at the university subject to specific conditions and/or restrictions as defined by the Involuntary Withdrawal Committee; or
- The student should be involuntarily withdrawn from the university upon a specific date.

Review of the Committee Recommendation
The Director of Student Services will notify the student in writing of the decision within five (5) University business days.

Appeals Procedures
The student may appeal the decision of the Involuntary Withdrawal Committee by submitting a written appeal to the Executive Director of Student Affairs within five (5) university business days. The student will be notified in writing of the final decision within five (5) University business days of receipt of the appeal.

Final Decision
Upon completion of the appeal process or with no receipt of an appeal, the student who is involuntarily withdrawn may not attend class or use university facilities, must vacate university housing within 24 hours and may not return to campus unless approved by the Director of Student Services. Referrals will be made for the student upon request to appropriate community resources; i.e., medical care and housing. The student may be entitled to refunds of prorated tuition, fees, and room and board charges as a result of the involuntary withdrawal based on established university schedules and procedures. A registration hold will be placed on the student’s record at the direction of the Director of Student Services, limiting any subsequent registration until approval is given by the Director of Student Services.

Eligibility for Readmission
Students are eligible for consideration of readmission following an involuntary withdrawal after one calendar year. At that time, the student should present documentation to the Director of Student Services for review. Documentation may include, but it is not limited to, a current psychological evaluation, demonstration of ongoing medical care, and a plan for care upon reenrollment. The documentation shall be presented to the Involuntary Withdrawal Committee for recommendation to the Director of Student Services. A request for reenrollment must be submitted at least 30 days prior to the beginning of the desired enrollment period. Readmission will be contingent upon demonstration or documentation that the student is no longer a direct threat, and upon meeting established university admission deadlines and requirements.
Placing of Banners or Signs on Buildings
No banners or signs are to be placed on vehicles or buildings or suspended between structures on the campus without the written approval of the Executive Director of Student Affairs. Nothing may be painted on the sidewalks or on the walls of university buildings.

Posting Rules and Regulations
1. Scope
This policy applies to all Angelo State University students, faculty, staff, and their registered campus organizations that are directly associated with Angelo State University programs and activities. Section 3, items e, f, g, are not applicable to Administrative units, academic departments, and the Student Body elections. ASU does not allow any outside postings or solicitation of any kind. However, students may be required to provide verification of current student status upon request.

2. Definitions
For the purposes of this policy, the terms “sign” and “signs” shall include, but are not limited to, billboards, decals, notices, table tents, flyers, placards, posters, banners, and hand-held signs. “Posting” shall refer to any means used to display one or more signs.

3. Procedural Regulations
a. Individuals and campus organizations have and assume full responsibility and liability for the signs which they post, and should realize that legal action against persons or members of groups who participate in defamatory action, intentional infliction of emotional distress, or such other causes recognized and allowed by law may be possible.

b. No object, other than a sign, may be posted on university property unless approved in writing by the Executive Director of Student Affairs.

c. Posters, signs, and announcements may be displayed only on University announcement bulletin boards and approved digital signage designated specifically for use by students and registered student organizations. The University announcement bulletin boards may be used only by students, faculty, staff, and their registered campus organizations. Posting must be conducted in compliance with this policy and university guidelines regarding the reasonable time, place, and manner in which signs may be posted.

d. Posters, signs, and announcements shall not exceed a maximum size of 18” x 24”.

e. Posters, signs, and announcements shall not promote the use of alcoholic beverages, tobacco, or illegal drugs;

f. Posters, signs, and announcements shall not promote unauthorized sponsorship by Angelo State University.

g. Posters, signs, and announcements shall not violate any local, state, or federal law.

h. Posting in university buildings is permitted in designated areas approved for that purpose. All bulletin boards in the university buildings that are under the jurisdiction of a department, college, or administrative office that maintains them are for departmental use only. Only one sign of a particular announcement may be posted on an individual bulletin board/posting area. A current list of posting areas and those in charge of bulletin boards is available at the University Center Information Desk.

i. The individual or campus organization wishing to post a sign must submit two copies of the sign to be posted to the University Center Program Office at least twenty-four (24) hours in advance of the proposed posting. Weekends and holidays shall not be included in the calculation of the 24-hour period. The proposed sign will be checked for compliance with this policy.
j. Each sign to be posted must contain the following information on the front of the sign:
   1. The name of the individual or organization responsible for posting the sign. The name of the individual or organization must be fully spelled out in print which must be at least ¼" in height. Organizations must also include the name of an individual who is the authorized representative of the organization; and
   2. The legible signature of the individual or the authorized representative.

k. The current address and telephone number at which the individual or authorized representative may be contacted, or where comments or informational requests can be sent, must be filed with the University Center Program Office personnel when a sign is posted.

l. All signs to be posted on university property must be stamped and dated by staff personnel at the University Center Program Office. Signs complying with this policy will be stamped and dated in the lower right-hand corner by the University Center Program Office personnel and will be available for pickup by the responsible party within twenty-four (24) hours of their receipt. Weekends and holidays shall not be included in the calculation of the 24-hour period (one full business day). The party responsible for posting the sign shall bear the responsibility of picking up the stamped/dated sign from the University Center Program Office.

m. Signs may be posted for a maximum of fourteen (14) days. The signs must be removed no later than the stamped removal date by the person responsible for posting the sign. Signs relating to a particular event must be taken down by 5:00 p.m., on the next class day after the event. The person or organization shall clean and remove any litter that results from the posting of the signs. In the event that such persons or organizations fail to abide by this provision of the posting policy, the University Center Program Office staff shall be authorized to remove the sign(s). A first-degree penalty letter will be sent out. See section 6. Penalties.

n. Signs to be posted out of doors may be displayed at one or more of the official posting areas designated by the university. Only one sign regarding a particular announcement may be posted at each outdoor posting area.

o. No individual may remove a sign posted in accordance with these rules without the authorization of the Student Life Office, University Center Program Office, or the individual or organization posting the sign.

p. Posting of signs may be prohibited for failure to follow the reasonable time, place, and manner restrictions included in the posting guidelines. See section 6. Penalties.

q. Printed materials may not be placed on vehicles parked in University parking lots or on vehicles in motion without permission of the vehicle owners.

r. Use of the Angelo State University campus that results in the need to utilize University personnel for litter collection, crowd control, repair/replacement of University property, etc., may necessitate repayment to the University by the responsible party.

s. Students may be required to provide verification of current student status upon request.

4. Violent or Obscene Speech
   The four (4) exceptions to speech (expression which may be restricted) are: Violence, Obscenity, Defamation, and Commercial Speech.
   a. Posting of signs may be prohibited based upon written or graphic expressions which are an incitement to imminent lawlessness. The university will give careful consideration to the actual circumstances surrounding such expression, and a decision to refuse posting will only occur if it appears that such provocation causes an immediate likelihood of violence or illegal acts.
   b. Posting of signs may be prohibited based upon “fighting words” expressions. “Fighting words” are similar expressions of imminent lawlessness, except they are addressed to
individuals on a personal scale. Careful consideration must be given to the actual circumstances surrounding each expression.

c. Posting of signs may be prohibited based upon obscenity. In determining what constitutes obscene material, a three-part test applies:
   a. The average person, applying contemporary community standards, would find that the work, taken as a whole, appeals to the prurient interest in sex;
   b. The work depicts or describes in a patently offensive way, sexual conduct specifically defined by the applicable state law; and
   c. The work, taken as a whole, lacks serious literary, artistic, political, or scientific value.

d. The Executive Director of Student Affairs is responsible for determining that sign content meets the established regulation. Before a decision is reached on whether to prohibit posting based on any of the above grounds, the Executive Director of Student Affairs shall meet with the student(s), faculty, staff, or organization representative(s) involved and allow for input and discussion. Procedures for prohibiting the posting of signs are as follows:
   a. The Executive Director of Student Affairs may contact the System Attorney for advice and shall obtain approval to proceed with the prohibition from the president of the university or his/her designated representative. The decision to proceed with prohibition must be made within seventy-two (72) hours from the time of the meeting between the student(s), faculty, staff, or organization representative(s) and the Executive Director of Student Affairs. Weekends and holidays are not included in the calculation of the 72-hour period.
   b. Upon deciding to proceed with this prohibition, an appointment will be made and a written notice must be given to the individual or organization involved. Such notice shall include a copy of this policy and shall cite the specific section that the university believes has been violated.
   c. The prohibition on the posting of the sign in question shall continue unless a court of proper jurisdiction overrides the prohibition.

5. Other Regulations
   a. Anyone who violates this policy may be disciplined pursuant to the Texas Tech University System, Rules and Regulations, and university policies.
   b. Signs posted pursuant to this policy which interfere with the free and unimpeded flow of pedestrian or vehicular traffic can be removed by the university.
   c. Signs posted pursuant to this policy which materially disrupt or interfere with the normal activities of the university can be removed by the university.

6. Penalties
   a. First offense: A letter will be submitted to the organization’s Advisor and President, informing them of the infraction. For each offense, a letter will be put in the organization’s official file in the Student Life Office.
   b. Second offense: The University Center Program Office has the right to cancel the organization’s posting privileges for 30 class days.
   c. Third offense: The University Center Program Office has the right to cancel the organization’s posting privileges for 90 class days.
   d. Fourth offense: The University Center Program Office has the right to cancel the organization’s posting privileges for 1 (one) calendar year from the last infraction.

Helpful Reminders About Posting
1. A number of university buildings have general use bulletin boards for student posting. Designated departmental bulletin boards may not be used without approval from the appropriate department head.
2. Outdoor posting boards are located at Roscoe’s Den facility and along the exterior wall of the University Center, facing the Porter Henderson Library.

3. All of the residence hall supervisors and apartment managers have a box located in the Mayer Administration Building marked “Housing and Residential Programs”. Flyers or information for residence halls’ bulletin boards should be placed in this box and the supervisors and managers will post them in the respective buildings.

4. Specific sections of the general posting policy do not apply to administrative units, academic departments and to Student Body elections which are governed by the Student Election Code.

Privacy of Student-Occupied Units
The privacy of student residential units in university housing shall be respected, and a unit will not be entered without knocking. In the absence of occupants, authorized university personnel may enter units for routine inventory, maintenance or repair, and health or safety inspections. Authorized university personnel may conduct a search of a student residential unit to determine compliance with university policies, federal, state, or local law where there is reasonable cause to believe that a violation has occurred or is taking place.

As routine procedure, personal belongings of students will not be searched. However, in situations where there is reasonable cause to believe that a violation of university policies, or federal, state, or local law has occurred or is occurring, the student may be asked to open all drawers, luggage, or other personal possessions during a search. In situations involving a violation of state or federal law, if the student chooses not to assist in this manner, the University Police Department may be requested to obtain a search warrant for this purpose.

In an emergency, it may be neither safe nor possible to follow the above procedures regarding search of personal belongings. These exceptions will be rare and will include only situations where, in the judgment of the Director of Housing and Residential Programs or his/her designated representative, an immediate danger to the safety of the building and/or its occupants exists.

Solicitation
Solicitation of students or groups for the purpose of selling merchandise or services or obtaining contributions on campus or off campus by registered university organizations is subject to written authorization by the Executive Director of Student Affairs.

All proceeds from sales must be used toward fulfilling the purposes of the soliciting organization. Requests for authorization to solicit must be made through the Executive Director of Student Affairs at least three days prior to the event.

Student Dress on Campus
The university assumes that the ASU student is a professional person, cognizant of common standards of decency in the determination of acceptable wearing apparel. The student’s mode of dress is considered to be a matter of personal taste as long as common standards of decency are followed.

Common standards of decency imply recognition of the social obligation to the university community and the responsibility to dress in a manner that will not distract from the academic atmosphere of the library, classrooms, and other facilities. Dress standards require that students wear shoes and be appropriately clothed at all times in academic buildings, library, cafeterias, and all other public buildings.
Any additional ad hoc requirements for ASU functions are reserved for determination by the sponsoring organization.

**Use of Advertising Media**
Only official university academic and administrative departments and registered student organizations may represent themselves as associated with Angelo State University in any advertising, publicity or promotional purpose.
UNIVERSITY HONOR CODE

Student Academic Honor Code Statement
Angelo State University students shall maintain complete honesty and integrity in their academic pursuits.

