



**Division of
Student Affairs**
tamuct.edu

2019-2020 Student Rules

Part I: Academic Rules (Rules 1 – 7)

1. Academic Rights & Responsibilities

- 1.1. Students enrolling at Texas A&M University-Central Texas (A&M-Central Texas) voluntarily and knowingly accept the responsibility to fulfill the requirements for obtaining a college education. Students are expected to uphold the utmost level of honor, integrity, and commitment to the community.

2. Attendance

The university views class attendance as an individual student responsibility and is an important factor for academic success. Students are expected to attend class and complete all assignments. Instructors are expected to provide notice of the dates on which major exams will be given and assignments will be due on the course syllabus, which must be made available by the first-class period.

A&M-Central Texas recognizes each student as an adult with adult attitudes and responsibilities and further recognizes the unique relationship between faculty and student and the responsibility each has to the others. The faculty member has the responsibility and authority to determine if make-up work can be done due to absences. Students may request make-up consideration for valid and verifiable reasons such as illness, death in the immediate family, legal proceedings or participation in sponsored university activities.

- 2.1. The student is responsible for providing satisfactory evidence to the instructor to substantiate the reason for absence. Among the reasons for which absences are considered excused by the university are the following:
 - 2.1.1. Participation in an activity appearing on the university authorized activity list
 - 2.1.2. Death or major illness in a student's immediate family. Immediate family may include: mother, father, sister, brother, grandparents, spouse, child, spouse's child, spouse's parents, spouse's grandparents, step-mother, step-father, step-sister, step-brother, step-grandparents, grandchild, step-grandchild, legal guardian, and others as deemed appropriate by the instructor or student's academic Dean or designee.
 - 2.1.3. Illness of a dependent family member
 - 2.1.4. Participation in legal proceedings or administrative procedures that require a student's presence
 - 2.1.5. Religious holy day (See Appendix 1)
 - 2.1.6. Injury or illness that is too severe or contagious for the student to attend class
 - 2.1.6.1. Injury or illness of three or more days. For injury or illness that requires a student to be absent from classes for three or more business days (to include classes on Saturday), the student should obtain a medical confirmation notes from his or her medical provider. The medical confirmation note must contain the date and time of the illness and medical professional's confirmation of needed absence.
 - 2.1.6.2. Injury or illness less than three days. Faculty members may require confirmation of student injury or illness that is serious enough for a student to be absent from class for a period of less than three business days (to include classes on Saturday). At the discretion of the faculty member and/or academic department standard, as outlined in the course syllabus, illness confirmation may be obtained by one or both of the following methods:
 - Texas A&M University-Central Texas Explanatory Statement for Absence from Class.
 - Confirmation of visit to a health care professional affirming date and time of visit.

- 2.1.6.3. An absence for a non-acute medical service does not constitute an excused absence
- 2.1.7. Required participation in military duties
- 2.1.8. Mandatory admission interviews for professional or graduate school which cannot be rescheduled.
- 2.1.9. In accordance with Title IX of the Educational Amendments of 1972, A&M-Central Texas shall treat pregnancy (childbirth, false pregnancy, termination of pregnancy and recovery therefrom) and related conditions as a justification for an excused absence for so long a period of time as is deemed medically necessary by the student's physician. Requests for excused absence related to pregnancy should be directed to the instructor; questions about Title IX should be directed to the University Title IX Coordinator.

3. Dropping a Course

- 3.1. A student desiring to drop a course should secure a drop card and instructions from the Office of the Registrar.
- 3.2. Obtain an advisor's signature of approval and return the signed drop card to the Office of the Registrar.
- 3.3. Drop cards will expire within one calendar week of issuance and the date of submission of the drop card will be the official date of the course drop.
- 3.4. Students may not drop a class in which there is an unresolved question of academic misconduct.

4. Withdrawal Procedures

- 4.1. Students desiring to withdraw completely must go to the Registrar for official withdrawal.
- 4.2. Students should refer to their A&M-Central Texas catalog under academic information for refund periods and the last day to withdraw with a guaranteed "W" grade. After the last day to drop courses, students will receive a "WF" which is calculated as an "F" for GPA purposes. Each "W" or "WF" is counted as one of the six permitted drops.

5. Scholastic Deficiency/Probation

The following applies to all students unless more restrictive rules are included as part of special admission conditions or unless more restrictive rules have been approved for a program, department, or school.

- 5.1. The purpose of academic warning, probation and suspension is to make the student aware of the University's concern that satisfactory progress is not being made in the student's course of study. Early notification of this concern maximizes the student's opportunity to make appropriate adjustments to remain in good academic standing.

6. Code of Academic Integrity

6.1. Introduction

Texas A&M University-Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community.

Though we believe in a community approach, we want to emphasize that students' responsibilities include, but are not limited to, maintaining integrity in their own academic work, reporting incidents of academic misconduct to the instructor involved, and to be educated on these academic community standards.

Ignorance of our standards and expectations is never an excuse to act with a lack of integrity. Any violation of the Code of Academic Integrity shall also be considered a violation of the A&M University-Central Texas Code of Student Conduct.

6.2. Definitions of Academic Integrity

Integrity is integral to scholarly work.

The Center for Academic Integrity defines academic integrity as a “commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility.” The excellence we, as an academic community, strive for is bound fundamentally to these values. Academic misconduct is any act that improperly affects a true and honest evaluation of a student’s academic performance.

Misconduct may occur when the student acts knowingly or should reasonable know the act is misconduct.

6.3. Defining Academic Work

Academic work is defined as all work submitted for any course or program and all academic activities such as enrollment and withdrawal from a class.

All academic work at A&M-Central Texas is expected to be submitted with integrity and uncompromising adherence to the standards described. Academic dishonesty includes the commission of any of the following acts. This listing is not, however, exclusive of any other acts that may reasonably be called academic dishonesty.

6.4. Academic Integrity Rules

6.4.1. Cheating

Cheating is committing fraud on an exam, report, paper, or other course assignment or requirement. Students shall not, without prior approval of the instructor, use or attempt to use material not intended for student use, information, instructor designated materials, or study aids in any form.

6.4.2. Plagiarism

Plagiarism is defined as representing another’s work as one’s own without acknowledgement or citation.

Students shall not replicate or assume the ideas, thoughts, theories, formulas, illustrative work, or words of another person without proper acknowledgement and citation.

6.4.3. Unauthorized Collaboration

Many classes will emphasize working with a partner or in groups. Additionally, A&M-Central Texas encourages students to be supportive of one another. Unless otherwise approved by the course instructor it is assumed that all work submitted is the product of the sole student.

Simply discussing assignments is not a violation of the Code.

Students must submit work that is original to them and will only collaborate when given permission by the course instructor.

6.4.4. Falsification of Data, Records, and Official Documents

Altering or manufacturing information submitted for a grade, publication, admission (to the university or a class), or for an excused absence.

Students shall not falsify or provide manufactured data on academic work, admission information, student records, grades, or documentation to or from instructors.

6.4.5. Collusion

Assisting another person in academic misconduct or allowing academic misconduct to happen while having knowledge of the act is equivalent to committing the specific act.

The institution encourages students to be supportive of one another; however, we strongly discourage students from wholly sharing work. There is a difference between helping a fellow student work through a problem and allowing that student to copy your work.

Students who have knowledge of academic misconduct prior to or after its completion are expected to share that information with the instructor.

6.4.6. Malicious interference/tampering with University property

Stealing, changing, destroying, gaining unauthorized access to, or impeding another's work. It is considered a violation of academic integrity to steal, change, destroy, or in some way tamper with a person's work or computer access.

6.4.7. Multiple submissions

Multiple submissions are defined as students submitting a graded assignment or course requirement more than once without prior approval from the instructor. Unless given specific prior permission, students are expected to only submit academic work once.

6.4.8. Violation of course rules

Instructors and academic programs and departments are tasked with creating courses that will challenge students and create an optimal learning experience. Syllabi and other instructions given by instructors are used to communicate course rules.

A student shall not violate rules established by the course syllabus, verbal or written instructions, department or programmatic standards, or materials related to the content of the course.

6.5. **Reporting Academic Misconduct**

The entire university – not just instructors – may report academic misconduct. Referrals to the Office of Student Conduct may be made at:

https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0 or by calling the Office of Student Conduct at 254-501-5909.

6.6. **Request for Reconsideration or Review**

Students who wish to request reconsideration of the outcome of their student conduct hearing must follow the request procedure outlined in the Code of Student Conduct. Students wishing to request reconsideration of a grade assigned by a faculty member must follow the grade appeal procedure.

7. Principle of Equal Education Statement

In compliance with Title IV of the Civil Rights Act of 1964, A&M-Central Texas has an abiding institutional commitment to the principle of diversity in all areas. In that spirit, admission to Texas A&M University-Central Texas and any of its sponsored programs is open to all qualified individuals without regard to any subgroup classification or stereotype. These benefits include such matters as housing, financial assistance, recruitment and any type of personnel service.

