

**CODE
of
STUDENT CONDUCT
HANDBOOK**



**GRAMBLING STATE UNIVERSITY
Grambling, Louisiana**

2005 - 2007

Code of Student Conduct

Components

INTRODUCTION AND PURPOSE

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INTRODUCTION-PURPOSE

The Code of Student Conduct creates an expectation of behavior that the University deems acceptable. Its primary purpose is to ensure that students will not be deprived of life, liberty or property without due process. Although every student has rights guaranteed by the U.S. Constitution, these freedoms cannot be enjoyed, exercised, or protected in a community which lacks order and stability. It is, therefore, each student's responsibility to adhere to the conduct and standards prescribed by the University, the Board of Trustees for the University of Louisiana System, as well as those established by local, state and federal laws.

The Vice President for Student Affairs and Enrollment Management, in all cases, is the person designated by the University President to be responsible for the administration of the Student Code of Conduct.

ARTICLE ONE

Definitions

The definition of the following terms used throughout this Code of Student Conduct Handbook are provided for clarity and understanding.

1. The term "**University**" means Grambling State University.
2. The term "**student**" means a person taking or auditing courses at the University either on a full or part-time basis. Persons who are not officially enrolled for a particular term but who have a continuing relationship with the university, are considered "students".
3. The term "**University official**" includes any person employed by the University, performing administrative, teaching, or professional responsibilities (i.e., administrators, faculty, staff).
4. The term "**University premises**" includes all land, buildings, facilities and other property in the possession of or owned, used, or controlled by the University.
5. The term "**University community**" refers to any administrator, faculty, staff or student of the University or the physical surroundings within close proximity of the campus.
6. The term "**Business days**" refers to those days that faculty and staff are required to work, generally Monday through Friday.
7. The term "**judicial board**" means any person or persons authorized by the Vice President for Student Affairs to determine whether a student has violated the Code of Student Conduct and to recommend imposition of sanctions.
8. The term "**sanction**" refers to the penalty or punishment for any violations of the rules and regulations set forth in the Code of Student Conduct Handbook.
9. The term "**judicial officer**" means a University official authorized on a case-by-case basis by the Vice President for Student Affairs to impose sanctions upon students found to have violated the Student Code. The Vice President may authorize the director to serve simultaneously as a judicial officer, and the sole member, or one of the members, of a judicial body. Nothing shall prevent the Vice President for Student Affairs from authorizing the same judicial officer to impose sanctions in all cases.
10. The term "**Administrative Appeals Board**" means any person or persons authorized by the Vice President for Student Affairs to consider an appeal from a judicial body's determination that a student has violated the Student Code or from the sanctions imposed by the Judicial Officer.

11. The term "**shall**" is used in the imperative sense.
12. The term "**may**" is used in the permissive sense.
13. The term "**policy**" is defined as the written regulations of the University as found in, but not limited to, the Student Code, Tiger Land Bulletin and the GSU Catalog.

ARTICLE TWO

Students=Rights and Responsibilities

The students=right to be present on campus carries with it the responsibility of neither interfering with or obstructing the rights of others to use the University's facilities for their normal activities and functions.

Each student has the right to assume that he/she will not be deprived of life, liberty, or property without due process. Although each student has rights guaranteed by the U. S. Constitution, these freedoms cannot be enjoyed, exercised, or protected in a community which lacks order and stability. It is, therefore, each student's responsibility to adhere to the conduct and standards prescribed by the University, the Board of Trustees for University Louisiana System, as well as those established by local, state and federal law.

Each student is entitled to the essential rights common to all institutions of post-secondary education which are held to include the following:

- # **Speech and Expression.** Students shall be free to discuss questions of interest and to express opinions. Public expression of students or student organizations reflect the views of those making the statement and not necessarily the University community. The University retains the right to provide for the safety of students, faculty, and staff, to protect property, and the ensure the continuity of the educational process in maintaining order.
- # **Assembly and Demonstration.** Students shall be free to organize and to associate to promote their common interests. Assembly and demonstration, just as speech and expression within the institution in public places, are permitted subject to reasonable time, place, and manner restrictions for the maintenance of order and is applicable to local, state and federal laws. Approval from the Vice President for Student Affairs shall designate a "free expression" area for demonstrations. However, students must reserve the designated area in advance and must adhere to regulations governing usage.
- # **Publication and Distribution.** Students shall be free to publish and to distribute their ideas in the form of newspapers, newsletters, leaflets, handbills, and the like, subject to time, place, and manner restrictions. Publications shall be disseminated in the designated "free expression area" on the campus.
- # **Expression through Media.** Students shall be free to express opinions through student media as long as they are governed by and adhere to the canons of professional journalism and applicable regulations of the U. S. Constitution and the Federal Communication Commission. Similar rights are afforded oral statements of views on student-run radio and television stations.
- # **Discrimination.** Students have the right to be free from all forms of discrimination on the basis of race, color, religion, sex, political affiliation, and/or national origin. The University will not condone any practices or policies that discriminate against the handicapped.
- # **Privacy.** Students have the right to be secure in their possessions against invasions of privacy and unreasonable search and seizure. However, the University reserves the right to enter occupied residence halls with a warrant or under other special circumstances. Conditions for entry by University authorities/officials into occupied rooms in residence halls are divided into three categories: inspection, search and emergency. (See "Residential Living" Handbook, p. 24 and Housing Assignment Contract.)

- # **Confidentiality.** Students have the right to confidentiality of Official Records, Transcripts, Personnel Records, and Disciplinary Records. Students also have the right to confidentiality of information relating to personal views, beliefs, and political associations, acquired by administrators, instructors, counselors, advisors, and officials of University in the course of their work.
- # **Redress of Grievances.** Any time a student's right as outlined herein are contravened, the student shall have the right to petition for redress of such a grievance through procedures as promulgated within this cover.

ARTICLE THREE

Judicial Authority

1. There shall be a Judicial Board consisting of twenty members. All members including the chairperson, shall be appointed by the Vice President for Student Affairs. The Board shall be divided into four panels designated as A, B, C, and D, respectively. A chairperson, two faculty or staff representatives, and two students shall compose each panel. The Vice President for Student Affairs/Enrollment Management may appoint a special panel when necessary.
2. The Director of Judicial Affairs shall determine which judicial panel shall be authorized to hear each case.
3. The Director of Judicial Affairs shall develop policies for the administration of the judicial program and procedural rules for the conduct of hearings which are inconsistent with provisions of the Student Code.
4. Each panel of the Judicial Board has RECOMMENDING authority in terms of sanctions. Each panel has the responsibility of determining guilt or innocence. The panel's recommendations are made to the Director of Judicial Affairs.
5. The Judicial Board is the primary judicial body of the University. It has original jurisdiction over all cases referred to it by appropriate University officials. It also has jurisdiction over all cases from immediate interim suspension.
6. The presence of a majority of panel members shall constitute a quorum; and with a quorum present, the panel may hear the case. The chairpersons may accept substitute representatives for regular members when it is necessary for regular members to be absent. The chairpersons shall vote in the case of a tie vote. Proxy voting shall not be permitted.
7. When any board member is involved in or associated with a case and it interferes with or prevents a fair and impartial hearing, that person must be excused from participation in the hearing procedures.
8. Decisions made by the Director of Judicial Affairs shall be final, pending the normal appeal process.

ARTICLE FOUR

Proscribed Conduct

- A. Jurisdiction of the University.** Generally, University jurisdiction and discipline shall be limited to conduct which occurs on University premises or conduct which occurs at a University sponsored function or event whether on or off-campus. However, the University will take disciplinary action against a student for an off-campus offense only when it is required by law to do so or when the nature of the offense is such that in the judgment of the Director of Student Judicial Review, the continued presence of the student on campus is likely to

interfere with the educational process or the orderly operation of the University; or the continued presence of the student on campus is likely to endanger the health, safety, or welfare of the University community, or is intimidating or threatening to another individual within the University community; or the offense committed by the student is of such a serious nature as to adversely affect the student's suitability as a member of the University community. The action of the University with respect to any such off-campus conduct shall be taken independently of any off-campus authority. The prospect of criminal charges does not preclude the possibility of the University judicial hearing.