Academic Honor Code
The Academic Honor Code describes expected academic behavior of both faculty and students. It consists of an agreement between the student and the academic community to foster academic integrity, to value student educational goals, and to maintain the positive academic reputation of Angelo State University. The specific goals of the code are to understand clearly regulations involving academic integrity and the disciplinary consequences of failing to adhere to the Academic Honor Code and to maintain an environment in which students and faculty are free to express concerns related to the academic integrity of their work.

Student Responsibility
It is the responsibility of every student at Angelo State University to ensure that this code of conduct is adhered to, and it is the student's responsibility to report violations of academic dishonesty to the appropriate faculty member. Therefore, students are expected to familiarize themselves with the Academic Honor Code as well as the individual academic requirements and stipulations for each course. This includes carefully reading the Angelo State University Student Handbook, reading the syllabus of each course and asking for clarification of any ambiguous aspect of the syllabus. In the event that a student has any question concerning academic integrity or the actions of another student, it is the student's obligation to bring the matter to the attention of the appropriate faculty member. If the student cannot resolve the issue at the level of the course instructor, then the student should bring the matter to the attention of the faculty member's department chair.

Faculty Responsibility
The Academic Honor Code is a code of conduct for both students and faculty. Each faculty member should strive to create an environment in which academic honesty and personal ethics are held in the highest regard. In a case of suspected academic dishonesty, the faculty member must protect the student's privacy. Faculty should work to:

1. Develop a course syllabus that clearly outlines course expectations. At minimum, the syllabus should direct students to review the Academic Honor Code.
2. Clearly document any penalized violation of Academic Integrity, with the records kept at the Office of Student Affairs separate from any other student records.

The faculty member may take any or all of the following actions in a case of academic dishonesty:

1. F on the work;
2. F in the course;
3. Report the student to the department chair;
4. Refer the case to the Academic Integrity Committee.

Revisions to the Academic Honor Code
Suggested changes to the Academic Honor Code shall be forwarded to the Academic Integrity Committee for review. If the committee approves these changes, they will be made according to the approved procedure for revision of university academic policy.
Procedures
Academic Integrity
Angelo State University "expects all students to engage in all academic pursuits in a manner that is above reproach and to maintain complete honesty and integrity in the academic experiences both in and out of the classroom." Academic integrity means the student does his or her own academic work, unless the instructor explicitly permits collaboration. Academic work that was developed through collaboration or academic references must clearly indicate the location and author of the original source, and students may not fabricate or represent academic work involving data collection and analysis as original work if obtained from a secondary source. "The university may initiate disciplinary proceedings against a student accused of any form of academic dishonesty, including, but not limited to," the information listed below:

1. Plagiarism
   Plagiarism means the appropriation and the unacknowledged incorporation of another's work or idea into one's own work offered for credit. Plagiarism includes, but is not limited to, the following:
   a. Failing to acknowledge properly a statement, idea, or statistic made by another individual in the body of a work;
   b. Taking a whole section of somebody else’s work and placing it in the body of your own work without properly acknowledging the contributor;
   c. Representing somebody else’s work as that of your own.

2. Cheating
   There are many different forms of cheating, but they all involve achieving an unfair advantage in academic work. Examples of cheating may include, but are not limited to, the following:
   a. Use, during an examination or quiz, of any electronic device programmed with formulas or course information the student is supposed to know;
   b. Copying answers from another individual’s test, homework assignment or laboratory manual;
   c. Using notes or any other prohibited source of information not allowed to be used during an examination or quiz;
   d. Collaborating with others on an assignment that is not specified to be worked on either by collaboration or in a class group;
   e. Incorporating the ideas or criticisms of another individual into the body of a work that substantially changes the nature of the work without properly acknowledging the contributor. This may include asking somebody to help rewrite a paper that the student originally wrote;
   f. Having another individual take an examination for you;
   g. Changing an answer on a test that has already been graded and requesting a correction from the instructor;
   h. Participation in any activity or action that affords an unfair academic advantage to a student;
   i. Deliberate acts which limit the ability of a student to perform to the best of the student’s ability in a course (destroying lecture notes, removing batteries from a calculator, removing an assignment that has been turned in to the instructor);
   j. Using all or part of any work developed or produced for credit in one course for credit in a different course without the instructor's approval;
k. Assisting another student to be academically dishonest.

3. Fabrication
   Fabrication involves, but is not limited to, the presentation of data that was never collected. This may also involve the manipulation of another individual’s data to hide its original source.

4. Misrepresentation
   Misrepresentation involves the deliberate act of presenting an idea with the intention of deceiving or being unfair. Examples of misrepresentation may include, but are not limited to, the following:
   a. Manipulating figures or statistics to support an idea or hypothesis with the foreknowledge that what they are representing is incorrect;
   b. Lying to an instructor in order to achieve a higher grade or special consideration. This may include lying about an illness in the family or the time that an assignment was turned in for corrections;
   c. Lying about or distorting facts when confronted with or reporting allegations of academic dishonesty or when appealing a grade in a course.

5. Conspiracy
   In the context of academic honesty, conspiracy involves a deliberate collaborative effort to change the evaluation process in a course. Examples of academic conspiracy may include, but are not limited to, the following:
   a. Getting students to agree to not show up to a course on a particular day;
   b. Agreeing to do poorly on a test or test question in order to influence the curve distribution in a course;
   c. Limiting student access to electronic files placed in the library or on selected computers on campus through a coordinated effort;
   d. Manipulating the evaluation of an instructor or student in a course;
   e. Mutual cooperation that provides an unfair advantage or disadvantage to an individual or group;
   f. Offering bribes in exchange for a better grade in a course.

6. Misuse of Library Materials (in any format)
   This primarily involves, but is not limited to, limiting other students’ access to library material, such as deliberately misplacing library materials to prevent other students from locating them or removing materials from the library without authorization. This may also involve, but is not limited to, the destruction of library resource materials in order to make them unavailable for use by other students in a class. Students should adhere to the "Library Code of Conduct." (http://www.angelo.edu/services/library/policies/ppm11.html)

7. Misuse of Technology
   Deliberate misuse of technology to gain an academic advantage. Students should adhere to OP 44.00 Information Technology Operating and Security Policy/Procedures found at: http://www.angelo.edu/opmanual/index.html#44.

8. Disciplinary Procedures for Academic Dishonesty
   a. All academic dishonesty cases must be first considered and reviewed by the faculty
member. If the faculty member believes that an academic penalty is necessary, he/she may assign a penalty. At this time the faculty member will report the finding to the Director of Student Services even if a penalty was not issued. The faculty member will notify the student of the academic dishonesty finding and of any penalties issued and the right to appeal to the department chair or the department chair’s designee; however, it is the student's ultimate responsibility to know his/her rights to appeal. The student must appeal the faculty member’s decision within five business days. The department chair or designee will review the appeal and make his/her ruling in writing. The department chair will notify his or her academic dean and the department chair will file a copy of the ruling with the Director of Student Services. The student may appeal the decision of the department chair to the Academic Integrity Committee. The student or faculty member then has the right to appeal to the Academic Integrity Committee.

Additionally, penalties for students with one or more reported violations of academic dishonesty will be assessed by the academic dean of the student’s major. The academic dean will meet with the student to discuss all academic dishonesty cases and associated penalties assigned. The student may appeal the decision of the academic dean to the Academic Integrity Committee.

Appeals to the Academic Integrity Committee must be within five (5) University business days of the issuance of a penalty, and the appeal must be written. The parties involved will be given at least five business days’ notice as to the date, time, and location of the hearing. The hearing shall be conducted in accordance with the procedures adopted by the university that assure both parties the following minimal rights:

(1) Although all involved parties should be present for the hearing to proceed, the hearing may proceed notwithstanding any party’s failure to appear, provided he or she has been given proper notice of the hearing.
(2) Each party shall have the right to present evidence and each party shall have the right to be assisted by counsel of choice; however, the parties directly involved must present the evidence and ask questions.
(3) The hearing will be recorded. If either party desires to appeal the finding, a copy of the recording will be produced at the expense of the party appealing the finding, and both parties will be furnished a copy.

b. Disciplinary Process

The Academic Integrity Committee shall review any allegations of academic dishonesty that cannot be resolved at the level of the appropriate department chair, and the committee can make recommendations to the student, faculty, and administrators. The Academic Integrity Committee shall render a decision within five business days of the hearing and shall, if necessary, make a recommendation to the Provost and Vice President for Academic Affairs. After reviewing the available information and recommendations, the Provost and Vice President for Academic Affairs will notify both parties of his/her decision. The decision of the Provost and Vice President for Academic Affairs will be final. The recommendation from the Academic Integrity Committee can include, but is not limited to, the following:

(1) Determine no violation occurred.
(2) Uphold the department chair’s ruling.
(3) Ineligibility for election to student office for a specified period of time.
(4) Removal from student organization office for a specified period of time.
(5) Loss of or ineligibility for a student grant, loan, or scholarship.
(6) Denial or non-recognition of a degree.
(7) Suspension from the university for a specified period of time. During suspension, a student shall not attend classes or participate in any university campus activities.
(8) Dismissal for an indefinite period of time.
(9) Expulsion without possibility of readmission.
(10) Additional penalties listed in the Code of Student Conduct.

c. Academic Integrity Committee

The Academic Integrity Committee shall be comprised of nine members, including four members appointed by the Faculty Senate and five members appointed by the Student Senate. All appointments will be for one-year terms and each body should strive to represent each college. Each year the committee will elect a chair from the student appointees and a vice chair from the faculty appointees. During an appeal to the Academic Integrity Committee, the hearing committee will consist of five members of the Academic Integrity Committee. This committee will consist of two faculty and three student members. This hearing committee should strive for equal representation of colleges and schools. The committee will vote by anonymous, written ballot, and the chair of the committee will only vote in order to break a tie. In addition, the Executive Director of Student Affairs or an appointed representative will serve as an advisory, non-voting, member of the Academic Integrity Committee, providing necessary advice and ensuring that the proper procedures are followed at all times. This representative will serve as a resource for any party involved in the appeal. The Executive Director of Student Affairs will be charged with proper training of committee members. Responsibilities of the Academic Integrity Committee include, but are not limited to, the following:

(1) Helping students and faculty resolve disputes or questions concerning academic integrity;
(2) Maintaining confidentiality regarding issues discussed by the committee;
(3) Providing information to the Angelo State University community of the Honor Code and proper academic conduct;
(4) Reviewing suggested changes to the Honor Code to reflect recent developments in technology or academic honesty.
CODE OF STUDENT CONDUCT

The Code of Student Conduct outlines behavioral standards developed by the University community for students and student organizations and the related procedures for addressing misconduct. Students and student organizations are responsible for actions that constitute misconduct and violate the Code of Student Conduct. Any student or student organization found responsible for misconduct may be subject to conduct sanction(s), condition(s), and/or restriction(s).

The Code of Student Conduct and related processes educate students about their rights and responsibilities while promoting holistic development, self-worth, and mutual respect for all members of the University community. Freedom of discussion, inquiry and expression is also fostered by an environment in which the privileges of citizenship are protected and the obligations of citizenship are understood.

A. Disciplinary Authority

The authority to enact and enforce regulations of the University is vested in the Board of Regents. The responsibility for enforcing the regulations and imposing penalties is delegated to the Chancellor and/or President of the University and any University officials the President designates. The Vice President for Student Affairs and Enrollment Management, the Executive Director of Student Affairs, the Director of Student Services, and the Director of Housing and Residential Programs are the principal agencies for the administration of student conduct as designated by the President.

1. Jurisdiction

The University community has developed standards of behavior pertaining to students and to student organizations. Students and registered student organizations are subject to conduct action according to the provisions of the Code of Student Conduct. The University respects the rights and responsibilities of students and will consider each violation of University policy and each violation of federal, state and/or local law on a “case-by-case” basis and will further attempt to initially use educational options and subsequent intervention and/or prevention options to assist students.

The Code of Student Conduct applies to behaviors that take place on University premises, at University-sponsored activities and events, and may apply to off-campus behavior when the Executive Director of Student Affairs or Director of Student Services determines that the off-campus conduct affects a substantial University interest, such as situations where a student’s conduct may present a danger or threat to the health or safety of him/herself or others; situations that infringe on the rights of other students; situations causing significant disruption to the educational community or detrimental to the educational mission of the University. Proceedings under the Code of Student Conduct may be carried out prior to, independent of, concurrent with or following civil or criminal proceedings.

2. Timelines

It is recommended that reports of alleged violations of the Code of Student Conduct should be received by the Office of Student Affairs within ten (10) University business days of the alleged incident to initiate conduct procedures. There is no time limit on
reporting violations; however, the longer someone waits to report an offense, the more difficult it becomes to obtain information and evidence regarding the incidents.