Part II: Student Life Rules (Rules 8 - 24)

8. Students' Rights and Responsibilities

- 8.1. While no university may punish, forbid, heavily regulate, or restrict speech rights protected by the First Amendment, Texas A&M University-Central Texas aspires that its students will engage with members of the university community in a courteous, respectful, dignified, and academic manner.
- 8.2. Each student shall have the right to participate in all areas and activities of the university, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status in accordance with applicable federal and state laws.
- 8.3. No university official or student, regardless of position or rank, shall violate these rights; any custom, tradition, or regulation in conflict will not be allowed to prevail.
- 8.4. Students are expected at all times to recognize constituted authority, to conform to the ordinary rules of good conduct, to be truthful, to respect the rights of others, to protect private and public property, and to make the best of their time toward an education.

9. Basic Rules and Procedures Governing Student Life

- 9.1. Texas A&M University-Central Texas' primary concern is the success and well-being of our students.
- 9.2. The University attempts to provide a campus environment that is conducive to academic endeavor and personal and professional growth for all students.
- 9.3. The University will determine, publish and make known its rules concerning student conduct. The University has the right to determine when its rules are violated and to determine the appropriate course of action. By enrolling in Texas A&M University-Central Texas, the student accepts the responsibility to comply with the University's authority, to respect the rights of others and to protect private and public property.
- 9.4. Every student has the right to all advantages, prestige and honors available to a student of this University. The student retains the rights guaranteed under the Constitution of the United States, the right of freedom from control by any persons except as may be in accord with published rules of the University, the right to pursue an education and to receive a degree or certificate for the successful completion of its requirements.
- 9.5. Any complaints filed with legal authorities on behalf of the University as a result of violations of the Texas Penal Code will be so filed by the Chief of Police for Texas A&M University-Central Texas.
- 9.6. Students are expected to be fully acquainted with all published standards of conduct in the Code of Student Conduct.
- 9.7. Students are responsible for obtaining all published materials and updates relating to this Code from the Division of Student Affairs.
- 9.8. This Code is not intended to be a comprehensive list of standards students are held to and whenever this document is unclear, students are expected to uphold the "spirit" of the Code of Student Conduct. Any question of interpretation or application of this Code of Student Conduct shall be referred to the Division of Student Affairs.

10. Code of Student Conduct

The General Order on Judicial Standards of Procedural and Substance in Review of Student Discipline in Tax Supported Institutions of Higher Education supports higher standards of behavior for students.

Attendance at a university is not compulsory. The voluntary attendance of a student at a university is a voluntary entrance into the academic community. By such voluntary entrance, the student voluntarily assumes obligations of performance and behavior reasonably imposed by the university. These obligations are generally much higher than those imposed on all citizens by the civil and criminal law. A university may discipline students to ensure compliance with these higher obligations as a teaching method or to sever the student from the academic community.

The General Order further emphasizes the ability of universities to establish standards of superior ethical and moral behavior that occur either on or off campus.

No rule, no matter how carefully worded, can cover all eventualities completely. Beyond specific rules, we should all aspire to conduct ourselves with respect for others, the highest ethical standards, and personal integrity. This is what the Warrior Spirit is all about.

10.1. Definitions

Only for purposes of this Code of Student Conduct, the following terms and definitions will apply. The Dean of Student Affairs or designee reserves the right to interpret and enforce this Code of Student Conduct.

- 10.1.1. **“Accused student”** or **“Respondent”** shall mean any student charged with a violation of a student *rule* or is the subject of a complaint.
- 10.1.2. The term **“Administrative Disposition”** refers to a less formal route for students to discuss and potentially resolve allegations of misconduct. Typically, the *administrative disposition* is reserved for students not challenging the underlying facts of the allegation(s).
- 10.1.3. **“Chairperson”** shall refer to a *Student Conduct Administrator* who is authorized by the Dean of Student Affairs or designee to take the lead role in conducting *conferences* when there is more than one person serving as a *Student Conduct Panel* and/or more than one *Student Conduct Administrator* present.
- 10.1.4. The term **“charge”** means an allegation of a potential violation of the Student Rules. Charges are issued after a Student Conduct Administrator has determined sufficient information exists to hold a *conference* to determine whether a student (or students) has violated a *rule* or (*rules*).
- 10.1.5. **“the Code,”** or similar derivations, shall refer to the Code of Student Conduct.
- 10.1.6. The term **“complainant”** means any person who submits information indicating a student *may* have violated the Code. Information brought forth by a *complainant* may result in an investigation. (For Student Rule sections 10.4.15, **“complainant”** means any person who is the alleged recipient, or whom is reporting incidents, of alleged behaviors concerning sexual misconduct, sexual harassment, dating violence, domestic violence, or stalking that are currently under review by the Offices of the Dean of Student Affairs.)
- 10.1.7. The term **“conference”** means a process which provides an opportunity for an accused *student* to respond to a specific *charge* or *charges*. The purpose of a *conference* is to determine whether there is a preponderance of information to support the *charges* and if so, to determine the appropriate *sanction* or *sanctions*.
- 10.1.8. The term **“consent,”** solely for the purposes of the Sexual Misconduct rule 10.4.15, means clear, voluntary, and positive verbal or non-verbal communication that all participants have agreed to the sexual activity.
 - *Consent* must occur prior to or at the same time as the sexual activity.

- *Consent* must remain clear, voluntary, and positive throughout the sexual activity.
 - *Consent* must be given for the current sexual contact. The existence of a prior relationship or prior sexual activity does not ensure *consent* for current or future sexual contact. There must be *consent* for each specific type of sexual contact throughout the sexual activity. *Consent* must be given by each participant involved.
 - A person must be 17 years of age or older to be able to consent to sexual activity if the other participant(s) involved are more than three (3) years of age older than that person.
 - A person who is clearly or visibly incapacitated is not able to give *consent* to sexual activity (see definition of *incapacitation*).
- 10.1.9. The term “**dating violence**” means any physical abuse or sexual misconduct, other than a defensive measure to protect oneself, committed by a person who is or has been in a social relationship of a romantic or intimate nature with the *complainant*.
- 10.1.10. The term “**domestic violence**” means any physical abuse or sexual misconduct, other than a defensive measure to protect oneself, committed by a person who is or has been a current or former spouse of the *complainant*, person with whom the *complainant* shares a child in common, person who is cohabitating with or has cohabitated with the *complainant* as a spouse, a person similarly situated to a spouse of the *complainant*, or any other person against an adult or youth *complainant* who is part of that person’s household.
- 10.1.11. The term “**faculty member**” refers to any person hired by the University to conduct classroom, teaching, or research activities or who is otherwise considered by the University to be a member of its faculty.
- 10.1.12. The term “**Formal Conference**” refers to a formal route for students to resolve allegations of misconduct.
- 10.1.13. The term “**hostile environment**” means a situation in which there is harassing conduct based on a legally protected status that is so severe, persistent, or pervasive enough to create a work or educational environment that a reasonable person similarly situated would consider intimidating or abusive. The determination of whether an environment is “hostile” must be based on all of the circumstances, which may include frequency of the conduct, the nature and severity of the conduct, whether the conduct was physically threatening or humiliating, and the mental or emotional effect of the conduct on the individual subjected to the alleged illegal discrimination, sexual harassment and/or related retaliation. Petty slights, annoyances, and isolated incidents (unless extremely serious) will not rise to the level of illegality or policy violation.
- 10.1.14. The term “**incapacitation**” means the physical and/or mental instability to make informed, rational judgments. States of *incapacitation* include, but are not limited to, sleep, unconsciousness, and brownouts and blackouts (where an individual is awake but is not forming memories). Where alcohol or other drugs are involved, *incapacitation* is defined with respect to how the substance consumed impacts a person’s decision-making capacity, awareness of consequences, and ability to make fully informed judgments.
- 10.1.15. The term “**investigation**” means the follow through on a complaint to ascertain details and circumstances associated with the complaint. *Investigations may* result in *charges*, a form of alternative dispute resolution, or dismissal of complaint. This determination is made at the sole discretion of the Dean of Student Affairs and/or designee.
- 10.1.16. The term “**may**” is used in the permissive sense.
- 10.1.17. The term “**member of the University community**” includes any person who is identified by the University as a student, faculty member, staff, University Official, or any other person employed by the *University or by a company contracted to provide services for the University*.
- 10.1.18. A finding of “Not Responsible” shall refer to a finding of a Student Conduct Administrator the accused student(s) did not violate the Code or there is insufficient information available to hold the student(s) responsible.