B. Student Conduct - Rules and Regulations. Any student found to have committed the following misconduct is subject to the disciplinary sanctions outlined in Article VI:

- 4.01 Abduction or Kidnapping.** The enticing, persuading of forcible seizing and carrying of any student, faculty, staff or University official from one place to another without that person's consent.
- 4.02 Arson.** The malicious fraudulent or intentional burning of property on the University premises. Such acts include, but are not limited to, creating fires, setting persons afire, open flames and/or igniting flammable materials.
- 4.03 Assault.** The intentional harassment, degradation, threat or intimidation of another in an attempt to commit a battery, or the intentional placing of another in reasonable apprehension of receiving a battery. **Physical contact is not required.** This includes engaging in, attempting or intending to engage in any form of verbal or mental abuse, or coercion which is directed toward another person or group of people which creates an intimidating, fearful or offensive environment in the classrooms, offices, dormitories and the University premises, in general.
- 4.04 Battery.** The intentional use of force or violence upon another, or the intentional administration of a poison or other noxious liquid or substance to another for the purpose of physical abuse, or violence involving physical contact. Any form of physical contact that is directed to another which threatens or endangers the health or safety of any person, except when such response constitutes self-defense. This includes slapping, pushing, and contact using a weapon or other instrumentality. **Physical contact is required.**
- 4.05 Contempt.** Willful disobedience to, or displaying open disrespect for a University judicial body such as the failure to appear for a hearing of a judicial body, or the failure to adhere to or comply with disciplinary conditions and sanctions imposed by a judicial body or administrative officer.
- 4.06 Dangerous, Threatening, Unsafe Behavior.** Any conduct or behavior which threatens or endangers the health or safety of any person in the University environment. This includes, but is not limited to, verbal threats to injure or harm another, horse playing, practical jokes, abductions, and kidnapping.
- 4.07 Dangerous Weapons and Explosives.** The use, possession, or storage of dangerous weapons and explosives are strictly prohibited. These include, but are not limited to, firearms (e.g., shotguns, pistols, rifles, gasoline ammunition, gunpowder, firecrackers, fireworks, bombs, other incendiary devices, etc.), except as required for classroom instruction and only with the express written authority of the President or Vice President for Student Affairs.
- 4.08 Destruction or Damage to Property.** Willful negligent or malicious destruction and/or damage to University property or to the property of another. This includes acts of vandalism or misuse.
- 4.09 Dishonesty and Forgery.** Dishonesty includes forgery, alteration of materials, or misuse of University documents, records, student identification cards, or any documents and records belonging to another; cheating, plagiarism, or other forms of academic dishonesty; tampering with the election of any University recognized student organization; malfeasance or misuse of elective or appointive office in a student organization, its members, or the welfare of the University community; and fraudulently issuing worthless checks to the University.
- 4.10 Insubordination and/or Disrespect for Authority.** Not complying with reasonable and lawful requests or directives by members of the faculty or staff.
- 4.11 Obstruction, Disruption or Disorderly Conduct.** The intentional obstruction, interruption, hindrance, or disruption of teaching, research, administration, ceremonies, disciplinary proceedings, other University tasks and activities; interfering with the duties of a student, faculty/staff member or University official; withholding information vital to

any investigation carried out by an authorized agent of the University; creating excessive noise which can be heard in other areas of the campus and which interferes with the normal operations of the University; creating excessive noise which interferes with another's campus demonstration which disrupts the normal operations of the University community; and leading or inciting others to disrupt scheduled and/or ordinary activities within the University premises.