Incidents should be resolved, including appeal, within sixty (60) days of notice regarding the incident. This timeline may vary depending on the availability of students to participate in the process, availability of evidence, and other delays.

3. Notice
Notice is deemed to have been properly provided when written notification is placed in First Class U.S. Mail, campus mail, sent to the student’s officially assigned Angelo State University email address, or personally delivered to the student no less than five (5) University working days prior to the scheduled appearance. Failure of a student to receive notice does not prevent the conduct proceedings from being carried out. After proper notice has been given to the student, the Student Conduct Officer or designee may proceed with the review process and may issue a failure to comply code violation against the student.

Students are advised to keep their most current local address, permanent address, email address and local telephone number updated in the student records system at ramport.angelo.edu.

4. Standards of Evidence
The proceedings are not restricted by the rules of evidence governing criminal and civil proceedings. The standard of proof used in University judicial proceedings is the preponderance of evidence, or more likely than not.

B. Misconduct
1. Academic Dishonesty
See “University Honor Code” in this Handbook.

2. Actions Against Members of the University Community and Others
   a. Disruptive and/or Obstructive Conduct
      Intentional or reckless behavior that disrupts the normal operation of the University, its students, faculty and/or staff, including, but not limited to the disruption or obstruction of:
         i. Teaching
         ii. Research
         iii. Administration
         iv. Free flow of pedestrian or vehicular traffic on University premises
         v. Academic mission or pursuits
         vi. Residential communities
         vii. Social activities
   b. Harmful, Threatening, or Endangering Conduct
      Intentional or reckless behavior that harms, threatens, or endangers the physical or emotional health or safety of self or others, including, but not limited to acts such as:
         i. Physical or verbal abuse or assault as defined in the Texas Penal Code
         ii. Threats
            a. Written or verbal acts that would cause significant distress or fear in a reasonable person or that a reasonable person would interpret as a
serious expression of a threat or intent to inflict bodily harm upon specific individuals or groups of individuals.

iii. Intimidation
   a. An implied threat or act that causes a reasonable fear of bodily harm in another.

iv. Intimate partner / relationship violence
   a. Violence or abuse, verbal or physical, by a person in an intimate relationship with another.

v. Bullying / cyber bullying
   a. Repeated or severe aggressive behaviors that intimidate or intentionally harm or control another person physically.
   b. Severe, pervasive, and objectively offensive behaviors that intimidate or intentionally harm or control another person emotionally.

vi. Stalking
   a. Behavior which includes, but is not limited to, knowingly and repeatedly engaging in conduct that the individual knows or reasonably believes the other person will regard as threatening or would cause a reasonable person to be fearful. See Section 42.072 of the Texas Penal Code.

c. Sexual Misconduct
   Nonconsensual conduct of a sexual nature that is sufficiently severe, persistent, or pervasive that it unreasonably interferes with the student’s educational experience.
   1. Sexual Harassment
      Unwelcome verbal, written or physical conduct of a sexual nature that is sufficiently severe, persistent, or pervasive that it unreasonably interferes with the student’s educational experience.
   2. Nonconsensual Sexual Contact
      Intentional sexual touching, however slight and with any object or part of one’s body, of another’s private areas without consent. Private area includes butt, breasts, mouth, genitals, groin area, or other bodily orifice.
   3. Nonconsensual Sexual Intercourse
      Sexual penetration or intercourse, however slight and with any object, without consent. Penetration can be oral, anal, or vaginal.
   4. Sexual Exploitation
      Taking non-consensual or abusive sexual advantage of another for his/her own advantage or benefit. Harassing behavior that includes, but is not limited to, invasion of sexual privacy, sexual voyeurism, recording another person engaged in a sexual act or other private activity, inducing another to expose his/her genitals or private areas, prostituting another student, and engaging in sexual activity while knowingly infected with an STD.

c. Hazing
   Intentional, knowing, or reckless act directed against a student by one person acting alone or by more than one person occurring on or off University premises that endangers the mental or physical health or safety of a student for the purpose of pledging or associating with, being initiated into, affiliating with, holding office in, seeking and/or maintaining membership in any organization whose membership consists of students. Consent and/or acquiescence by a student or students subjected to hazing is not a reasonable defense in a disciplinary proceeding. Hazing includes, but is not limited to:
1. Any type of physical brutality, such as whipping, beating, using a harmful substance on the body or similar activity.

2. Any type of physical activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of a student, such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics.

3. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug or other substance which subjects a student to an unreasonable risk of harm or which adversely affects the mental or physical health or safety of a student.

4. Any activity that intimidates or threatens a student with ostracism, that subjects a student to extreme mental stress, shame or humiliation, adversely affects the mental health or dignity of a student, or discourages a student from entering or remaining enrolled at the University, or may reasonably be expected to cause a student to leave the organization or the University rather than submit to acts described above.

5. Any activity in which a person solicits, encourages, directs, aids or attempts to aid another in engaging in hazing; intentionally, knowingly or recklessly permits hazing to occur; has firsthand knowledge of the planning of a specific hazing incident which has occurred and knowingly fails to report the incident in writing to the Office of Student Affairs.

6. Any activity in which hazing is either condoned or encouraged or any action by an officer or combination of members, pledges, associates or alumni of the organization of committing or assisting in the commission of hazing.

   NOTE: See Texas Education Code, Sections 37.151-37.155 and Section 51.936 at http://www.statutes.legis.state.tx.us/?link=ED.

d. Discriminatory Harassment
Conduct based on a student’s sex, race, national origin, religion, age, disability, sexual orientation, or other protected categories, classes, or characteristics that is sufficiently severe, persistent, or pervasive that it adversely affects the victim’s education or creates an intimidating, hostile, abusive or offensive educational environment which interferes with the student’s ability to realize the intended benefits of the University’s resources and opportunities.

e. Retaliation
Intentional, adverse action taken, absent legitimate non-discriminatory purposes, that harms an individual as reprisal for filing or participating in a conduct process, grievance process, or other protected activity.

   NOTE: Actions involving free expression activities are covered in the Student Handbook.

3. Alcoholic Beverages
a. Use, possession, sale, delivery, manufacture or distribution of alcoholic beverages, except in accordance with federal, state, local law, and/or Angelo State University policy.

b. Being under the influence of alcohol and/or intoxication as defined by federal, state, local law and/or Angelo State University policy.

4. Narcotics or Drugs
a. Use, possession, sale, delivery, manufacture or distribution of any narcotic, drug, medicine prescribed to another person, synthetic cannabinoids, chemical compound or other controlled substance, except in accordance with federal, state, local law, and/or Angelo State University policy.

b. Possession of drug-related paraphernalia, except in accordance with federal, state, local law, and/or Angelo State University policy.

c. Being under the influence of narcotics, drugs, medicine prescribed another person, synthetic cannabinoids, chemical compound or other controlled substance, except in accordance with federal, state, local law, and/or Angelo State University policy.

5. Firearms, Weapons and Explosives
   Use or possession of any items used as weapons, including, but not limited to, handguns, firearms, ammunition, fireworks, pellet guns, paintball guns, BB guns, knives, or explosive or noxious materials on University premises except in accordance with federal, state, local law, and/or Angelo State University policy.

   NOTE: See the Angelo State University Residence Hall Handbook for specific approved devices allowed in the residence halls.

6. Flammable Materials/Arson
   a. Use or possession of flammable materials, including incendiary devices or other dangerous materials, or substances used to ignite, spread, or intensify flames or fire, except as expressly permitted by University officials.
   
b. Attempting to ignite and/or the action of igniting University and/or personal property on fire either by intent or through reckless behavior that results, or could result, in personal injury or property damage of University premises.

7. Theft, Damage, Littering or Unauthorized Use
   a. Attempted or actual theft of property or services of the University, other University students, other members of the University community, or campus visitors.
   
b. Possession of property known to be stolen or belonging to another person without the owner’s permission.
   
c. Attempted or actual damage to property owned or leased by the University, littering (as defined by the State of Texas Health and Safety Code, Section 365.011.6) on grounds owned or leased by the University, by other University students, other members of the University community, or campus visitors.
   
d. Attempted or actual unauthorized use of a credit card, debit card, student identification card, cell phone, personal identification number, test number, RamPort account information, ASU OneCard account information, and/or personal check, or other unauthorized use of personal property or information of another.
   
e. Alteration, forgery or misrepresentation of any form of identification.
   
f. Possession or use of any form of false identification.
   
g. Failure to meet financial obligations owed to the University, or components owned or operated by the University, including, but not limited to, the writing of checks from accounts with insufficient funds.

8. Gambling, Wagering, Gaming and/or Bookmaking
   Gambling, wagering, gaming and bookmaking as defined by federal, state, local laws, and/or Angelo State University policy are prohibited on University premises involving the use of University equipment or services.
9. False Alarms or Terroristic Threats
Intentional sounding of a false fire alarm, falsely reporting an emergency or terroristic threat in any form, issuing a bomb threat, constructing mock explosive devices, destruction or activation of fire sprinklers, filing false police reports, or improperly possessing, tampering with or destroying fire equipment or emergency signs on University premises.

10. Unauthorized Entry, Possession or Use
a. Unauthorized entry into or use of University premises or equipment including another student’s room.
b. Unauthorized possession, use, duplication, production or manufacture of any key or unlocking device, University identification card or access code for use in university premises or equipment.
c. Unauthorized use of the University name, logo, registered marks or symbols; however, registered student organizations are permitted to use the word “ASU” as a part of their organizational names or to use the complete statement “a registered student organization at Angelo State University.”
d. Unauthorized use of the University name to advertise or promote events or activities in a manner that suggests sponsorship and/or recognition by the University.

11. Failure to Comply
a. Failure to comply with reasonable directives and/or requests of a University official acting in the performance of his or her duties.
b. Failure to present student identification on request or identify oneself to any University official acting in the performance of his or her other duties.

12. Abuse, Misuse or Theft of University Information Resources
Unauthorized use of University information resources is prohibited, and may be subject to criminal prosecution in addition to disciplinary sanctions, conditions and/or restrictions pursuant to the Code of Student Conduct. “Information resources” means procedures, equipment and software, regardless of location, that are employed, designed, built, operated, and maintained to collect, record, process, store, retrieve, display, and transmit University information, and associated personnel, including consultants and contractors, regardless of whether the personnel are employed by the University or retained as independent contractors. Usage of Angelo State University information resources may be subject to security testing and monitoring, and users have no expectation of privacy except as otherwise provided by applicable privacy laws. Use of information resources is also subject to the Information Technology Security Policies, OP 44.00, University Operating and Security Policies, and other applicable laws. Abuse, misuse, or theft of University information resources includes, but is not limited to the following:

a. Unauthorized use of University information resources including, but not limited to, private information and passwords, including the unauthorized sharing of private Information or passwords with individuals who otherwise have no authority to access University information resources.

b. Use of University information resources for unauthorized or nonacademic purposes including, but not limited to, illegal access, attempted or actual unauthorized accessing, copying, transporting or installing programs, records, data, or software belonging to the University, another user, or another entity, and/or illegal activity
(e.g., sharing copyrighted materials or media).

c. Using University information resources to violate Section B.2. **Actions Against Members of the University Community or Others.**

d. Attempted or actual breach of the security of another user’s account and/or computing system, depriving another user of access to Angelo State University information resources, compromising the privacy of another user or disrupting the intended use of computing or network Angelo State University information resources.

e. Attempted or actual use of Angelo State University information resources for unauthorized political or commercial purposes, or for personal gain.

f. Access, creation, storage, or transmission of material deemed obscene (as defined by Chapter 43 of the State of Texas Penal Code on Public Indecency or other applicable laws). Exceptions may be made for academic research where this aspect of the research has the written consent of the Department Head. Discovery of obscene material, including child pornography, on any Angelo State University information resource must be reported to the Information Security Office or Chief Information Officer immediately.

g. Attempted or actual destruction, disruption or modification of programs, records or data belonging to or licensed by the University or another user or destruction of the integrity of computer-based information using Angelo State University information resources.

h. Attempted or actual use of the computing and/or networking facilities Angelo State University information resources to interfere with the normal operation of the University’s computing and/or networking systems; or through such actions, causing a waste of such resources (e.g. people, capacity, computer).

i. Intentional “spamming” of students, faculty or staff (defined as the sending of unsolicited and unwanted e-mails, electronic communications including, but not limited to, e-mails and text messages to parties with whom the sender has no existing business, professional or personal acquaintance) using Angelo State University information resources.