- 10.1.19. The term “**organization**” means any number of people who meet any single or combination of the following criteria:
- belong to a group whose members are primarily A&M University-Central Texas *students* including but not limited to academic, athletic, recreational, religious, performance, political, and social or similar groups, and/or
 - have complied with the formal requirements for *University* recognition, and/or
 - are advised by a *University official* whose position description designates them as an advisor, and/or
 - are advised by a *University official* who has volunteered as an advisor, and/or
 - are otherwise considered by the *University* to be an *organization*.
- 10.1.20. A finding of “Responsible” shall refer to a finding of a Student Conduct Administrator the accused student(s) violated the Code.
- 10.1.21. The term “**retaliation**” means any adverse action taken against a person for making a good faith report of a violation of Texas A&M University System policies, university rules, student rules, and/or the law, or for participating in any proceeding related to the investigation or resolution of such report. Retaliation includes threatening, intimidating, harassing, coercing or any other conduct that would discourage a reasonable person from engaging in activity protected under this policy. Retaliation may be present even where there is a decision of “unsubstantiated,” “insufficient information to substantiate,” “not responsible” on the allegations. Retaliation does not include good faith actions lawfully pursued in response to a report. Violation of an interim, remedial, or protective measure will be considered retaliation.
- 10.1.22. The terms “request for reconsideration,” “request for review,” or “appeal” shall mean a written request from a student to review the outcomes of a conference.
- 10.1.23. The term “**sanction**” includes responses or requirements given by the *University* to a *student* during a *conference* in response to a violation of a *rule*. *University sanctions* include all items listed in Rule 12 of this Code.
- 10.1.24. The term “**shall**” is used in the imperative sense.
- 10.1.25. The term “**staff**” means any person who is employed by the *University* and not defined as *faculty*.
- 10.1.26. The term “**student**” includes all persons who have accepted their offer of admission, and/or who are taking courses at the *University*, either full-time or part-time, pursuing undergraduate, graduate, or professional studies and who are either currently enrolled or were enrolled the previous long semester and registered for any future semester or academic period. Persons who withdraw after allegedly violating the Code, or who are not officially enrolled for a particular term but who have a continuing relationship with the *University* are considered *students*.
- 10.1.27. “**Student Conduct Administrator**” means a *University official* authorized by the Dean of Student Affairs or designee to collect information, to initiate *charge* letters, articulate *charges* in conferences, present information to support *charges*, to conduct *conferences*, and to impose *sanctions* upon any *student(s)* found to have violated the Code. The Dean of Student Affairs or designee may authorize a *Student Conduct Administrator* to serve simultaneously as a *Student Conduct Administrator* as the sole member, or one of the members of a Student Conduct Panel.
- 10.1.28. The term “Student Conduct Panel” means any person or persons authorized by the Dean of Student Affairs or designee to determine whether a *student* has violated the Code and to determine *sanctions* that *may* be imposed when a *rule* violation has been committed (or the student found responsible).
- 10.1.29. The term “rule” encompasses those behavioral expectations contained in, but not limited to, the Student Rules, and University Network Acceptable Use Rules. These rules should be read broadly and are not designed to define prohibited conduct in exhaustive terms.
- 10.1.30. The term “university” or “institution” shall mean Texas A&M University-Central Texas.
- 10.1.31. The term “University Official” means any person employed by the University, performing assigned administrative or professional responsibilities.

- 10.1.32. The term “university premises” includes all land, buildings, facilities, and other property in the possession of or owned, leased, operated, supervised, used or controlled by the *University* (including adjacent streets and sidewalks)
- 10.1.33. “Weekday” or “Day” means a day Monday through Friday excluding any day(s) that is an official university holiday or when regularly scheduled classes are suspended.
- 10.1.34. The Dean of Student Affairs is the person designated by the University President to be responsible for the Code of Student Conduct. The Dean of Student Affairs *may* assign a designee to meet these responsibilities.

10.2. Student Conduct Authority

- 10.2.1. The Dean of Student Affairs or designee *shall* develop procedures for the administration of the student conduct system and for the implementation of Student Conduct Conferences consistent with provisions of the Code of Student Conduct.
- 10.2.2. The Dean of Student Affairs or designee *shall* determine the composition of Student Conduct Panel(s) and determine which Student Conduct Panel, Student Conduct Administrator, or appellate body *shall* be authorized to hear each matter.
- 10.2.2.1. The members of the Student Conduct Panel, or formal conference body, *shall* be recommended to and approved by the President of A&M-Central Texas.
- 10.2.3. Decisions made by a Student Conduct Panel and/or Student Conduct Administrator *shall* not be final until the appellate processes have been exhausted, waived, or time has expired.

10.3. Jurisdiction of The Code

- 10.3.1. The Code *shall* apply to conduct that occurs on university premises or conduct that adversely affects the *University* community and/or the pursuit of its objectives (mission). This action *may* be taken for either affiliated or non-affiliated activities.

The *university may* take action in incidents occurring off *university* premises involving: student misconduct demonstrating disregard for any person; when a student’s or organization’s behavior threatens the health, safety, or property of another; and/or when a student’s sexual harassment of a *Member of the University Community* occurring off campus creates a hostile environment on campus; or any other activity which has a substantial negative effect on the university community and/or the university’s pursuit of its objectives.

Using the Dean of Student Affairs’ discretion, the Dean of Student Affairs or designee *shall* decide whether the Code *shall* be applied to conduct occurring off campus, on a case by case basis.

This Code applies at all locations of the *University*, except those campuses and locations who write their own student conduct code.

Conduct engaged through electronic communication including, but not limited to, social media, e-mail, and text messaging shall also be governed by this Code of Student Conduct.

10.4. Rules and Regulations

Conduct standards at the *University* are set forth in writing in order to give *students* general notice of prohibited conduct. These rules should be read broadly and are not designed to define prohibited conduct in exhaustive terms.

Any *student* found to have committed, or to have attempted to commit, the following misconduct is subject to the disciplinary sanctions outlined in Section (#). It *shall* not be a defense that a *University official*, a student leader or other person authorized the behavior in question:

- 10.4.1. Dishonesty. Acts of dishonesty, including but not limited to the following:
- The intentional making of a false report of a bomb, fire, or other emergency on *University* premises or *university-related* premises by any means of activating a fire alarm or in any other manner
 - Forgery, alteration, possession, or misuse of any *University* documents, forms, records, or instruments of identification
 - Submission of false information at the time of admission or readmission is grounds for rejection of the application, withdrawal offer of acceptance, cancellation of enrollment, dismissal or other appropriate disciplinary action
 - Students are expected to communicate honestly and demonstrate a respect for the truth. It is a violation to knowingly furnish false, falsified, or forged information, to the conduct process or to any *university* official
- 10.4.2. Harassment. Behavior that is severe, pervasive, or persistent to a degree that a reasonable person similarly situated would be prevented from accessing an educational opportunity or benefit. This behavior includes, but is not limited to, verbal abuse, threats, intimidation, and coercion. In addition, harassment *may* be conducted by a variety of mediums, including but not limited to, physical, verbal, graphic, written, or electronic.
- 10.4.2.1. Sexual Harassment. (See Sexual Misconduct Rule, 10.4.15)
- 10.4.2.2. Stalking. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
- a. Fear for the person's safety or the safety of others; or
 - b. Suffer substantial emotional distress.

For purposes of this rule:

- a. Course of conduct means two or more acts, including, but not limited to, acts which the individual directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
 - b. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
 - c. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- 10.4.3. Physical abuse. Any attempt to cause injury or inflict pain; or causing injury or inflicting pain. Also causing physical contact with another when the person knows or should reasonably believe the other will regard the contact as offensive or provocative. It is not a defense that the person, group, or *organization* against whom the physical abuse was directed consented to, or acquiesced to, the physical abuse.

For purposes of this rule, physical abuse is not intended to prohibit the following conduct:

- a. Customary public athletic events, contests, or competitions that are sponsored by the *University* or the organized and supervised practices associated with such events; or
 - b. Any activity or conduct that furthers the goals of a legitimate educational curriculum, a legitimate extracurricular program or a legitimate military training program as defined and approved by the *University*.
- 10.4.3.1. Domestic abuse/violence. Physical abuse by one or more parties in a domestic relationship against one or more parties in that domestic relationship. Includes actions committed by a current or former

spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, or by a person similarly situated to a spouse of the victim.

10.4.3.2. Dating abuse/violence. Physical abuse by one or more parties in a dating or romantic/intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:

- Length of the relationship
- Type of relationship
- Frequency of interaction between the parties involved in the relationship

10.4.4. Theft/Damages

10.4.4.1. Theft. Unauthorized acquisition or possession of items/services that belong to another person or entity. This includes knowingly possessing such stolen property. This also includes theft of services and/or misuse of another's property including, but not limited to, unauthorized use of another's property and use of a forged parking permit.

10.4.4.2. Vandalism. Behavior that intentionally or knowingly destroys, damages, or litters any property of the *University*, of a *University* community member, of another institution, or of another person, on or off campus (as permitted in Section 10.3) is prohibited under this *rule*.

- Charges for repair may be assessed to the student(s) found responsible.

10.4.5. Hazing. Any acts directed against a student by another student or by a group of students will be considered hazing if the intent or effect of such acts would intimidate the student or subject the student to indignity or humiliation. Hazing is a violation of Texas state law. See the Texas Education Code, sections 37.151 and 51.936 and/or Appendix 2 of these Student Rules.

Examples of prohibited behavior includes, but is not limited to:

- Any act that endangers the mental or physical health or safety of a *student*, or that destroys or removes public or private property, and/or;
- Assisting, directing, or in any way causing others to participate in degrading behavior and/or behavior that causes ridicule, humiliation, or embarrassment, and/or;
- Engaging in conduct which tends to bring the reputation of the *organization*, or *University*, into disrepute for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or *organization*; or as any part of any activity of a recognized student *organization* or student group, and/or;
- Misuse of authority by virtue of one's class rank or leadership position,
- Striking another *student* by hand or with any instrument,
- Any form of physical bondage of a *student*,
- Taking of one or more *students* to an outlying area and dropping them off,
- Causing a *student* to violate the law or a *University rule* such as indecent exposure, trespassing, violation of visitation, etc.

10.4.5.1. Voluntary submission to hazing is prohibited.

For purposes of this rule, physical abuse is not intended to prohibit the following conduct:

1. Customary public athletic events, contests, or competitions that are sponsored by the *University* or the organized and supervised practices associated with such events; or
2. Any activity or conduct that furthers the goals of a legitimate educational curriculum, a legitimate extracurricular program or a legitimate military training program as defined and approved by the *University*.

- 10.4.6. Breaching Safety or Security. This includes, but is not limited to: Unauthorized access to University keys or access cards; or propping open of campus building doors; unauthorized entry into another person's or entity's residence, vehicle, or business.
- 10.4.7. Fire Safety. This includes, but is not limited to: unauthorized use or misuse of emergency safety equipment including, smoke detectors, alarm pull stations, Automated Electronic Defibrillators (AEDs), trauma/first aid kits, stairwell evacuation chairs, fire department valves, fire extinguishers, gas detectors, and emergency exits.
- 10.4.7.1. Use or possession of candles, incense burners, oil lamps, and similar items with an open flame are not permitted.
- 10.4.8. Smoke-Free Areas. Smoking is restricted to designated areas 50 feet away from entryways. The use of tobacco, smokeless tobacco products, or electronic cigarettes (e-cigs) is not permitted.
- 10.4.9. Failure to present identification. Failure to provide identification upon the request of a *University* official acting in the performance of official duties or resisting or obstructing a *University* or public official in the performance of official duties.
- 10.4.10. Failure to Comply with proper and lawful direction of any *University official* or law enforcement officer.
- 10.4.11. Weapons & Explosives. Illegal or unauthorized use, possession of fireworks or explosives, other weapons, or dangerous chemicals on *University premises* or at any *University-sponsored* activity or use of any such item, even if legally possessed, in a manner that harms or threatens or causes fear to others is prohibited. Illegal or unauthorized use or storage of any weapon. The term weapon may be defined as any object or substance designed to inflict a wound, cause injury or pain, or to incapacitate. Weapons may include, but are not limited to, all firearms, pellet guns, tasers, stun guns, slingshots, martial arts devices, switchblade knives, and clubs.
- 10.4.11.1. In accordance with Texas statutes, there are no restrictions on the storage or transportation of a firearm or ammunition in a locked, privately owned or leased motor vehicle by a person who lawfully possesses such firearm or ammunition.
- 10.4.11.2. This rule does not prohibit pepper spray or mace as a personal safety device.
- 10.4.11.3. In accordance with Texas S.B.11 (2017), students who lawfully acquired a State of Texas (or other state with a reciprocal relationship with Texas) concealed handgun license may have their handgun concealed on their person in all areas of campus unless otherwise indicated by posted *University* signs.
- 10.4.11.4. Possession, ignition or detonation of any explosive device, fireworks, liquid or object that would cause damage to property or injury to persons
- 10.4.12. Misuse of Computing Resources. Failure to comply with *University* regulations and policies, license agreements, and contracts governing network, software and hardware use; abuse of communal resources; use of computing resources for unauthorized commercial purposes or personal gain; failure to protect your password or use of your account; breach of computer security, harmful access or invasion of privacy. Misuse and/or other abuse of computer facilities and resources including, but not limited to:
- Use of another individual's identification and/or password
 - Use of computing facilities and resources to send obscene or threatening messages
 - Use of computing facilities and resources in violation of copyright laws
 - Accessing, transmitting, or copying programs, curriculum, records, data, or other electronic information belonging to the *University* or another user without authorization
 - Attempting to breach the security of another user's account or attempting to deprive another user of access to the *University's* computing resources
 - Attempting to delete, destroy or modify programs curriculum, records, data, or other electronic information belonging to the *University* or another user

- 10.4.13. Disruption of University Activities. Engaging in conduct that unreasonably, materially, or substantially interferes with or disrupts any *University* teaching, research, administrative, disciplinary, public service, or other authorized activity whether on or off campus. Such activities *may* include, but are not limited to:
- Leading or inciting others to disrupt scheduled and/or normal activities on *University premises*
 - Classroom behavior that seriously interferes with either (a) the *faculty member's* ability to conduct the class or (b) the ability of other *students* to profit from the instructional program
 - Any behavior, in class or out of class, which, for any reason, interferes with the class work of others, involves disorder, or otherwise disrupts the regular and essential operation of the *University*.
 - Any behavior that obstructs or restrains the passage of any person on *University* property, or preventing or attempting to prevent by force, violence or threat, the entrance or exit of any person to or from *University* property without the authorization of the administration of the *University*
 - Any activity or conduct that violates the Texas A&M University-Central Texas University Rules on Freedom of Expression
- 10.4.14. Violations of Public Law. Commission of any criminal offense under federal where the conduct of the student or student organization may interfere with the *University's* objectives
- 10.4.15. Sexual Misconduct. Non-consensual sexual contact in the absence of clear "active" or "affirmative" consent ranging from unwanted verbal conduct or sexual touching to penetrative intercourse. Active or affirmative consent is given only when each person expressly agrees to the activity freely, willingly, and knowingly. (see Appendix 3)

Sexual misconduct also includes unwelcome sexual conduct that does not include actual contact. An individual who is mentally incapacitated, unconscious, or unaware the sexual abuse is occurring is considered unable to give consent. The type of force employed *may* involve physical force, coercion, intentional impairment of an individual's ability to appraise the situation through the administration of any substance, or threat of harm to the victim. The *University* does not wish to interfere with private choices regarding personal relationships when these relationships do not interfere with the goals and standards of the *University*.

In accordance with Texas SB 212 (2019), all employees of the *University* are mandated by law to report to the Title IX Coordinator, deputy coordinators, or law enforcement when the employee receives information of an incident the employee reasonably believes constitutes sexual harassment, sexual assault, dating violence, or stalking and is alleged to have been committed by or against a person who was a student enrolled at A&M-Central Texas at the time of the incident. Failure to do so may result in criminal penalties against the employee.

- 10.4.15.1. Sexual harassment. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact is prohibited when:
- A condition of instruction, employment, or participation in other *University* activity;
 - Submission to or rejection of such conduct by an individual is used as a basis for evaluation in making academic or personnel decisions affecting the individual;
 - Such conduct is sufficiently severe, pervasive, or persistent that it interferes with the individual's education, employment, or creates an intimidating, hostile, or offensive *University* environment
- 10.4.15.2. Non-Consensual Sexual Intercourse. Sexual penetration or contact with any object or body part without consent and/or by force or threat is prohibited. Penetration includes anal, vaginal, and oral penetration.

- 10.4.15.3. Non-Consensual Sexual Contact: Any intentional sexual touching without consent and/or by force or threat is prohibited.
- 10.4.15.4. Sexual exploitation. Taking non-consensual or abusive advantage of an individual that is sexual in nature for one's own benefit or advantage, or to the benefit or advantage of anyone other than the person being exploited.

Examples of this behavior include, but are not limited to:

- Soliciting sexual contact with an individual in person or online who is or represents his or herself to be under the age of 14, or under the age of 17 and more than 3 years younger than the soliciting party, or an individual whom the soliciting party believes to be under the age of 14, or under the age of 17 years and more than 3 years younger than the soliciting party;
 - Knowingly possessing, creating, distributing, and/or viewing material which includes sexual images of one or more individuals under the age of 18;
 - Engaging in voyeurism;
 - Prostituting another person;
 - Exposing an individual's anus or any part of an individual's genitalia in a manner that is reckless about whether another individual is present who will be offended or alarmed;
 - Permitting third parties to observe sexual activity without the knowledge of and/or *consent* of any party involved in the sexual activity;
 - Electronically recording or transmitting images or sounds of another person or persons engaging in sexual activity without knowledge and *consent*;
 - Knowingly putting another person at risk and/or knowingly transmitting a sexually transmitted infection to another person or persons without their knowledge.
- 10.4.16. Abuse of process. Abuse of the student conduct, disciplinary, and/or legal processes including, but not limited to, investigations, conferences, and appeals. Prohibited behavior includes, but is not limited to:
- Failure to appear before a *Student Conduct Panel*, *Student Conduct Administrator*, and/or *University official* for a *conference* as part of an official *University* disciplinary process
 - Falsification, distortion, or misrepresentation of information
 - Disruption or interference with the orderly conduct of an *investigation*, *conference*, or an appeal process
 - Intentionally initiating or causing to be initiated any false report
 - Attempting to discourage an individual's proper participation in, or use of, a student conduct, disciplinary, legal, or complaint process
 - Attempting to influence the impartiality of a member of the *Student Conduct Panel* prior to, and/or during the course of, the *Student Conduct Panel* proceeding
 - Verbal or physical intimidation, and/or retaliation of any party to the Student Conduct proceeding prior to, during, and/or afterward
 - Committing a violation of *University* rules while serving a conduct probation or failing to meet deadlines imposed in accordance with *University* rules
 - Failure to abide by the terms of *University* administered *sanctions*
 - Influencing or attempting to influence another person to commit an abuse of the Student Conduct system or process
- 10.4.17. Collusion. Attempting, aiding, abetting, conspiring, hiring or being accessory to any act prohibited by this Code shall be considered to be the same as completed violations
- 10.4.18. Alcohol. Alcohol use, possession, distribution (except as expressly authorized by *University* regulations), dispensing, sale, or manufacturing is prohibited on *University premises* and at *University* sponsored events. In addition, use, possession, or distribution of alcohol beverages while

driving or riding in or on a vehicle on *University premises* is prohibited. Alcoholic beverages may not, in any circumstance, be used by, possessed by, or distributed to any person under twenty-one (21) years of age. Individuals may not be in a state of public intoxication or drunkenness. Individuals may not operate a motor vehicle or any form of transportation while intoxicated or while under the influence of alcohol.