13. Providing False Information or Misuse of Records

   Knowingly furnishing false information to the University, to a University official in the performance of his or her duties, or to an affiliate of the University, either verbally or through forgery, alteration or misuse of any document, record or instrument of identification.

14. Skateboards, Rollerblades, Scooters, Bicycles or Similar Modes of Transportation

   Use of skateboards, rollerblades, scooters, bicycles or other similar modes of transportation in University buildings or on University premises in such a manner as to constitute a safety hazard or cause damage to University or personal property.

   NOTE: Refer to University Parking Services Regulations at http://www.angelo.edu/services/parking_services.

15. Violation of Published University Policies, Rules or Regulations
Violation of any published University policies, rules or regulations that govern student or student organization behavior, including, but not limited to, violations of
a. University Parking Services
b. University Student Housing
c. University Recreation (UREC)
d. Texas Tech University System Board of Regents’ Rules
e. Angelo State University Operating Policies and Procedures
f. Community Policies of the University listed in this handbook

16. Violation of Federal, State, Local Law
Misconduct which may constitute a violation of federal, state, local laws, and/or Angelo State University policy will be considered a violation of this policy, and will be investigated and adjudicated through the University conduct system and standard of proof. A lack of conviction in any criminal proceeding will not, in and of itself, serve as evidence in a University conduct proceeding.

17. Abuse of the Discipline System
a. Failure of a student to respond to a notification to appear before a Student Conduct Officer during any stage of the conduct process.
b. Falsification, distortion, or misrepresentation of information in disciplinary proceedings.
c. Disruption or interference with the orderly conduct of a disciplinary proceeding.
d. Filing an allegation known to be without merit or cause.
e. Discouraging or attempting to discourage an individual's proper participation in or use of the disciplinary system.
f. Influencing or attempting to influence the impartiality of a member of a disciplinary body prior to and/or during the disciplinary proceeding.
g. Influencing or attempting to influence another person to commit an abuse of the discipline system.
h. Failure to comply with the sanction(s), condition(s), and/or restriction(s) imposed by a Student Conduct Officer under the Code of Student Conduct or the Student Handbook.

C. Reporting Allegations of Misconduct
1. To file an allegation(s) of misconduct against a student(s) or student organization(s), individuals should complete an online incident report form. The written allegation should describe the action or behavior in question. Individuals may also file a report in person at the Office of Student Affairs, located in suite 112 of the Houston Harte University Center. Staff are also available in the Office of Student Affairs to take initial reports of allegations and assist with conduct processes. The Office of Student Affairs also regularly reviews reports submitted from Housing and Residential Programs and the Angelo State University Police Department.
a. The Office of Student Conduct will attempt to provide educational options in lieu of conduct proceedings for
   1. Victims who may be hesitant to report incident(s) because they fear that they themselves may be accused of minor policy violations, such as underage drinking, at the time of the incident.
   2. Students who offer assistance to others by calling law enforcement or medical personnel will not be charged with alcohol and drug violations 3a, 3b, 4a, 4b, and 4c.
3. Students who report serious violations but may be hesitant to report because they are engaged in minor violations.
4. Students who bring their own use, addiction, or dependency to alcohol, drugs, or other addictions to the attention of the university prior to any conduct incidents or reports.

b. Abuse of amnesty provisions can result in a violation of the Code of Student Conduct.
c. Amnesty does not preclude students from being charged with violations including actions against members of the university community.
d. Amnesty does not preclude students from being required to meet with University staff and to participate in conditions such as counseling.

D. CONDUCT PROCEDURES

1. Initial Inquiry
   Upon notice of an alleged violation of the Code of Student Conduct, the Executive Director of Student Affairs or the Director of Student Services will appoint a student conduct officer/investigator to review allegations of misconduct. The student conduct officer/investigator will inquire, gather and review information about the reported student misconduct and will evaluate the accuracy, credibility, and sufficiency of the information. Incidents will not be forwarded for a hearing unless there is reasonable cause to believe a policy has been violated. Reasonable cause is defined as some credible information to support each element of the offense, even if that information is merely a credible witness or complainant statement. If it is determined that the information reported does not warrant an allegation, a policy warning letter may be issued to clarify the policy that was in question. Unsupported allegations with no credible information will not be forwarded to a hearing.

When an initial report of misconduct by a third party does not identify the victim or the victim is not available, the investigator will investigate the reported incident to the fullest extent of the information available.

When a Complainant is identified but is reluctant to participate in the investigative process and/or the student conduct process entirely, the University will make every attempt to follow the wishes of the complainant while weighing the interests of the campus community and the possibility of a continuing threat. If the Complainant does not want to participate in the investigative process but has no aversion to the university pursuing conduct action with respect to the named Respondent, the University will proceed with the student conduct process to the extent of the information available. If the Complainant does not want the university to pursue the report in any respect, the University will investigate further only if there is reason to believe that a significant continuing threat to the campus community exists.

2. Remedies & Resources
   a. Remedies
      The University will take immediate action to eliminate hostile environments, prevent reoccurrence and address any effects on the victim and community. This includes immediate steps to protect complainants even before the final outcome of the investigations, including prohibiting the respondent from having any
contact with the Complainant. These steps will attempt to minimize the burden on the Complainant while respecting due process rights of the respondent.

Remedies for students may include, but are not limited to counseling services, victim’s advocate assistance, modifications to on-campus housing, modifications to parking permissions, and modifications to academic schedule. Remedies will be evaluated on a case-by-case basis.

b. No Contact Orders
When initial inquiry indicates persistent and potentially escalating conflict between two members of the university community, a No Contact Order may be issued as a remedial, non-punitive deterrent to further conflict or situational complication. A No Contact Order will be issued by the Office of Student Affairs or the Director of Housing and Residential Programs via the student’s official Angelo State University email. The notice serves as an official directive that the student(s) have no contact with the other listed parties. Contact cannot occur in person, by telephone, email, text message or other electronic means of communication, or through a third party (other than an attorney). Should contact need to occur, the student should coordinate with the Office of Student Affairs or Office of Housing and Residential Programs.

This notice may also come with other information related to changes in class schedule or other restrictions to facilitate the No Contact Order. Failure to comply with the no contact order is considered retaliation and will result in disciplinary action, including possible suspension or expulsion. Violations of no contact orders may also result in immediate temporary suspension during the completion of the conduct process. The term of a No Contact Order is indefinite, unless otherwise stated in the Order.

c. Resources
Angelo State University has a variety of resources to assist students involved in conduct processes or experiencing concerns related to other student conduct. Resources include, but are not limited to, assistance in reporting criminal behavior to the Angelo State University Police Department or San Angelo Police Department, counseling services, medical assistance, academic support referrals, and other support services.

3. Notice
A student will be given notice of his or her involvement in an alleged violation of the Code of Student Conduct by receipt of a “Notice of Involvement/Need to Talk” Letter. When preliminary information indicates that certain, identifiable student(s) are associated with the reported incident, those student(s) will be asked to meet with a student conduct officer/investigator.

In addition to other possible sanctions, conditions and/or restrictions, and in the event that a student fails to respond to written notification, an administrative hold may be placed on the student’s record to prevent further registration and transcript receipt. The
administrative hold will remain until such time as the student conduct officer/investigator receives an appropriate response.

Failure to comply with or respond to a notice issued as part of conduct procedure and/or failure to appear will not prevent a Student Conduct Officer from proceeding with disciplinary action. Likewise, failure of a student to respond to notification to appear may result in additional alleged violations and result in a charge of Failure to Comply.

4. Interim Actions
   a. Temporary Suspension – Students
      A student may be temporarily suspended pending completion of the conduct procedures if, in the judgment of the Executive Director of Student Affairs, or on recommendation of a Student Conduct Officer/Investigator, the physical or emotional well-being of a student or other students or members of the University community could be endangered or if the presence of the student could significantly disrupt the normal operations of the University, the Executive Director of Student Affairs or designee will notify the Director of Student Services to initiate appropriate conduct procedures to address the disruptive behavior within five (5) University business days from the date of temporary suspension.

      Upon immediate temporary suspension, the student may no longer attend classes, use University services and/or resources, and is not allowed to be on campus until the conduct proceedings have been concluded. Any instances whereby the student should need to return to campus must be coordinated through the Office of Student Affairs and the Angelo State University Police Department.

      Conduct on or off campus that typically results in interim suspension:
      1. A significant and articulable threat to the health or safety of a student or other member(s) of the University community.
      2. Sexual assault, other forms of sexual misconduct, stalking, and relationship violence that are creating a hostile environment for the victim and the remedy for the harassment requires temporary separation.
      3. Criminal felony charges related to weapons, drugs, aggravated assault, and/or terroristic threats.
      4. Severe disruption in the academic community related to erratic behavior, threats, property damage, and/or verbal aggression with another student, where the offending student is uncooperative with staff requests.
      5. Violation of a No Contact Order
      6. Retaliatory harm, discrimination or harassment

   b. Immediate Temporary Suspension of Registration – Student Organizations
      If it is determined that a student organization’s actions or activities are detrimental to the educational purposes of the University and/or not in accordance to the Student Handbook, that student organization will not be officially registered with the Center for Student Involvement. The registration of a student organization
may be temporarily suspended while an investigation is pending involving an alleged violation of registered student organization policies and procedures as outlined in the Student Handbook. The registered student organization will be afforded all due process guidelines as described in the Student Handbook.

Conduct on or off campus of members of a student organization that typically results in interim suspension:
1. Violent or harassment-type hazing
2. Organization events and activities resulting in allegations against individual students that typically result in individual student interim suspension (as outlined in section 4.a. (Interim Actions)
3. Cease and desist derivatives from regional or national organizations
4. Alcohol/drug policy violations during recruitment or social events

C. Withdrawal of Consent
1. Grounds for Removal
   The Student Conduct Officer or another University agent acting in accordance with his/her duties may recommend to the Executive Director of Student Affairs that, in accordance with the Texas Education Code, the student have his/her consent to remain on the campus withdrawn if, in the judgment of the Student Conduct Officer and Executive Director of Student Affairs, it is determined that:
   a. The student has willfully disrupted the orderly operation of the premises, and
   b. The student’s presence on the campus or facility constitutes a substantial and material threat to the orderly operation of the premises.

   If the Executive Director of Student Affairs concurs with the Student Conduct Officer’s recommendation, permission for the student to be on University premises will be withdrawn. This Withdrawal of Consent will not be longer than fourteen (14) calendar days and a hearing must be held within these fourteen (14) calendar days to determine the student’s status at the University.

   Permission to be on University premises must be coordinated through the Office of Student Affairs and the Angelo State University Police Department. The Executive Director of Student Affairs will notify all parties of the final decision using the written notification procedures outlined below in section D. (9.a. and 9.b.) within five (5) University business days.

2. Registration Flag Following Withdrawal of Consent
   When a student is withdrawn under this section, an administrative hold will be placed on the student’s readmission to the University. This administrative hold will remain on the student’s records until the student is readmitted.
5. **Student Rights & Responsibilities**

Prior to the formal investigative process, a student will be provided a Student Rights and Responsibilities document. This document will be reviewed and signed by the student prior to an interview with the investigator/student conduct officer. The Student Rights and Responsibilities document informs the student of his or her rights to be exercised before and during the investigative process. Those rights include:

a. Refrain from making any statement relevant to the investigation. Students have the right to refuse to participate in the investigation process, either in whole or in part. However, a student’s refusal to participate in the investigation, in whole or in part, lasts for the duration of the conduct process. Expressly, if a student does not provide information during the investigation, he or she will not be allowed to present new information during the hearing; similarly, if a student provides only limited information during the investigation (i.e., answering some of the investigator’s questions but not others), then during the hearing, the student will only be permitted to speak to the information he or she provided, with no additional commentary. The rationale for this policy is to prevent either party from presenting new evidence at the hearing that was available during the investigative process for the purpose of disadvantaging the other party.

(Note: see Pre-Hearing for details on inclusion of new, previously unavailable information after conclusion of the investigative process)

b. Notification of the alleged misconduct.

c. Know the source of the allegation(s).

d. Know the specific alleged violation(s) prior to the Formal Hearing.

e. Know the sanctions, conditions, and/or restrictions that may be imposed because of the alleged violation(s).

f. Be accompanied by an advisor at any Office of Student Affairs proceeding or any other related proceeding. An “advisor” can be any one of the following:

- a member of the Angelo State University Community (faculty, staff, or student)
- a Victim’s Advocate
- a parent or legal guardian
- a relative, or
- in situations involving criminal legal proceedings, an attorney.

An advisor’s role is that of support – he or she may not speak on behalf of the student and does not have an active, participatory role in the conduct
process. If an advisor for the accused student is an attorney, an attorney from the Office of General Counsel may attend the hearing on behalf of the University. The complainant and/or the student accused of the alleged misconduct is responsible for presenting his or her own information, and therefore, advisors are not permitted to speak or participate directly in any hearing unless authorized by a Student Conduct Officer. Students should select an advisor whose schedule allows attendance at the scheduled date and time for the hearing, as delays will not be allowed due to the scheduling conflicts of an advisor, except at the discretion of a Student Conduct Officer upon written request five (5) University business days in advance of the scheduled hearing date.

g. To have the opportunity to respond to the allegation(s) and/or present information. In the event that a student needs additional time to gather information, it is their responsibility to inform the assigned conduct officer.

h. Know that the standard of proof is a preponderance of the evidence. This differs from the standard of proof in a criminal legal proceeding – beyond a reasonable doubt. To make a finding under a preponderance of the evidence, it must be more likely than not that a certain behavior took place. In other words, if the evidence indicates that there is a fifty-one percent (51%) likelihood that a student violated the Code of Student Conduct, then that student should be found responsible.

i. Know that the proceedings are not restricted by the Rules of Evidence that govern criminal and civil trials. This means that all evidence and information can be taken into consideration in evaluating a situation, regardless of the source or means used to acquire that evidence or information.

j. Know that any statements made by the student, or student representing a registered organization, can be used during the proceeding.

k. Know that if it is discovered that the student made any false or misleading statement(s) during the student conduct process, that student will be subject to further disciplinary action under the Code of Student Conduct.

6. **Formal Investigation**

A trained investigator/student conduct officer will conduct a thorough, reliable, and impartial investigation of the reported incidents including meeting with the party, bringing the complaint to finalize the complainant’s statement, interviewing witnesses, collecting evidence, creating timelines, and receiving information from the respondent.

When initial inquiry indicates a concurrent police investigation is occurring, the investigator/student conduct officer will, where possible, collaborate with the Angelo State University Police Department during investigation. Elements of this collaborative investigation may include the investigator coordinating with responding officers at the scene of the incident, joint interviews with police detectives, and evidence sharing. The investigator will never take physical custody of any physical or electronic
evidence, but will work closely with the Angelo State University Police Department to inspect, analyze, and incorporate physical or electronic evidence into the investigative report.

Once the investigative process is complete, the investigator/student conduct officer will compile the relevant information and evidence into an Investigation Report, which may include a timeline of the event(s), statements from interviews, physical and electronic evidence, a breakdown of the discrepancies in the various interviews, and credibility considerations. The investigator will document any physical or electronic evidence in a manner that is conducive and unobstructive to concurrent or forthcoming police investigations.

A student will have access to the completed Investigation Report for his or her case at the Pre-Hearing phase, after the formal investigative process has concluded. In order to protect confidentiality, students will not be allowed to take a copy of the Investigation Report.

7. Pre-Hearing/Formal Allegations Assigned

Once the investigative process is complete, the student will be given notice of a Pre-Hearing Meeting scheduled outside of the student’s academic schedule. Should students not participate in the Pre-Hearing, the conduct process may continue without their participation, including the assignment of allegations and Formal Hearing.

During this meeting, students will be given the opportunity to review the Investigation Report and other documents or evidence to be used in the Formal Hearing. While students may identify errors in their statements at this point, they are not able to add additional information to the Investigation Report during the Pre-Hearing unless that information, in the judgment of the investigator, was unavailable during the investigative process and is pertinent to the consideration of the case. If a student discovers new, previously unavailable information during the time after the Pre-Hearing but before the Formal Hearing, the student should inform the investigator/student conduct officer immediately. If the new information is pertinent to the consideration of the case, the investigator/student conduct officer will determine whether the new information should be included in the Investigation Report or presented verbally during the Formal Hearing. If new evidence is introduced, other involved parties would also be given the opportunity to provide a response to any new evidence that will be presented in the Formal Hearing.

Formal Allegations will be assigned during the Pre-Hearing per the information and evidence gathered during investigation. Allegations are behaviors identified as Misconduct in (Section B above) and are assigned for deliberation in the Formal Hearing by the Administrative Hearing Officer or University Judicial Committee to determine the student’s responsibility for misconduct. An Allegation Letter will be provided to the student in the Pre-Hearing Meeting or via other methods of notice.

Students may indicate whether an Administrative Hearing or University Judicial Committee Hearing is preferred. However, the Student Conduct Officer/Investigator
has the sole discretion in all cases to designate whether an Administrative Hearing or University Judicial Committee hearing will be held notwithstanding the student’s preference.

In cases requiring a University Judicial Committee, the investigator/student conduct officer will share the pool of faculty, staff, and students trained for University Judicial Committees. Students will be given the opportunity to strike any member of the University Judicial Committee whose impartiality may be in question. Once the composition of the University Judicial Committee is set, the investigator/student conduct officer will schedule the Final Hearing no sooner than five (5) University business days from the date of the last Pre-Hearing. The five-day period can be waived by the Office of Student Affairs upon consultation with the involved student(s).

8. **Informal Resolution**
   Prior to a Formal Hearing, a responding student may accept responsibility for the allegations presented in the Pre-Hearing and the recommended sanctions by the Student Conduct Officer/Investigator. In cases involving a student complainant, this student must also agree to the findings and sanctions. When this occurs, no formal conduct hearing is required. The conduct process is completed and the outcome is not subject to an appeal.

9. **Formal Conduct Hearings**
   After proper notice has been given to the student, the University may proceed to conduct either an Administrative or a University Judicial Committee Hearing and deliver a decision or recommendation respectively. The Administrative or University Judicial Committee Hearing may be held and a decision or recommendation made, regardless of whether the student responds, fails to respond, attends the hearing or fails to attend the hearing. Should the student fail to attend the Administrative or University Judicial Committee Hearing, an Administrative Hearing Officer or the University Judicial Committee may consider the information and render an administrative decision or University Judicial Committee recommendation.

Hearings are closed to the public. Both the complaining and responding students have the right to be present at the Formal Hearing; however, they do not have the right to be present during deliberations. Arrangements can be made so that complaining and responding students do not have to be in the hearing room at the same time. To request changes in the scheduled hearing time, students should contact the Office of Student Affairs no less than three (3) University business days prior to the scheduled hearing.

a. **Administrative Hearing**
   An Administrative Hearing is the process of adjudicating allegations of violations of the *Code of Student Conduct* by an Administrative Hearing Officer. The assigned Administrative Hearing Officer makes the decision of responsibility and assigns sanctions, conditions, and restrictions as appropriate.
Written notification of the outcomes of the Administrative Hearing will be provided to the student within five (5) University business days of the conclusion of the Formal Hearing. (Students may utilize Conduct Appeal Procedures see D.11. Conduct Appeal Procedures).

b. University Judicial Committee Hearing
A University Judicial Committee Hearing panel consists of five (5) committee members including faculty, staff and students. Availability may determine a different composition for the Hearing Panel, and in complaints involving discrimination, sexual misconduct, or other sensitive issues students may be removed from the panel. The Academic Integrity Committee will hear all cases involving academic misconduct.

The chair of the University Judicial Committee is the Vice President for Student Affairs and Enrollment Management. Hearing proceedings, excluding the deliberations of the University Judicial Committee, will be recorded by the University.

The Investigator/Student Conduct Officer presents the investigation report, evidence, witnesses, allegations, and questions for deliberation. The University Judicial Committee may question the investigator/student conduct officer, complainant, respondent and any witnesses. The complainant and respondent do not have the right to question each other nor witnesses directly but may do so through the investigator/student conduct officer. The complainant and respondent have the right to add or make additional comments about the facts of the case.

Should new evidence be presented without prior discussion with the investigator/student conduct officer, the hearing may be halted to consider the inclusion of this information. Impact statements will also be halted if they are shared prior to the sanctioning phase of the hearing. In the event the chair of the hearing removes a student due to misconduct (complainant, respondent, or witnesses) the alleged misconduct will be forwarded to the Office of Student Affairs.

Following the hearing, the University Judicial Committee will deliberate and will render a decision in regard to the alleged misconduct as well as decide any sanctions, conditions and/or restrictions if applicable. The chair of the University Judicial Committee will inform the Director of Student Services in writing of the decision(s).

Outcomes of the University Judicial Committee will be provided to the student(s) in writing within five (5) University business days of the conclusion of the Formal Hearing.

Students may utilize Conduct Appeal Procedures (see D.11. Conduct Appeal Procedures).
10. Conduct Outcomes/Findings (Sanctions, Conditions, Restrictions)

A Student Conduct Officer or the University Judicial Committee may impose sanctions, conditions and/or restrictions as a result of a Formal Hearing where the student is found responsible. Potential sanctions, conditions and/or restrictions are listed in the Code of Student Conduct grid on the Office of Student Affairs website. Please note that the grid is provided only as a guideline for administering sanctions, conditions, and/or restrictions, by the Administrative Hearing Officer or the University Judicial Committee. The Administrative Hearing Officer and/or the University Judicial Committee may deviate from the grid.

Implementation of the disciplinary sanction(s), condition(s) and/or restriction(s) will not begin until either the time for a disciplinary appeal has expired or until the disciplinary appeal process is exhausted. Upon the judgment of the Director of Student Services, some cases resulting in sanctioning of suspension and expulsion may begin prior to the completion of the disciplinary appeal process.

If the allegation involves a student organization, the Administrative Hearing Officer or University Judicial Committee may meet with a University staff member whose professional capacity involves the advising of the organization. This staff member may provide information relevant to potential sanctions, conditions, and restrictions for the committee.

All records concerning a student or student organization related to the disciplinary process will remain on file in the Office of Student Affairs or Housing and Residential Programs for a minimum of seven (7) years from the date the case is completed through a Formal Hearing and/or disciplinary appeal procedures see section D.11. (Conduct Appeal Procedures).

a. Sanctions
Sanctions are defined as the primary outcome of the alleged violation. If a student or student organization is found responsible, the range of sanctions includes the following outcomes:

1. Disciplinary Reprimand:
The disciplinary reprimand is an official written notification using the-notice procedures outlined in section D. (9.a. and 9.b.) to the student that the action in question was misconduct.

2. Disciplinary Probation:
Disciplinary probation is a period of time during which a student’s conduct will be observed and reviewed. The student must demonstrate the ability to comply with University policies, rules, and/or standards and any other requirement stipulated for the probationary period. Further instances of misconduct under the Code of Student Conduct during this period may result in additional sanctions, conditions and/or restrictions.

3. Deferred Disciplinary Suspension:
Deferred disciplinary suspension is a period of time where a disciplinary suspension may be deferred for a period of observation and review, but in no
case will the deferred suspension be less than the remainder of the semester. Further instances of misconduct under the *Code of Student Conduct* during this period may result in additional sanctions, conditions and/or restrictions.

4. **Time-Limited Disciplinary Suspension:**  
   Time-limited disciplinary suspension is a specific period of time in which a student is not allowed to participate in class or University related activities. Notification of disciplinary suspension of a student will indicate the date on which it begins and the earliest date the application for student readmission will be considered.

   The Director of Student Services may deny a student’s readmission if the student’s misconduct during the suspension would have warranted additional disciplinary action. If the student has failed to satisfy any sanctions, conditions and/or restrictions that have been imposed prior to application for readmission, the Director of Student Services may deny readmission to a student. On denial of a student’s readmission, the Director of Student Services will set a date when another application for readmission may again be made.

5. **Student Organizations**  
   Student organizations may also be subject to suspension of their organization’s registration. Time-limited disciplinary suspension is a specific period of time in which a student organization’s registration and privileges are suspended. Upon written request by the registered student organization’s representative to the Office of Student Affairs, the notation of disciplinary suspension may be removed from the registration record of the student organization upon completion of the disciplinary suspension period. Notification of disciplinary suspension of an organization will indicate the date on which the suspension begins and the earliest date the application for re-registration will be considered.