- 10.4.19. Drugs/Drug Paraphernalia. The act of using, possessing, being under the influence of, manufacturing, or distributing illicit drugs or illicitly obtained/possessed controlled substances is prohibited. Abusing legally obtained drugs by failing to take the drugs as directed. Except as expressly permitted by law, use, possession, manufacturing, or distribution or being a party thereto of marijuana, heroin, narcotics, or other controlled and/or prescribed substances and/or drug paraphernalia and/or dangerous drug is also prohibited. Individuals may not operate a motor vehicle or other form of transportation while under the influence of drugs or while intoxicated. Synthetic drugs that mimic the effects of illicit drugs are also prohibited.
- 10.4.19.1. Drug Paraphernalia, including but not limited to, bong and vaporizers are not permitted on campus.
- 10.4.20. Disorderly conduct. Public behavior that is disruptive, lewd, or indecent; breach of peace; or aiding, or procuring another person to breach the peace on *University premises* or at functions sponsored by the *University* or participated in by members of the *University* community.
- 10.4.21. Bias-Related Violations. Violations of 10.4 of this Code of Student Conduct motivated by prejudice toward a person or group because of factors such as race, religion, ethnicity, disability, national origin, political affiliation, age, gender (perceived or actual), or sexual orientation (perceived or actual) *may* be assessed an enhanced *sanction* as prescribed in Student Rule 12 of this publication.
- 10.4.22. Amnesty in Reporting Violations
Gender-Based and Sexual Misconduct. The *University* encourages *students* to report sexual misconduct and seeks to remove barriers preventing an individual from reporting. Students who were under the influence of alcohol and/or drugs at the time of the incident may experience hesitation in making a report because of potential consequences for their own conduct. Students who report sexual misconduct, as a complainant or witness, will not be subject to disciplinary action for their use of alcohol and/or drugs at or near the time of the incident. TAMUCT may still have an educational discussion with the student regarding
- 10.4.23. Violations of Law and University Discipline

The focus of inquiry in student conduct proceedings shall be the determination of whether a violation of *University* rules occurred. Student conduct proceedings *shall* be informal in nature and need not comply with the formal processes associated with the criminal and civil courts, nor *shall* deviations from prescribed process necessarily invalidate a decision or proceeding unless significant prejudice to the *student* or *University* may result.

Standards outlined by the *University* for *students* *may* be higher than those standards set for the general population. As each person is subject to multiple layers of expectations through the Federal, State, County and local governments, *students* are further expected to maintain a higher standard of behavior as members of the *University* community. *Students* failing to adhere to those standards *may* be subject to a University conduct process in addition to civil or criminal litigation should the behavior also be a potential violation of the law. The attempted analogy of student discipline to criminal proceedings against adults and juveniles is not sound.

Students *may* be charged with conduct that potentially violates both the criminal law and this Code of Student Conduct (that is, if both possible violations results from the same factual situation)

without regard to pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Code of Student Conduct *may* be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of the Dean of Student Affairs or designee.

Determinations made or *sanctions* imposed under this Code of Student Conduct *shall* not be subject to change because criminal *charges* were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

When a *student* is charged by federal, state, or local authorities with a violation of law, the *University* will not request or agree to special consideration for that individual because of that individual's status as a *student*. If the alleged offense is also being processed under the Code of Student Conduct, the *University may* advise off-campus authorities of the existence of the Code of Student Conduct and of how matters are typically handled within the *University* community. The *University* will attempt to cooperate with law enforcement and other agencies in the enforcement of criminal law on campus.

11. Student Conduct Proceedings

All charges shall be presented to the accused student in written form through the student's *University* email account. It is the responsibility of the student to regularly access and review their university email. The accused student will be given at least three (3) *University business days* to prepare for a conference. In all student conduct proceedings, the accused student shall be presumed *not responsible* until it is proven a violation of *University* rules occurred by a preponderance of the information shared.

If the University Conduct Officer or designee is unable to contact the respondent in person, via e-mail, or via telephone, within the timeframe specified by the notification of charges, the notice of disciplinary action and procedures will be mailed through post to the respondent's address of record maintained with the *University*.

For cases in which a reasonable effort was made to notify the respondent(s) of the complaint and of the time and place of the conference, the *University* may conduct a conference at which the respondent is not present. The University Conduct Officer or designee will consider the information provided, weight the facts, and render an appropriate decision. The University Conduct Officer or designee may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the complainant, respondent, and/or other witnesses during the conference. There is no entitlement to these accommodations and they shall be determined by the University Conduct Officer. The University Conduct Officer or designees may also make reasonable accommodations to provide access for students with disabilities.

The Office of Student Conduct shall ensure student conduct conferences comply with A&M System policies and state and federal law. Respondents have the right to know the allegations with which they are charged and to respond to those charges. Respondents have the right to review all information provided in the conference.

- 11.1. The University Conduct Officer or designee shall investigate reported student or organizational misconduct. The investigator will gather evidence and evaluate the evidence for accuracy, credibility, and sufficiency.

- 11.1.1. When a report is filed, the respondent will be asked to meet with a conduct officer to discuss the allegations, the conduct process, the rights and responsibilities of parties, and possible outcomes and/or sanctions.
- 11.1.2. The respondent has the opportunity to be assisted by a support person of the respondent's choosing and at the respondent's own expense.
 - 11.1.2.1. The support person may not be an attorney unless the respondent is also the subject of a pending subsequent criminal matter arising out of the same circumstances; in such cases, the respondent may be allowed to have an attorney serve as the student's support person at their own expense, to behave in the same manner as any other support person. If the support person is an attorney, the respondent must inform the Office of Student Conduct at least three (3) university business days in advance of the scheduled conference.
 - 11.1.2.2. Students who are charged in the same fact pattern, or who are not in good standing with the University are not eligible to serve as support persons at conduct proceedings.
 - 11.1.2.3. The support person may not be a witness or otherwise have any conflicting role in the process.
 - 11.1.2.4. The support person may not actively participate during the process and may not directly address any involved university official, or advocate on behalf of the student. Failure to comply with this limitation may result in removal of the support person from a conference.

Respondents are responsible for presenting their own information. Therefore, a student should select a support person whose schedule allows attendance at the scheduled date and time for the student conduct conference. Student conduct conferences will not typically be delayed due to the scheduling conflicts of a support person. There is no restriction on who a student may consult or seek advice from, the restriction pertains to the conduct conference only.

- 11.1.3. Respondents and the University Conduct Officer or designee may arrange for witnesses to present pertinent information in the conference. Witnesses may provide this information to an answer questions from the Student Conduct Panel, University Conduct Officer or designee, respondent student and/or in cases involving one or more charges including sexual harassment, sexual misconduct, dating violence, domestic violence, stalking, or retaliation for a report of one of these rules, the complainant. (Character statements shall be accepted in written form only.) In cases involving one or more charges that include sexual harassment, sexual misconduct, dating violence, domestic violence, stalking, or retaliation for a report of one of these rules, the complainant student shall have the opportunity to submit an impact statement detailing the alleged consequences suffered by the complainant student.
- 11.1.4. A support person, witness, or other participating party who is verbally abusive, disruptive to the process, or persists in trying to inappropriately and substantively participate in the process after being warned to cease and desist may be asked to leave and may be precluded from attendance at future meetings. The University has the right at all times to determine what constitutes appropriate behavior on the part of a support person.
- 11.1.5. Respondents may resolve allegations of misconduct through either a Formal Conference with the Student Conduct Panel or through an Administrative Disposition Conference with the assigned conduct officer.

Administrative Dispositions apply to situations in which the respondent does not dispute the allegations and accepts responsibility for the behavior at issue. If a violation of the Code is confirmed, the respondent will be found responsible and an outcome/sanction will be assigned.

Formal Conferences are held in front of the Student Conduct Panel and typically apply to situations in which the respondent does dispute facts upon which the allegations of misconduct are based, or the respondent chooses not to waive the formal conference. In cases in which there are allegations of sexual misconduct, all student members will be recused from the Student Conduct Panel.

- 11.1.6. Respondents may be held responsible for any additional violations of this Code arising from student conduct conferences including, but not limited to, collusion & dishonesty.
- 11.1.7. The focus of inquiry in all student conduct proceedings shall be the determination of whether a violation of University rules occurred. In all initial student conduct proceedings, the burden of proof shall rest with the University, and said burden of proof shall be by a preponderance of the information. Preponderance of the information is defined as the greater weight and degree of credible information admitted in the conference. The Student Conduct Administrator's determination shall be made on the basis of whether it is more likely than not the respondent violated the Code.
- 11.1.8. The respondent student shall be informed of the outcome of the student conduct conference.
- 11.2. Alleged Violations of 10.4.15
 - 11.2.1. The following guidelines, in addition to those listed in 11.1 as applicable, apply to Student Conduct Conferences in cases of alleged sexual misconduct, sexual harassment, dating violence, domestic violence, stalking, or retaliation for a report of one of these rules. (For Student Rule section 11.2 only, "**complainant**" means any person who is the alleged recipient of alleged behaviors concerning sexual misconduct, sexual harassment, dating violence, domestic violence, stalking that are currently under review by the Offices of the Division of Student Affairs):
 - 11.2.2. Student Conduct Conferences typically will be conducted in private and may involve joint conferences where two or more students are charged in the same fact pattern. Complainants shall only be privy to information pertaining to related charges of sexual misconduct, sexual harassment, dating violence, domestic violence, stalking, or retaliation for a report of one of these rules unless the respondent student authorizes release of the respondent student's record related to other charges.
 - 11.2.3. The complainant, complainant's advisor, if any, and respondent student, and respondent student's advisor, if any, shall be allowed to attend the entire portion of the Student Conduct Conference at which information is received (excluding deliberations) related to charges of sexual misconduct, sexual harassment, dating violence, domestic violence, stalking, or retaliation for a report of one of these rules provided the parties appear at the designated time and do not inhibit the proceeding. Admission of any other person to the student conduct conference shall be at the discretion of the University Conduct Officer. The complainant shall not be required to attend the Student Conduct Conference.
 - 11.2.3.1. The complainant and the respondent student will not be required to be physically present in the same room during the Student Conduct Conference should either party request they be separated.
 - 11.2.4. The complainant and respondent student have the right to be assisted by an advisor of their choice, at their own expense.
 - 11.2.4.1. All witness and support person guidelines outlined in 11.1 apply to Student Conduct Conferences in cases of alleged sexual misconduct, sexual harassment, dating violence, domestic violence, stalking, or retaliation for a report of one of these rules.
 - 11.2.5. The complainant, or, upon request, the surviving family member if the complainant dies as a result of the alleged misconduct, shall be informed of the outcome of the Student Conduct Conference. The proceedings and outcome of all student conduct conferences are considered information in accordance with the Family Educational Rights and Privacy Act of 1974. Such information should not be otherwise redisclosed.
- 11.3. As a general matter, the complainant's past behavioral history (including sexual history) is irrelevant and will not be discussed in the Student Conduct Conference. Similarly, the respondent student's past behavioral history (including sexual history), unless part of the respondent student's

student file, is irrelevant and will not be discussed in the Student Conduct Conference. However, the student conduct administrator or chairperson may permit information of past behavioral history in rare circumstances where the information is significantly useful in making a relevant disputed fact more or less true, and its value is not substantially outweighed by concerns of unfair prejudice and/or confusion.

11.4. Reconsideration or Review of Certain Sanctions

An appeal, or reconsideration or review of certain sanctions, is not intended to afford a full rehearing of the case.

A decision reached by the Student Conduct Panel or a sanction imposed by the Student Conduct Administrator may be appealed by the respondent(s), or in cases of sexual misconduct, sexual harassment, dating violence, domestic violence, or stalking the complainant, to the Dean of Student Affairs within five (5) University business days of the decision. Such appeals, or requests for reconsideration, shall be in writing and shall be delivered to the Dean of Student Affairs.

Only sanctions of probation, suspension, or expulsion may be reviewed or reconsidered.

Rules regarding the Code of Student Conduct and related actions are listed in Part III, Grievance Procedures. An appellate body may uphold the sanction(s) imposed or the appellate panel may modify the sanction(s) imposed by the original conference body. If sufficient information is presented that may have materially altered the decision of the original conference and was not or could not have been known at the time of the original conference, the appellate body may request the allegations be heard against by a Student Conduct Panel.

Following a request for reconsideration, the matter shall be considered final and binding upon all involved.

12. Sanctions and Conduct Outcomes

One and/or any combination of sanctions may be imposed for any single student conduct code violation. Outcomes or violations of the Code of Student Conduct may be administered regardless of whether actions of the student are also civil or criminal law violations. Whenever disciplinary actions lead to the student leaving the *University*, grades will be assigned in accordance with the University grade policy and the academic calendar. One or more of the following conduct outcomes may be imposed by the University upon individual students, groups, or organizations.

12.1. University Sanctions:

- 12.1.1. Expulsion: Separation of the student from the University whereby the student is not eligible for readmission.
- 12.1.2. Suspension: Separation of the student from the University for a definite period of time. The student is not guaranteed readmission at the end of such period of time, but is guaranteed a review of the case and a decision regarding the eligibility for readmission. The suspension takes effect when the reconsideration is exhausted, waived, or timeline has passed. Suspensions may be implemented in one of two ways: immediate implementation of suspension or deferred implementation of suspension. The sanction of suspensions may be placed in a deferred status. If the student is found in violation of any University rule during the time of deferred suspension, the suspension takes effect immediately without further review. Additional student conduct sanctions appropriate to the

new violation may also be applied. A student who has been issued a deferred suspension sanction is deemed “not in good standing” with the University.

At the end of the suspension period, the student is eligible for enrolment to the University. Actual admission to the University will be determined by the academic rules in place at the time of application or re enrollment.

- 12.1.3. Conduct Probation; An official warning the student’s conduct is in violation of A&M University-Central Texas Student Rules, but is not sufficiently serious to warrant expulsion or suspension. Conduct probation is levied for a specific period of time based upon the seriousness of the circumstances. Probation carries with it a warning that any further violation of University regulations may result in more serious consequences, including suspension or expulsion. A student on conduct probation is deemed “not in good standing” with the University.
- 12.1.4. Conduct Warning: An official warning the student’s conduct is in violation of A&M University-Central Texas Student Rules, but is not sufficiently serious to warrant expulsion, suspension, or probation. A letter of warning makes a matter of record any incident that reflects unfavorably on the student or the University.
- 12.1.5. Loss of Privileges: The withdrawal of specified privileges for a definite period of time, but without the additional stipulations contained in the imposition of a sanction which results in a student being not in good standing. The restrictions involved will be clearly defined. Examples include, but are not limited to: denial of joining, maintaining, and leading any student organization; denial of participation in extracurricular activities and social events; or, blocking enrollment for a specified period of time.
- 12.1.6. Letter of Enrollment Block: A letter stating the student may not reenter A&M University-Central Texas without prior approval through the Office of Student Conduct or the Dean of Student Affairs if enrollment has been blocked for a previous student conduct problem or for medical reasons.
- 12.1.7. Imposition of Tasks: The University may require performance of certain tasks. Examples include: making restitution, whether monetary or by specific duties; performing community service; attending educational seminars (at the student’s own expense); performing additional academic work not required of other students in a specific course; moving to another residence hall or within the same hall; and paying special fees, fines, or service charges.
- 12.1.8. No-Contact/Stay Away Order: A directive for designated students to have no communication with one another.

12.2. Interim Suspension and Interim Restrictions

A student may not be expelled or suspended prior to a student conduct proceeding except when the Dean of Student Affairs or Associate Dean of Student Affairs believes an interim suspension should be imposed because the respondent student’s presence on campus: poses a continuing danger to persons or property; presents a threat of disrupting the academic process; or, when required to ensure the student’s own physical or emotional well-being. An administrative hearing will be scheduled as soon thereafter as practicable.

- 12.2.1. Interim actions include, but are not limited to, interim restrictions and interim suspension.
- 12.2.2. During the interim suspension, a student may be denied access to the campus (including classes) and/or all other University activities or privileges for which the student might otherwise be eligible.

- 12.2.3. Interim suspension does not replace the regular student conduct process, which shall proceed on the normal schedule, up to and through a student conduct conference, if required. However, the student should be notified in writing of this action and the reasons for the interim suspension. The notice should include the time, date, and place of a subsequent conference at which the student may show cause as to the reason(s) the student's continued presence on campus does not constitute a threat and at which the student may contest whether the facts of the initial report are accurate.
- 12.2.4. Interim disciplinary action will be considered in all allegations of sexual misconduct, sexual harassment, dating violence, domestic violence, stalking, or retaliation for a report of one of these rules.
- 12.2.5. Interim restrictions may be imposed (1) when a student has been interim suspended; (2) when a determination is made to implement a transcript hold under TAMUS Policy 11.99.02; and/or (3) in instances when the student's participation or representation would threaten or negatively impact other students who are participating and/or representing an organization or the *University*. When interim restrictions are imposed, a student will be notified in writing of the specifics of the restrictions and why the restrictions are being implemented. Restrictions will remain in place through a designated time period and/or, if not indicated, until the student is notified the restriction has ended.

13. Student Conduct Files and Records

The file(s) of a student found to have violated University rules shall be retained as a student conduct record be retained as a student conduct record for no less than five (5) years from the date of the student's graduation or from the last day of the last semester the student was enrolled. Student conduct records may be retained for as long as administratively valuable. The records may be retained permanently if the respondent student is expelled, suspended, or blocked from re enrollment and/or in situations that may result in future litigation.

Complaints of sexual harassment, sexual misconduct, dating violence, domestic violence, stalking, or related retaliation may result in the development of a file in the complainant's name. This file shall be retained for no less than five (5) years from the complainant's graduation date or from the last day of the last semester the student was enrolled. These files may be retained for as long as administratively valuable.

Student conduct files and records are maintained and controlled by the Office of Student Conduct. In order to protect the privacy of these records and reduce opportunities for harassment and/or retaliation, the office maintains strict policies about the review and duplication of these files. While students have the opportunity to review their record, students will not be provided a copy of their student conduct file or record. Students may receive a copy of their file, at the discretion of the Associate Dean of Student Affairs and University Conduct Officer, if there is no reasonable alternative for that student to review the file for their participation in the Student Conduct Proceeding. Files shall not be provided to a student's support person for review without the presence and authorization of that student. Individuals may not remove any records, make any copies of records, or photograph any records located in, or associated with, a student conduct file or record without the explicit permission of the Office of Student Conduct.