   The Director of Student Services, after consultation with the Director of Student Life, may deny an organization’s request for re-registration if the organization’s misconduct during a period of suspension would have warranted additional disciplinary action. If the organization has failed to satisfy any sanctions, conditions, and/or restrictions that have been imposed prior to application for re-registration, the Director of Student Services, after consultation with the Director of Student Life, may deny re-registration to the organization. On denial of an organization’s application for re-registration, the Director of Student Services will set a date when another application for re-registration may be made.

6. **Disciplinary Expulsion:**  
   Disciplinary expulsion occurs when the student is permanently withdrawn
and separated from the University.

b. Conditions
A condition is an additional component of a disciplinary sanction. A condition is usually an educational or personal element that is to occur in conjunction with the assigned sanction. Some examples of conditions include, but are not limited to:
1. Personal and/or academic counseling intake session.
2. Discretionary educational conditions and/or programs of educational service to the University and/or community.
3. Residence hall relocation and/or contract review/cancellation of residence hall contract and/or use of dining facilities.
4. Restitution or compensation for loss, damage or injury, which may take the form of appropriate service and/or monetary or material replacement.
5. Monetary assessment owed to the University.
6. Completion of an alcohol or drug education program.

c. Restrictions
A restriction is an additional component of a disciplinary sanction. A restriction is usually an educational component that is to occur in conjunction with the sanction and will usually be time specific. Some examples of restrictions include, but are not limited to:
1. Revocation of parking privileges.
2. Denial of eligibility for holding office in registered student organizations.
3. Denial of participation in extracurricular activities.
4. Prohibited access to University facilities and/or prohibited direct or indirect contact with members of the University community.
5. Loss of privileges on a temporary or permanent basis.
6. Withdrawal of University funding (Student Government Association, departmental, Student Services Fees, etc.)
7. Restrictions associated with violations of academic integrity include, but are not limited to, dismissal from a departmental program, denial of access to internships or research programs, loss of appointment to academically-based positions, loss of departmental/graduate program endorsements for internal and external fellowship support and employment opportunities, and/or removal of fellowship or assistantship support.

b. Alcohol & Drug Violations
Violations of the alcohol, narcotics or drugs policy may result in notification of the parents/guardians of dependent students under the age of 21.

11. Conduct Appeal Procedures
A student may appeal the decision or the sanction(s), condition(s) and restriction(s) imposed by the Office of Student Affairs by submitting a written petition to the designated appeal officer within five (5) University business days of receiving the written decision.
The petition must clearly set forth the grounds for the appeal, together with the evidence upon which the appeal is based. A disagreement with the decision alone shall not constitute grounds for appeal. The only proper grounds for appeal, and the only issues that may be considered on appeal, are as follows:

a. A procedural (or substantive error) occurred that significantly impacted the outcome of the hearing (e.g. substantiated bias, material deviation from established procedures, etc.);

b. The discovery of new evidence, unavailable during the original hearing or review of the case, which could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included; and

c. The sanctions imposed substantially vary from the range of sanctions normally imposed for similar infractions.

In cases involving alleged misconduct involving actions against members of the university community, either the complainant or respondent may appeal the decision of the Office of Student Affairs. In such cases, the Office of Student Affairs will provide the request for appeal to the other party and provide opportunity for response. In cases involving alleged misconduct involving academic dishonesty, the designated appeal officer is the Dean of the College where the student is enrolled, or designee, unless the Dean or designee acted as the Student Conduct Officer in the case. In those situations, the designated appeal officer is the Provost and Vice President for Academic Affairs or designee.

The designated appeal officer will review the appeal to determine if the appeal is timely and properly sets forth the appropriate grounds for appeal, with adequate accompanying evidence. If any of these requirements are not met, the appeal will be dismissed, and the decision will be final. If an appeal is granted, the results of the appellate process as outlined below will be final.

If the designated appeal officer determines that new evidence should be considered, he/she may return the complaint to the original hearing body to reconsider the new evidence, or may order a new Administrative or University Judicial Committee Hearing. If new evidence is considered, the original hearing body may increase, decrease, or otherwise modify the sanctions, conditions, and/or restrictions. The original hearing body or designee will notify the student of the outcome using the written notice procedures outlined in section D. (9.a. and 9.b.) within five (5) University business days of the decision. The decision is final and may not be appealed.

If a new Administrative or University Judicial Committee Hearing is ordered, all hearing procedures under section D.11. (Conduct Appeal Procedures) will be followed. The new hearing body or designee will notify the student of the outcome using the written notification procedures outlined in section D. (9.a. and 9.b.) within five (5) University business days of the decision.

The decision of the new hearing body is final and may not be appealed.
If the Executive Director of Student Affairs or designee determines that a material procedural or substantive error has occurred, he/she may return the complaint to the original hearing officer/committee with instructions for another hearing in light of the appellate findings. All hearing procedures under section D.11. (Conduct Appeal Procedures) will be followed. The original hearing body will notify the student in writing of the outcome using the written notification procedures outlined in section D. (9.a. and 9.b.) within five (5) University business days of the decision.

This decision is final and may not be appealed. In those cases in which the error cannot be cured by the original hearing body (i.e., some cases of bias), the designated appeal officer may order a new hearing with either a new Student Conduct Officer or with a University Judicial Committee Hearing with different members. If a new Administrative or University Judicial Committee Hearing is ordered, all hearing procedures under section D.11. (Conduct Appeal Procedures) will be followed. The new hearing body or designee will notify the student in writing of the outcome within five (5) University business days of the decision. The decision of the new hearing body is final and may not be appealed.

If the designated appeal officer determines that the sanctions imposed substantially vary from the range of sanctions normally imposed for similar infractions, the appeal officer or designee may then increase, decrease or otherwise modify the sanctions, conditions, and/or restrictions instead of returning the case to the original hearing body or convening a new committee. The designated appeal officer will notify the student in writing of the outcome using the written notification procedures outlined in section D.11. (Conduct Appeal Procedures) within five (5) University business days of the decision. The decision of the designated appeal officer is final and cannot be appealed.

The Office of Student Affairs shall make all reasonable efforts to timely notify the student(s) of the status of the appeal throughout the appellate process, and shall make all reasonable efforts to notify the student(s) as to the result of the appeal within five (5) University business days after the final decision is rendered. The appeals officer’s decision is final.

12. Former Student Conduct & Readmission
A former student who engages in conduct that is a violation of the Code of Student Conduct may be subject to conduct procedures prior to reenrollment, a bar against readmission, revocation of a degree, and withdrawal of a diploma.

A student who has had an administrative hold placed on his or her records under this section must request readmission from the Director of Student Services at least three (3) weeks prior to any Angelo State University Office of Admissions application deadlines for the semester or summer session in which the student wishes to re-enroll.

The student may be required by the Director of Student Services to submit evidence in writing supportive of his/her present ability to function properly and effectively in the
University community. The University will evaluate the student’s request and supporting documentation with primary consideration given to satisfying all conditions specified at the time of suspension or withdrawal. If approval is granted by the Director of Student Services for the removal of the administrative hold, the student must then complete the regular University readmission procedures.

**Student’s Right to Challenge Impartiality**
The accused student may challenge the impartiality of the hearing officer or a member of the hearing committee at any time prior to the introduction of any evidence. The hearing officer or member of the hearing committee shall be the sole judge of whether he or she can serve with fairness and objectivity. In the event the challenged hearing officer or member of the hearing committee chooses not to serve for a particular case, a substitute will be chosen in accordance with procedures adopted by the university.

**Civil Proceedings**
Every student is expected to obey all federal, state, and local laws and is expected to be familiar with the requirements of such laws. Any student who violates any provision of those laws is subject to disciplinary action, including expulsion, notwithstanding any action taken by civil authorities on account of the violation.

**STUDENT ORGANIZATIONS**
As part of the educational mission of the university, students are encouraged to participate in the student organization program at Angelo State University. By participating in these organizations, students have the opportunity to learn and practice skills that will last throughout their lifetime. Moreover, lifelong bonds of friendship may be formed and students have the opportunity to have a more meaningful, productive, and enjoyable college experience.

Categories and Definitions
1. Registered Student Organizations
   A registered student organization is a group comprised of at least ten students (president, treasurer and a minimum of eight other members) enrolled at Angelo State University who voluntarily come together under a common purpose. The purposes and activities of the organization shall be lawful and not in conflict with the policies, rules, and regulations and standards of the university and/or federal, state, and/or local statutes.

   Generally, student groups fall under one of the following categories:
   a. Academic/Professional
   b. Boards and Councils
   c. Greek Social Organizations (IFC, NPC, NPHC, NALFO)
   d. Honor Societies
   e. Multicultural/International
   f. Club Sports
   g. Spiritual Life
   h. Service, and
   i. Special Interest

2. Club Sports
   The Angelo State University Club Sports program is administered by the Center for Student Involvement in conjunction with the Department of University Recreation and Intramurals and is designed to provide opportunities for students to participate in a variety of sports
activities. This program exists to promote and develop interest in sports. Club sports members learn new skills, engage in competition and enjoy the recreational and social fellowship of sport.

A group seeking club sports status must first be a registered student organization, subject to the rules and regulations of Angelo State University. Following the organization registration process, a group should meet with the Director of the Department of University Recreation and Intramurals (or designee) for assistance in learning other aspects of being a club sport organization. Any student organization designated as a club sport must also comply with any guidelines of the Club Sports program.

3. Greek Social Organizations (IFC, NPC, NPHC, NALFO)
The Angelo State University Greek Life program is administered by the Center for Student Involvement. A group seeking fraternity or sorority status should first contact the Center for Student Involvement to discuss their interest and the specific (if any) national organization with which they wish to affiliate. Students should understand that the decision to bring a new sorority or fraternity to the campus is a joint decision made by the students, the university, and the national organization. All parties must work in concert for the relationship to be successful.

All student organizations registering as a social fraternity or social sorority must show proof of their Title IX exemption by attaching to their registration application a letter from their National Affiliate with their IRS 501(c) number.

Conditions for Registration and Renewal
1. Membership in the organization shall be open only to students enrolled at Angelo State University. A student organization is eligible for registration if it does not deny membership on the basis of race, color, religion, national origin, gender, age, disability, citizenship, veteran status, sexual orientation, gender identity, or gender expression, except that: a registered student organization created primarily for religious purposes may restrict the right to vote or hold office to persons who subscribe to the registered student organization’s religious beliefs; and a registered student organization may restrict membership based on the provisions of Title IX of the Education Amendments of 1972.

2. Faculty and staff may hold associate membership in student organizations to the extent allowed by the organization’s constitution.

3. The organization shall not duplicate the purposes and functions of a currently registered organization unless the need for duplication is substantiated with the Center for Student Involvement.

4. Monies raised by the organization through the payment of dues or through fund-raising activities should be deposited in an organizational account at a financial institution.

5. The organization shall show initiative in effectively meeting its stated goals and be lawful and peaceful in its activities. The Center for Student Involvement is available to assist in organizational guidance and leadership development.

6. The organization shall be free from control by any other non-student individual or organization. Alumni and affiliate/associate members should not be granted voting privileges nor can they hold executive officer positions. To preserve the governing integrity of a student organization, these privileges can only be vested in currently enrolled students.
at Angelo State University.

7. Only organizations that are an official part of the university and receive direct funding by the university or organizations that are an extension of an academic department may use the name, logo or symbols of the university as part of its name or in its publications. Registered student organizations may use the complete statement “a registered student organization at Angelo State University.” Approval for the use of logos, symbols, and names protected by Angelo State University is handled through the oversight of the Office of Communications and Marketing. In addition, the organization shall not advertise or promote events or activities in a manner that suggests sponsorship by the university, unless specifically authorized to do so.

8. Solicitation is prohibited on campus by registered student organizations that may abridge any contractual agreements of Angelo State University. To avoid violations, registered student organizations should seek clarification on any solicitation initiatives or materials in the Center for Student Involvement. Any organization wishing to solicit on campus must follow the policies and procedures listed in the current Student Handbook.

9. All registered student organizations must keep a current copy of their constitution on file in the Center for Student Involvement.

10. All registered student organization resources must be used to advance and support the organization’s purpose, identified goals, and/or mission.

11. All registered student organizations must comply with university policies and procedures and adhere to the standards expected of all students.

12. Organization registration does not imply university endorsement of either the organization or its activities.

Registration of New and Re-forming Groups
1. New and/or re-forming student groups that desire to become a registered student organization should contact the Center for Student Involvement to discuss the process of forming or reforming an organization.