Some student conduct records may be expunged for good cause by the Associate Dean of Student Affairs and/or designee upon receipt of a written request by the respondent student. A student conduct record with an expulsion, suspension, an unresolved case, or any open sanction will not be eligible for expungement. Factors to be considered in review of such petitions include, but are not limited to:

- the student's level of understanding of their behavior and its impact;
- the conduct of the student subsequent to the violation;

- the present demeanor of the requestor; and,
- the nature of the violation and the severity of any damage, injury or harm resulting from it.

14. Departure from Campus Following Suspension or Dismissal and Request for Reinstatement

- 14.1. A registration hold is placed on the records of all students placed on suspension.
- 14.2. Students who have been required to withdraw from the university for student conduct reasons and who desire to be reinstated shall request readmission from the Office of Student Conduct at least three (3) weeks prior to the first day of the semester or summer session in which registration is requested.
 - 14.2.1. Evidence supporting the student's ability to function properly in a University environment may be required. The Office of Student Conduct may deny a request for readmission if there is sufficient evidence the respondent's conduct during the suspension would have warranted disciplinary action or if the respondent failed to complete tasks imposed in the student conduct process.
 - 14.2.2. After the denial of readmission, the Office of Student Conduct shall set a new date at which another request for readmission may be made.
 - 14.2.3. Students may request a review or reconsideration of a readmission decision pursuant to all guidelines established in Part III of this Code, Grievance Procedures.
- 14.3. After obtaining clearance, students must comply with all deadlines and/or requirements of the current university catalog.
- 14.4. The Office of Student Conduct is only empowered to recommend readmission to the University and has no ability to impact a respondent student's entry into a particular professional program or similarly situated academic program.

15. Administrative Response to Dangerous or Disruptive Behavior Which May Be Caused by Manifestations of a Serious Psychological Problem

The university is committed to the success of all students, including those with depression or other mental health conditions. The University recognizes students may experience medical/mental health situations significantly limiting their ability to function successfully or safely in their role as students. A&M University-Central Texas shall, through the Student Counseling Center, provide evaluation, referral, and appropriate treatment, within the available resources of the institution, for students manifesting serious psychological problems. If a member of the University community observes any behavior that is concerning, individuals may report the behavior to the Behavioral Intervention Team (<https://www.tamuct.edu/student-affairs/bat.html>) or other appropriate university resources including, but not limited to, the Student Counseling Center.

Students displaying dangerous or disruptive behavior which may be caused by manifestations of a serious psychological problem may be: 1) referred for an individual evaluation and/or 2) administratively withdrawn from the university; in some instances, this withdrawal may be involuntary. Voluntary or involuntary administrative withdrawal permits students to take a break from the University's rigorous academic environment. The Associate Dean of Student Affairs is charged with responsibility for decision-making related to rule 15.

Dangerous or disruptive behavior caused by manifestations of a serious psychological problem includes, but are not limited to:

- Instances where a student engages in, or threatens to engage in, inappropriate behavior which poses a danger of causing physical harm to self or others, or inappropriate behavior that demonstrates a student’s inability to care for self, and/or
- Instances of inappropriate behavior, which would cause significant property damage, or would directly and substantially impede the lawful activities of others, or that substantially interferes with or impedes the educational experiences of others, or would interfere with the educational process and the orderly operation of the University, and/or
- Instances of inappropriate behavior that causes a chronic, inordinate use of university resources including, but not limited to, staff time, psychological services, medical services, and/or emergency services, thereby resulting in an undue burden to the University

16. Racial and Ethnic Harassment

- 16.1. A&M-Central Texas respects the right of free speech guaranteed by the First Amendment of the Constitution and of academic freedom. Constitutionally protected expression cannot be considered harassment under this policy. Each faculty member is entitled to full freedom in the classroom in discussing the subject which he or she teaches. However, the right to free speech and academic freedom are not absolute. The First Amendment has been interpreted by the U.S. Supreme Court to permit restrictions on the content of speech and expression when such speech and expression is of such slight social value as a step toward truth that any benefit may be derived from it is clearly outweighed by the social interest in order and morality. This includes: a) words which by their very utterance tend to incite an immediate breach of the peace; b) threats which express an intention to commit violence to a particular individual or group of individuals; c) threatening or harassing speech that is communicated via “common carriers,” including telephones and the internet; d) speech that is accompanied by illegal conduct which reveals a racially discriminatory motivation for the conduct; and e) advocating the use of force to incite or produce imminent lawless action and it is likely to incite or produce the lawless action. Such forms of speech, when used to engage in racial and/or ethnic discrimination or harassment, will be punishable by this rule as described below.
- 16.2. Racial and Ethnic Harassment is discrimination based on race, color, or national origin and involves behavior that is so severe and pervasive and objectively offensive so as to interfere with or limit the ability of a student to participate in or benefit from the services, activities or privileges provided by A&M University-Central Texas.
- 16.2.1. To rise to the level of Racial and Ethnic Harassment, behaviors must include something beyond the mere expression of views, words, symbols or thoughts that some person finds offensive. The conduct must also be sufficiently serious to deny or limit a student’s ability to participate in or benefit from the educational program and/or experience.
- 16.2.2. In order for the A&M University-Central Texas to have authority to take action under section 16.2 of this rule, two conditions must be met. First the complaint must be alleged in an “operation” of the University; that is, a program, activity, or event under the control of the University. Second, the complaint must be filed in a timely manner with the Official Contact of the University as listed below.

If the alleged offender is a:

Then the official contact is:

Student

Associate Dean of Student Affairs
studentaffairs@tamuct.edu
 WH 105; 254-501-5909

Student Employee
 (Including GAs)

Associate Dean of Student Affairs
studentaffairs@tamuct.edu

Employee (Non-Student)

Human Resources

hr@tamuct.edu

WH 424; 254-519-8610

- 16.3. In some instances offensive conduct might not be severe and pervasive and objectively offensive to rise to the level of interfering or limiting an individual's participation in services, activities or privileges provided by A&M University-Central Texas. Nevertheless, the offensive conduct could still be a violation of the Code of Student Conduct or other published rules of the university. As stated in the Code of Student Conduct, violations motivated by prejudice toward a person or group because of factors such as race, religion, ethnicity, disability, national origin, age, gender, or sexual orientation may be assessed an enhanced sanction.
- 16.3.1. In order for the A&M University-Central Texas to have authority to take action under section 16.3 of this rule, the alleged offender must be a student and the alleged rule violation must take place on University premises. If the alleged rule violation takes place off University premises there must be student misconduct demonstrating flagrant disregard for any person or persons or a student's or student organization's behavior must be judged to threaten the health safety, and/or property of any individual or group; or any other activity which adversely affects the University community and/or the pursuit of its objectives. Additionally, the complaint must be filed in a timely manner with the Offices of the Dean of Student Affairs.
- 16.4. The offensive conduct underlying some incidents might be protected speech, but may still be in contradiction to the University's commitment to civility, diversity, academic freedom, equality of opportunity and the valuing of human dignity. In these instances, Constitutional rights will continue to be protected, but University staff will also exercise their right to speak and engage in educational dialogue with those engaged in these types of behaviors.

17. Motor Vehicles

The University Police Department is responsible for the rules concerning vehicles on university property.

17.1. Motor Vehicles

All motor vehicles must display a valid university parking permit before they may be parked on university property, with the exception of those parked in visitor areas and 30-minute spaces, which do not require the display of any type of permit.

Permits are obtained from the Business Office. All motor vehicles on university property must be operated in accordance with university rules and appropriate Texas motor vehicle laws.

Illegal parking may result in the vehicle being ticketed or impounded. Vehicles with excessive violations may be towed and impounded even if they are parked in the legal space at the time of the tow. Students with delinquent citations may be blocked from registration, transcripts, etc. Citations not paid within the stated timeframe may be billed on the student's fee statement.

Students may not park in visitor parking for any reason.

18. Animals

- 18.1. With the exception of service animals, animals are not permitted in university food service areas or university buildings except where authorized.
- 18.2. Students with service animals are required to remove the animal's waste.

19.Children on Campus

- 19.1. Minor children are not allowed in academic classrooms without the express authorization of the instructor for that specific class. Permission may be revoked at any time.
- 19.2. Children are prohibited from being left unsupervised in university buildings. Children left unsupervised will be referred to the University Police Department out of concern for the safety of the child.

20.Official Notices

- 20.1. Official University notices published on the website or sent via official A&M University-Central Texas email constitute due notice to all concerned. Students are expected to access and review their A&M University-Central Texas email regularly.

21.Student Organizations

- 21.1. Student organizations may be officially recognized when formed for purposes consistent with the philosophy and goals developed for the creation and existence of A&M University-Central Texas. Approval for recognition is granted by the Associate Dean for Student Affairs through the Assistant Director of Student Engagement. In order to be recognized and to retain official recognition, student organizations must meet certain requirements. Student organizations complying with the following conditions shall enjoy the privileges associated with the status of being officially recognized by the University including use of University name, University facilities for meetings, University logo and trademarks, and University property for concessions. To be recognized and/or maintain their recognized status, student organizations must:
 - 21.1.1. Have an approved faculty or staff advisor.
 - 21.1.2. File an annual request for official recognition with the Office of Student & Civic Engagement. An organization's annual recognition cycle should begin in the month that the organization elects or selects leadership, as defined by the organization's constitution. Each organization should provide: signatures of the University advisor and the student officers; the names and contact information of all advisors and officers of the group; and a current Constitution and by-laws that comply with the provisions outlined in the Student Organization Manual. Any changes to the organization's Constitution and by-laws shall be submitted to the Office of Student & Civic Engagement in a timely manner.
 - 21.1.3. Avoid duplication of purposes, goals and activities with other organizations.
 - 21.1.4. Be open in its membership unless otherwise permitted under applicable federal law.
- 21.2. The aforementioned criteria are minimum requirements set for the recognition of student organizations. Organizations may choose to set higher standards for membership including higher officer grade point requirements, higher membership grade point requirements, etc.
- 21.3. Students selected, elected or appointed as officers (an officer is an individual in a leadership position as defined in the organization's constitution) in officially recognized student organizations shall:
 - 21.3.1. Have a minimum cumulative and semester grade point average (GPA) as stated below and meet that minimum cumulative and semester GPA in the semester immediately prior to the election/appointment, the semester of election/appointment and semesters during the term of office.
 - 21.3.1.1. For undergraduate students, the minimum cumulative and semester GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point average prior to

- election/appointment, at least six credit hours must have been taken during the course of either the full or two summer session(s).
- 21.3.1.2. For graduate level students the minimum cumulative and semester GPA is a 3.00 and for first professional students the minimum cumulative and semester GPA is 2.50. In order for this provision to be met, at least four hours (half-time credits) must have been taken for the semester under consideration. In one limited circumstance, summer semester hours may be applied to this provision. In order for summer coursework to qualify toward a grade point average prior to election/appointment, at least four credit hours must have been taken during the course of either the full or two summer session(s) unless fewer credits are required as they complete the final stages of their degree.
 - 21.3.1.3. Be in good standing with the University
 - 21.4. Student religious organizations desiring to operate on campus are subject to all rules pertaining to other student organizations.
 - 21.5. Student organizations and their advisors are responsible for compliance with University student rules and state and federal laws.
 - 21.6. More information and guidelines concerning recognized student organizations are available in the Student Organization Manual.
 - 21.7. Actions of recognized student organizations are subject to review. Failure to abide by the University Student Rules may result in organizational disciplinary hearings by the Associate Dean of Student Affairs or designee. Sanctions may range from documented verbal reprimand through revocation of recognition privileges. Sanction procedures are outlined in the Student Organization Manual.
 - 21.8. Minors who are not students at A&M University-Central Texas are ineligible for membership and may not participate in regular activities of the A&M University-Central Texas recognized student organizations. Exception: Minors who are dependents of A&M University-Central Texas students, faculty or staff members will be allowed to participate in club activities if their parents: (a) are members of the student organization; (b) are in attendance while minor dependents are participating; and (c) are willing to accept responsibility for accidents and injuries to minors while participating.

22. Activities of University-Recognized Student Organizations

The university is a forum for ideas and their exchange. Such exchange can only occur on a scholarly plane if good order is maintained and standards of decorum and good behavior are recognized by all. The university recognizes that some activities will have audiences of a single class, seminar or organization, and that others will be addressing themselves to a wider spectrum of the university community. It is the responsibility of the university to provide the climate and conditions for teaching, research, extension and other services. The following rules are designed to serve these objectives:

- 22.1. Any university-recognized organization may sponsor speakers or programs for its own group. The organization may sponsor programs or speakers for an all-university audience if approved to do so by the Assistant Director of Student & Civic Engagement. An “all-university audience” shall generally be defined as one that is advertised outside the membership of the organization and is promoted as being open to persons who are not members of the sponsoring organization(s).
- 22.2. If a recognized student organization is entering into a contract on behalf of their organization, the contract must be approved by the following:
 - 22.2.1. If the contract is for an all-university audience, then the contract needs to be approved in compliance with the A&M University-Central Texas President’s Delegation of Authority for Contract Administration;

- 22.2.2. If the contract involves films or events subject to copyright laws, then the Assistant Director of Student & Civic Engagement, in conjunction with the Associate Dean of Student Affairs, shall monitor those contracts;
- 22.2.3. In all other cases, the organization is expected to provide their university advisor an opportunity to review the contract prior to execution.
- 22.2.4. Ultimately, student organizations, and not A&M University-Central Texas, are accountable for the financial obligations associated with the execution of the contracts.
- 22.3. The privilege of inviting speakers and performers carries with it important responsibilities to ensure that the proper objectives of the university are not compromised. The university reserves the right to cancel any event it deems likely to cause an interruption in the university's orderly activities. The president or duly authorized representative may order an event to be terminated on grounds that it constitutes a disruptive activity as defined by the Texas Education Code. Any member of the faculty or staff or any student who resists such an order shall be subject to disciplinary action.
- 22.4. Because the university is judged by the action of its students, no individual, group or other organization may use the institution's name without the express authorization of the institution except to identify the institutional affiliation. Institution approval or disapproval of any event may not be stated or implied by any individual, group or organization as a position held by the university.
- 22.5. It is expected that all student organizations will have their events, whether on or off campus, reviewed by their university advisor(s).
- 22.6. State law as it regards candidates for public office and campaigning on public property and all other applicable statutes must be observed. Any recognized student organization wishing to bring in this type of speaker must first get the approval of the Assistant Director of Student & Civic Engagement.
- 22.7. The university prohibits the use of any of its symbols, insignias or other identifying marks in any political endorsements, campaigns or elections.
- 22.8. Recognized student organizations must seek advance approval to use university marks on commercial products or service promotions, purchase the products from a licensee and have a design approved by the Office of Marketing & Communications.

23. Appointment of Students to University Committees

- 23.1. Undergraduate student members serving on university committees shall be recommended by the student body president, approved by the university president and shall have and maintain a minimum of 2.00 overall grade point ratio throughout their term
- 23.2. Graduate student members serving on university committees shall be recommended by the student body president, approved by the university president and shall have and maintain a minimum of 3.00 overall grade point ratio throughout their term.

24. Student Complaint Procedures

- 24.1. Prior to filing a formal complaint, students are encouraged to resolve the concern directly with the individuals involved.
- 24.2. The right of a student to a prompt and equitable resolution of the complaint so filed shall not be impaired by the student's pursuit of other remedies, such as the filing of a complaint with applicable federal departments and agencies or applicable state offices and agencies.
- 24.3. Students are provided opportunities to specifically address complaints through established university procedures for sexual or gender-based discrimination, employment, admissions to the university, disciplinary action, parking citations, academic matters, and grade appeals.
- 24.3.1. Students wishing to file a formal complaint shall do so through with the Associate Dean of Student Affairs in the Office of the Dean of Student Affairs. Should the Associate Dean be the subject of

the complaint, the complaint may be filed with the Dean of Student Affairs. The Associate Dean of Student Affairs shall be the appointed administrator for all student complaints, unless the complaint is against the Associate Dean.

- 24.3.2. Written or electronic notice should state the specific grievance, student's name, local address, and telephone number, specific date(s), and, if possible, names of other persons allegedly involved as either witnesses or participants, and specific remedies sought. The complaint must be signed, physically or electronically, and dated by the complaining students and should be submitted within 30 university business days of the alleged incident. Determination as to whether complaints submitted after this deadline will be considered on a case-by-case basis by the administrator.
- 24.3.3. After the grievance is received, the investigative period may last up to 30 university business days; extenuating circumstances may cause the University to deviate from the defined timeframes.
- 24.3.4. The administrator shall conduct the investigation or appoint a university or system investigator, if necessary. The administrator will take reasonable measures to avoid any and all conflicts of interest in selecting the investigator.
- 24.3.5. The investigator will gather all facts pertaining to the grievance and submit the established fact pattern to the administrator. All involved parties will have an opportunity to submit narratives and relevant information.
- 24.3.6. The administrator shall send a written resolution to the student with the outcome(s), reason(s) for the decision, any remedies afforded, if any, and notice of the reconsideration process. The administrator shall also forward a copy of the resolution to the employee overseeing the area or individuals and be kept on file for one calendar year in the Office of the Dean of Student Affairs.
- 24.4. Requests for Reconsideration or Review
- 24.5. If the student wishes to file an appeal of the resolution, the student shall notify the Dean of Student Affairs of the appeal in writing with a copy of the initial student grievance and copy of the administrators written resolution. The written appeal must be signed by the student, and submitted within 10 business days of the administrator's resolution. Determination as to whether appeals submitted after this deadline will be considered on a case-by-case basis.
- 24.6. An investigation shall follow the submission of the appeal. The Dean of Student Affairs will appoint an impartial panel consisting of 3 employees within the University or system. The Dean of Student Affairs will take reasonable measures to avoid any and all conflicts of interest in selecting the panel. Within 30 business days of receiving the appeal, the panel shall submit their decision in writing to the student with the outcome(s), reason(s) for the decision, any remedies afforded, if any. Extenuating circumstances may cause the University to deviate from the defined time frames. The panel shall also forward a copy of the resolution to the Office of Student Affairs and be kept on file for one calendar year. The resolution or outcome from the appeal is final.