2. A student group seeking to form a new organization may file the “Student Organization Registration/Renewal Form” and a student organization constitution with the coordinator for student organizations. The initial constitution must follow the template provided by the Center for Student Involvement. Once both forms are filed, a pending student organization is permitted to use university facilities and post notices and flyers in accordance with established university posting regulations. A proposed group may apply for registration only once per semester.

3. Following the submission and review of all required documents and verification of member eligibility, the materials will be sent to the ASU Student Senate for review and a recommendation on registration. After receiving the recommendation of the Student Senate, the Director of Student Life will make the final decision on registering the new organization and will notify the organization of the decision.

4. A group which has been a registered student organization in the past and which became inactive may apply to reinstate the organization by submitting a Student Organization
Registration/Renewal form, a proposed constitution that is in compliance with current requirements, and a letter explaining why the organization should be reinstated.

Annual Registration and Renewal Process
1. A complete Student Organization Registration/Renewal form must be received by the Center for Student Involvement by the deadline each April. The form will include the names and contact information for the organization officers and the president of the organization must certify that the organization still has at least ten full-time students who are in good standing with the university.

2. The organization must also submit an updated copy of the local constitution and by-laws (if applicable) and the constitution and by-laws of any other local, state or national affiliate organization, if applicable.

3. The organization shall also furnish the signature, title, campus address, telephone number, and e-mail address of a full-time Angelo State University faculty or unclassified staff member indicating the person’s agreement to serve as the organization’s advisor.

4. The organization must also agree to comply with all university standards, rules and/or policies as well as all federal, state, and/or local laws.

5. Executive officers of registered student organizations must have at least a 2.00 cumulative grade point average at the time of election, must earn at least a 2.00 grade point average each semester during their term of office, must maintain full-time student status throughout their term of office, and must remain in good standing (academic and disciplinary) through their term of office. Student organizations may establish higher eligibility requirements for their executive officers.

Benefits of Registration
1. Registered Student Organizations
   Benefits include: Meeting room reservations on campus, free mailbox in the Center for Student Involvement, organization information published on-line, posting on campus, leadership training, ready references and access to training materials and resources in the Center for Student Involvement, and free web link. Registered student organizations may apply for funding through the Student Organization Leadership Fund (SOLF) administered through the Center for Student Involvement.

2. Club Sports
   Club sports are entitled to all of the benefits of a registered student organization. In addition, club sports may receive administrative support and guidance from the Department of University Recreation and Intramurals.

Faculty or Staff Advisor
1. Each registered student organization shall have a full-time faculty or unclassified staff advisor available to the officers and members for consultation regarding the affairs of the organization. Attendance at organizational meetings and functions is encouraged to facilitate incorporating the advisor into the organization’s program planning and decision-making and the advisor should verify the organization’s expenditures by co-signing all checks and vouchers. The advisor must oversee adherence to university standards, rules and/or policies as well as the organization’s constitution and by-laws. With regard to student organization travel, the advisor is the responsible party for submitting travel requests, for
obtaining any travel advances, and for reconciling the travel expenses after the trip in accordance with University procedures. The Center for Student Involvement sponsors various advisor training programs throughout the year to assist advisors in working with their organizations. A training program on risk management is mandated by State law and organization advisors must attend this program. Specific information on complying with this training requirement is available in the Center for Student Involvement.

2. Registered student organizations have ten (10) university business days to notify formally the Center for Student Involvement with the name, address, telephone number, and e-mail of any new or replacement full-time university faculty or staff member appointed as their advisor. Failure to do so may result in suspension of privileges.

3. Established full-time university faculty or staff members who reduce employment hours below full-time status and maintain an office on campus may continue to serve as the advisor of a student organization with the approval of the Center for Student Involvement.

Prerequisites for Maintaining Registration
To maintain its active status throughout the academic year, a registered student organization must meet or submit the following criteria to the Center for Student Involvement:

1. File a list of its current officers within ten (10) university business days from the day of elections and file notification of the subsequent changes when such occur.

2. File a list of its current advisor(s) within ten (10) university business days of the acceptance of the full-time faculty or staff advisor to the position. Notification of advisor changes should also be made within ten (10) university business days.

3. Submit all changes in documents on file relating to the organization (i.e., revisions to the constitution, changes in statement of purpose, procedures for handling organization funds or membership requirements). Registered student organizations shall be responsible for updates and revisions to their local and affiliate constitutions. These changes must be registered with the Center for Student Involvement within (10) business days of any changes. Should an organizational dispute occur that involves university intervention, registered student organizations are bound by their constitution and by-laws on file with the Center for Student Involvement.

4. Conduct its affairs in a lawful manner as a collaborative entity in accordance with the constitution and by-laws it has on file, and applicable policies, rules, regulations and standards of the university and/or federal, state, and/or local statutes.

5. Meet all financial obligations incurred by the organization.

6. Attend annual risk management training programs provided by the Center for Student Involvement. A minimum of two organization officers, the president and the vice president or chairperson in charge of risk management, is required to attend. The officers are then responsible for conveying the information to their student organization members and completing a Risk Management Compliance Form.

7. Ensure off-campus individuals or organizations (whose appearance on campus is sponsored by the organization) observe all applicable policies, rules, regulations and standards of the university.
8. The Center for Student Involvement and/or the Director of Student Life may suspend the registration of an organization for noncompliance with the regulations and/or standards as set forth in the current Student Handbook.

**Denial of Registration, Temporary Suspension, and Revocation**

1. A student organization will not be officially registered with the university if it is determined that the organization's actions or activities are detrimental to the educational purposes of the university or not in accordance with university policies. The president and advisor of the proposed student organization shall be notified of a decision to deny registration in writing by the Director of Student Life. The president of the applying organization may schedule a meeting with the Director of Student Life to discuss the denial. If, following the meeting, the group wishes to file an appeal, the president of the proposed organization must do so in writing to the Executive Director of Student Affairs within ten (10) university business days from the date of the “denial” notification letter or meeting with the Director of Student Life. The decision of the Executive Director of Student Affairs is final.

   a. The registration of a student organization may be temporarily suspended by the Director of Student Life or designee while an investigation is pending involving an alleged violation of registered student organization policies and procedures as outlined in the current Student Handbook. The registered student organization will be afforded all due process guidelines as described in the current Student Handbook. The president of the organization may file an appeal in writing to the Executive Director of Student Affairs within five (5) University business days from the date of the “temporary suspension” notification letter. The decision of the Executive Director of Student Affairs is final.

   b. A student organization may be subject to disciplinary action by the university if it is determined that the organization engaged in activity in violation of the policies of the university and/or local, state, and federal laws. Such disciplinary action could include a probationary status for a period of time during which the organization would be restricted from certain activities and/or privileges afforded other student organizations. The action could also result in the revocation of the organization’s registration status and the dissolution of the group. The officers of the organization may also be individually subject to university disciplinary action for any role they may have played in the alleged violation. All parties to such action, whether the individual officers or the organization itself, will be afforded all of the due process rights specified in the current Student Handbook.

**Protocols Applying to Events Sponsored by Student Organizations**

1. Any event open to the general University community or general public will be alcohol-free. Alcohol will not be permitted in the facility or on the premises of the event and any person who appears to be intoxicated will be denied entry to the event.

2. The sponsoring student organization(s) will hire licensed law enforcement personnel to provide security at any open event held off campus. Any exception to this requirement must be approved by the Director of Student Life at least 7 days prior to the event.

3. If the student organization(s) hosts a closed event, an event which is limited to organization members and their guests, the following provisions will apply:

   a. A guest list will be submitted to event planners in advance of the event and strictly observed.
b. If alcohol is present at the event, it will be handled by a licensed bartender hired by the sponsoring organization(s) and who is not a member of the organization. The bartender will be authorized to withhold alcohol from any person who appears to be intoxicated.

c. The sponsoring organization(s) will utilize a system to identify which persons at the event are of legal drinking age.

4. For all social events, the sponsoring organization(s) will assure that adequate non-alcoholic beverages and food items are provided.

5. The sponsoring organization(s) will comply with established venue capacity limits. If no such limits exist for a specific venue, the sponsoring organization(s) will work with local authorities to establish capacity limits for any venue used for their activities and will take steps to assure that these capacities are not exceeded.

6. The student organization will develop and implement a risk management plan for all social activities and will provide risk management training for all members of the organization each semester. This information is included in the annual risk management training program sponsored by the Center for Student Involvement.

7. Failure to comply with this policy may result in university disciplinary action which could include action against the individual members of the student organization as well as action against the organization itself. Student members could also be subject to civil and/or criminal penalties for any violations of local, state, or federal law.

8. In order to continue to provide a safe environment for social activities and in order to minimize potential liability of student organization members, this policy will be evaluated annually by the Office of Student Life. Modifications may be made as deemed reasonable and prudent based on experience with the policy and in response to possible changes in local, state, or federal mandates and/or judicial rulings or legal guidance.

REGISTERED STUDENT ORGANIZATION (RSO) GRIEVANCE AND APPEAL PROCEDURES

1. **Policy**
   It is the policy of Angelo State University to receive, process, and resolve grievances submitted by a Registered Student Organization (RSO).

2. **Applicability**
   This policy and these procedures are established for registered student organizations in cases not otherwise covered by the published policies, rules, and regulations of the university.

3. **General Provisions**
   a. Registered student organizations grievances shall consist of matters of disagreement or dissatisfaction arising out of circumstances wherein the RSO believes that there has been an infraction, breach, or misinterpretation of applicable university policies, rules, and regulations. Only one subject matter shall be covered in any one student organization grievance.
b. All RSO grievances not resolved at the appropriate grass roots level shall be presented in writing and shall contain a clear and concise statement of the grievance by indicating reference to the applicable policy, rule, or regulation that is alleged to have been violated, the date the incident took place, the issue involved, and the relief sought.

c. The RSO president and/or advisor should present the registered student organization’s grievance to the Executive Director of Student Affairs. If the student organization desires, they may be assisted by the Director of Student Services who will explain the grievance procedure.

d. No student organization shall be disciplined, penalized, restrained, coerced, or otherwise prejudiced for exercising the rights provided for in this grievance procedure.

4. The Registered Student Organization Grievance Procedure

4.1 Step One: The RSO president and/or advisor shall first discuss the grievance with the University employee or department involved within five (5) University business days from the date of the action or condition giving rise to the grievance.

4.2 Step Two: Grievances not satisfactorily resolved in Step One may be appealed by requesting, in writing, review and action by the Executive Director of Student Affairs. This request must be made within five (5) University business days following the date of the decision in Step One. The Executive Director of Student Affairs or designee will meet promptly with the RSO president and advisor and other parties to the grievance. The purpose of this meeting will be to review the grievance with all parties in an effort to obtain all of the relevant facts on the case. A written decision will be made by the Executive Director of Student Affairs within five (5) University business days following the final meeting with the parties involved in the grievance. A copy of the decision will be sent to the registered student organization president and advisor and to the Vice President for Student Affairs and Enrollment Management.

5. Decision on Grievances

5.1 The decision of the Executive Director of Student Affairs on a student organization grievance shall be final.

6. Student Communication

The existence of the “Grievance and Appeal Procedures for Registered Student Organizations at Angelo State University” will be made known through publication to establish a mutual understanding of encouragement to resolve problems with objectivity, freedom from fear or retaliatory consequences or reprisals, and within a reasonable amount of time.
PREVENTION OF ALCOHOL ABUSE AND ILLICIT DRUG USE AT ANGELO STATE UNIVERSITY

Angelo State University has adopted and implemented a program to prevent unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on the campus or as a part of any of its activities. Angelo State University recognizes the importance of information about drug and alcohol abuse; therefore, this information is designed to provide you with basic information about University policies, applicable legal sanctions and health risks associated with alcohol abuse and illicit drug use.

STANDARDS OF CONDUCT

Policies adopted by Angelo State University relating to the standards of conduct expected of its students and employees in the area of illicit drugs and alcohol are provided in the Angelo State University Student Handbook and in operating policies adopted by the university for its employees. Additional information is distributed as needed.

HEALTH RISKS OF ALCOHOL AND DRUGS

Alcohol. Health hazards associated with the excessive use of alcohol or with alcohol dependency include dramatic behavioral changes, retardation of motor skills, and impairment of reasoning and rational thinking. These factors result in a higher incidence of accidents and accidental death for such persons than for non-users of alcohol. Excessive alcohol intake by binge drinking may cause death due to alcohol poisoning, and such deaths are on the increase among college students. Nutrition also suffers and vitamin and mineral deficiencies are frequent. Prolonged alcohol abuse causes bleeding from the intestinal tract, damage to nerves and the brain, psychotic behavior, loss of memory and coordination, damage to the liver often resulting in cirrhosis, impotence, severe inflammation of the pancreas, and damage to the bone marrow, heart, testes, ovaries, and muscles. Damage to the nerves and organs is usually irreversible. Cancer is the second leading cause of death in alcoholics and is 10 times more frequent that in non-alcoholics. Sudden withdrawal of alcohol from persons dependent on it will cause serious physical withdrawal symptoms.

Drugs. The use of illicit drugs usually causes the same general type of physiological and mental changes as alcohol, though frequently those changes are more severe and more sudden. Such drugs tend to be either physically or psychologically addictive and often require treatment to safely and successfully discontinue their usage. Death or coma resulting from overdose of these drugs is possible.

Cocaine. Cocaine is a stimulant that is most commonly inhaled as a powder. It can be dissolved in water and used intravenously. The cocaine extract (freebase) is smoked. Users progress from infrequent use to dependence within a few weeks or months. Psychological and behavioral changes resulting from use include overstimulation, hallucinations, irritability, sexual dysfunction, psychotic behavior, social isolation, and memory problems. An overdose produces convulsions and delirium and may result in death from cardiac arrest. Discontinuing the use of cocaine requires considerable assistance, close supervision and treatment.

Amphetamines (speed, love drug, ecstasy). Patterns of use and associated effects are similar to cocaine. Severe intoxication may produce confusion,rambling or incoherent speech, anxiety, psychotic behavior, ringing in the ears, hallucinations, and irreversible brain damage. Intense fatigue and depression resulting from use can lead to suicide. Large doses may result in convulsions and death from cardiac or respiratory
Heroin and Other Opiates. These drugs are usually taken intravenously. “Designer” drugs similar to opiates include fentanyl, Demerol, and “china white.” Addiction and dependence develop rapidly. Use is characterized by impaired judgment, slurred speech, and drowsiness. Overdose is manifested by coma, shock, and depressed respiration, with the possibility of death from respiratory arrest. Withdrawal problems include sweating, diarrhea, fever, insomnia, irritability, nausea and vomiting, and muscle and joint pains.

Hallucinogens or Psychedelics. These include LSD, mescaline, peyote, and phencyclidine (PCP or “angel dust”). Use impairs and distorts one’s perception of surroundings, causes bizarre mood changes and results in visual hallucinations that involve geometric forms, colors, and persons or objects. Users who discontinue use experience “flashback” consisting of distortions of virtually any sensation. Use of these substances may require psychiatric treatment for the accompanying persistent psychotic states. Suicide is not uncommon.

Solvent inhalants, e.g., glue, lacquers, plastic cement. Fumes from these substances cause intoxication, impairment or coordination and reaction time, and in some cases disorientation, hallucinations and even coma resulting in death. Long-term users become psychologically addicted and may suffer brain damage or liver failure.

Marijuana (Cannabis). Marijuana is usually ingested by smoking. Prolonged use can lead to psychological dependence, disconnected ideas, extreme loss of motivation and difficulty concentrating alteration of depth perception and sense of time and impaired judgment. Carcinogens in marijuana smoke may cause throat or lung cancer in long-term or heavy users.

Club Drugs. Different types of Club Drugs include:
   a. **Depressants such as Rohypnol (Rufies) and GHB** slow down the central nervous system and are used as intoxicants and also as "date rape drugs". These drugs can be slipped into a person's drink, causing them to go into a deep sleep which leaves them vulnerable to sexual assault. It is a crime to use the drugs in this manner and an overdose can cause coma or death.
   b. **Ecstasy.** Ecstasy is both a hallucinogen (causing the senses to perceive things that are not real, such as hallucinations and delusions) and a stimulant (substance that speeds up the central nervous system). Ecstasy and Herbal Ecstasy have been shown in some cases to cause seizures, coma, heart attack, stroke and death in even young, healthy people.
   c. **Ketamine.** This is an anesthetic used for treating animals that also acts as a hallucinogen and has been known to cause delirium, seizures and violent behavior. Large doses may cause a coma or death.

Damage from intravenous drug use. In addition to the adverse effects associated with the use of a specific drug, intravenous drug users who use unsterilized needles or who share needles with other drug users can develop AIDS, hepatitis, tetanus (lock jaw), and potentially fatal infections in the heart. Permanent brain damage may also be a result.
DRUG AND ALCOHOL ABUSE COUNSELING SERVICES
Personnel in the Counseling Center, the Student Life Offices, and the University Clinic are available to counsel with students, faculty and staff who voluntarily seek assistance and have not been charged with a violation of University policy or the Board of Regents’ Rules and Regulations.

Additional information on drug and alcohol counseling resources in San Angelo and the surrounding area is available in the Counseling Center, the University Clinic, and the Student Life Offices, Garden Level - University Center.

DISCIPLINARY SANCTIONS
Where a violation of the ASU Drug-Free Policy is found, the University will, in accordance with established procedures of Angelo State University, take appropriate disciplinary action against such students, faculty or staff, up to termination from the University, or require such students, faculty or staff to participate satisfactorily in an off-campus drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency. The cost of such programs, not covered by applicable insurance, shall be borne by the individual.

In addition to legal sanctions and penalties, including those contained herein, University employees and students are subject to disciplinary action for violation of all applicable local, state and federal laws.
# LEGAL SANCTIONS AND PENALTIES UNDER TEXAS LAW

## PENALTIES FOR POSSESSION

**Penalty Group 1:** Heroin, Cocaine, Methamphetamine, Methadone, The Opiates

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Possession Penalty</th>
<th>Manufacture Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 1 gram</td>
<td>State Jail Felony</td>
<td>State Jail Felony</td>
</tr>
<tr>
<td>1 gram or more, but less than 4 grams</td>
<td>Third Degree Felony</td>
<td>Second Degree Felony</td>
</tr>
<tr>
<td>4 grams or more, but less than 200 grams</td>
<td>Second Degree Felony</td>
<td>First Degree Felony</td>
</tr>
<tr>
<td>200 grams or more, but less than 400 grams</td>
<td>First Degree Felony</td>
<td>10-99 years or life and up to $100,000 fine</td>
</tr>
<tr>
<td>400 grams or more</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## PENALTIES FOR GROUP 1A

**LSD Only**

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Possession Penalty</th>
<th>Manufacture Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 20 units</td>
<td>State Jail Felony</td>
<td>State Jail Felony</td>
</tr>
<tr>
<td>20 units or more, but less than 80 units</td>
<td>Third Degree Felony</td>
<td>Second Degree Felony</td>
</tr>
<tr>
<td>80 units or more, but less than 4,000 units</td>
<td>Second Degree Felony</td>
<td>First Degree Felony</td>
</tr>
<tr>
<td>4,000 units or more, but less than 8,000 units</td>
<td>First Degree Felony</td>
<td>15-99 years or life and up to $250,000 fine</td>
</tr>
<tr>
<td>8,000 units or more</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## PENALTIES FOR POSSESSION

**Penalty Group 2:** Amphetamines, Hashish, Mescaline, Methaqualone, Psilocin

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Possession Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 1 gram</td>
<td>State Jail Felony</td>
</tr>
<tr>
<td>1 gram or more, but less than 4 grams</td>
<td>Third Degree Felony</td>
</tr>
<tr>
<td>4 grams or more, but less than 200 grams</td>
<td>Second Degree Felony</td>
</tr>
<tr>
<td>200 grams or more, but less than 400 grams</td>
<td>Second Degree Felony</td>
</tr>
<tr>
<td>400 grams or more</td>
<td></td>
</tr>
</tbody>
</table>

## PENALTIES FOR POSSESSION

**Penalty Groups 3 and 4:** Barbiturates, Peyote, Narcotic Cough Syrups

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Possession Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 28 grams</td>
<td>Class A Misdemeanor</td>
</tr>
<tr>
<td>28 grams or more, but less than 200 grams</td>
<td>Third Degree Felony</td>
</tr>
<tr>
<td>200 grams or more, but less than 400 grams</td>
<td>Second Degree Felony</td>
</tr>
<tr>
<td>400 grams or more</td>
<td></td>
</tr>
</tbody>
</table>

## PENALTIES FOR MANUFACTURE OR DELIVERY

**Penalty Group 1:** Heroin, Cocaine, Methamphetamine, Methadone, The Opiates

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Possession Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 1 gram</td>
<td>State Jail Felony</td>
</tr>
<tr>
<td>1 gram or more, but less than 4 grams</td>
<td>Second Degree Felony</td>
</tr>
<tr>
<td>4 grams or more, but less than 200 grams</td>
<td>First Degree Felony</td>
</tr>
<tr>
<td>200 grams or more, but less than 400 grams</td>
<td>10-99 years or life and up to $100,000 fine</td>
</tr>
<tr>
<td>400 grams or more</td>
<td></td>
</tr>
</tbody>
</table>

## PENALTIES FOR MANUFACTURE OF DELIVERY

**Penalty Group 2:** Amphetamines, Hashish, Mescaline, Methaqualone, Psilocin (Mushrooms)
<table>
<thead>
<tr>
<th>Penalty Group</th>
<th>State</th>
<th>Second Degree</th>
<th>First Degree</th>
<th>10-99 years or life and up to $100,000 fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Group</td>
<td>Felony</td>
<td>Felony</td>
<td></td>
</tr>
</tbody>
</table>

### PENALTIES FOR MANUFACTURE OR DELIVERY

Penalty Groups 3 and 4: Barbiturates, Peyote, Narcotic Cough Syrups

<table>
<thead>
<tr>
<th>Penalty Groups 3 and 4</th>
<th>State</th>
<th>Second Degree</th>
<th>First Degree</th>
<th>10-99 years or life and up to $100,000 fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Group</td>
<td>Felony</td>
<td>Felony</td>
<td></td>
</tr>
</tbody>
</table>

### PENALTIES FOR DELIVERY

Marijuana

<table>
<thead>
<tr>
<th>1/4 ounce without remuneration</th>
<th>1/4 ounce with remuneration</th>
<th>5 lbs. or less, but more than 1/4 ounce</th>
<th>50 lbs. or less, but more than 5 lbs.</th>
<th>2000 lbs. or less, but more than 50 lbs.</th>
<th>More than 2000 lbs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Penalty</td>
<td>Class B Misdemeanor</td>
<td>Class A Misdemeanor</td>
<td>State Jail Felony</td>
<td>Second Degree Felony</td>
<td>First Degree Felony</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10-99 years or life and up to $100,000 fine</td>
</tr>
</tbody>
</table>

### PENALTIES FOR POSSESSION

Marijuana

<table>
<thead>
<tr>
<th>2 ounces or less</th>
<th>4 ounces or less, but more than 2 ounces</th>
<th>5 lbs. or less, but more than 4 ounces</th>
<th>50 lbs., or less, but more than 5 lbs.</th>
<th>2000 lbs. or less, but more than 50 lbs.</th>
<th>More than 2000 lbs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Penalty</td>
<td>Class B Misdemeanor</td>
<td>Class A Misdemeanor</td>
<td>State Jail Felony</td>
<td>Second Degree Felony</td>
<td>First Degree Felony</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10-99 years or life and up to $50,000 fine</td>
</tr>
</tbody>
</table>

### LEGAL SANCTIONS AND PENALTIES UNDER FEDERAL LAW

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>MINIMUM PUNISHMENT</th>
<th>MAXIMUM PUNISHMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacture, distribution, or dispensing drugs (includes marijuana).</td>
<td>A term of imprisonment not more than one year, and a minimum fine of $1,000.</td>
<td>A term of life imprisonment without release (no eligibility for parole) and a fine not to exceed $8,000,000 (for an individual) or $20,000,000 (if other than an individual).</td>
</tr>
<tr>
<td>Possession of drugs (including marijuana).</td>
<td>Civil penalty in amount not exceed $10,000.</td>
<td>Imprisonment for not more than 20 years or not less than 5 years, a fine of not less than $5,000 plus costs of investigation and prosecution.</td>
</tr>
<tr>
<td>Operation of a Common Carrier under the influence of alcohol or drugs.</td>
<td></td>
<td>Imprisonment for up to 15 years and a fine not to exceed $250,000.</td>
</tr>
</tbody>
</table>

A biennial review of this program will be conducted by Angelo State University to determine its effectiveness, to implement changes in the program, if necessary, and to ensure that the disciplinary sanctions are consistently enforced.