- 4.12 Rape.** Forcing or coercing another to engage in the act of sexual intercourse without that person's consent, or when the sexual intercourse is deemed without the person's consent because the person (victim) is incapable of understanding the nature of the act by reason of stupor or abnormal condition of the mind produced by an intoxicating or narcotic agent administered by the offender.
- 4.13 Sexual Battery.** The intentional engaging in sexual misconduct (physical contact) with another without that person's consent or when such sexual contact is deemed offensive to the victim.
- 4.13.1 Sexual Assault.** Forcing or attempting to force another person to participate in sexual intercourse and/or other sexual activities against his/her will. Such misconduct includes verbal coercion, threats, and physical restraint.
- 4.14 Peer Sexual Harassment.** Unwelcomed and unsolicited sexual advances, requests for sexual favors or other verbal, visual or physical conduct or communication with sexual overtones that the victim deems offensive. Sexual harassment includes, but is not limited to, unsolicited, deliberate or repeated sexual flirtation, advances or propositions; verbal abuse of a sexual nature; display of sexually suggestive pictures or objects; and/or offensive or abusive physical contact of a sexual nature. The University's policy on "Sexual Harassment" and "Sexual Assault and Abuse" strictly prohibits such behavior and provides optional services for any victim of such misconduct.
- 4.15 Sexual Intercourse.** All consensual sexual activity and/or sexual intercourse (copulation) on the University premises is strictly prohibited. The presence or absence of others will not negate the seriousness of the offense.
- 4.16 Unauthorized Entry.** Entry without proper permission into residential halls, buildings, or structures within the University premises, or the aiding and assisting of such unauthorized entry.
- 4.17 Aiding or Inciting.** Aiding, abetting, or procuring another person to breach the peace on University premises or at functions sponsored or approved by, or participated in the University, and assisting or persuading others to commit any act of misconduct in the University community or environment.
- 4.18 Alcoholic Beverages.** The use, consumption, possession, purchase, sale, and/or distribution of alcoholic beverages on University property, or at any of its activities (whether on or off-campus) are prohibited, except as expressly permitted by University regulations and local, state and federal law.
- 4.19 Dangerous Drugs.** The use, consumption, possession, manufacture, purchase, sale and/or distribution of illicit drugs, narcotics or other controlled dangerous substances are strictly prohibited; all local, state, and federal laws apply.
- 4.20 Dogs, Cats and Other Animals.** Bringing animals and pets onto the University premises is prohibited; seeing-eye dogs when accompanied by their owners are permitted.
- 4.21 Drunkenness.** Appearing in public on the University premises while intoxicated or under the influence of alcohol or illicit drugs is strictly prohibited. This includes any disorderly conduct regardless of whether such conduct results in injury to persons or property.
- 4.22 False Reporting of Emergencies.** False reporting of emergencies, such as activating a fire alarm or reporting a bomb, is strictly prohibited.
- 4.23 Gambling.** Illegal gambling on the University premises is strictly prohibited.

- 4.24 Information Disclosure.** Failure to provide personal identification and/or furnishing false information to any University official, faculty/staff member, or office. For example, failure to present a driver's license or identification card when requested by a University police officer.
- 4.25 Indecent, Obscene, Immoral Behavior, or Profanity.** Conduct which is disorderly, lewd, or indecent. Such acts include the use of obscene gestures, improper body exposures, or other immoral acts or use of profanity to any faculty, staff, student, or University official.
- 4.26 Selling or Soliciting.** Trading or exchanging any goods or services on University premises for monetary considerations without prior and appropriate authorization.
- 4.27 Traffic or Parking Violations.** Failure to obey traffic and parking regulations is punishable by the University Police Department and/or the Office of Student Judicial Affairs. This includes, but is not limited to, operating or attempting to operate a motor vehicle on campus while under the influence of alcohol or illicit drugs, reckless driving, and parking in improper zones. Moreover, applicable local, state, and federal traffic laws are enforced.
- 4.28 Trespassing.** Unauthorized presence on, in, or within any building or property owned or operated by the University (including residence halls), or the unauthorized entry into or remaining in a facility or office under the control of another after having been asked to leave.
- 4.29 Unauthorized Use of Property.** Unauthorized use of University premises; unauthorized possession, duplication or use of keys to any University premises; and the unauthorized use of University property, such as telephones, vehicles, and office equipment.
- 4.30 Violation of Housing Rules.** Any violation of Housing/Residential Life rules!
- 4.31 Disorderly Assembly.** It is strictly forbidden for any group to gather in such a manner as to disturb the public peace, to do violence to any person or property, to disrupt a function of the University, to interfere with its faculty or staff in the performance of their duties, or otherwise by such gatherings to bring disgrace or disrespect to the University. This includes surprise attacks by a group of students on University premises. Any student who encourages or in any way participates in the formation of or prolonging of such a gathering is subject to **IMMEDIATE DISMISSAL** from the University. **CAVEAT: Students involved in group violations will be treated as though the act occurred on an individual basis.** Refer to Article two: Students=Rights and Responsibilities (Speech and Expression and Assembly and Demonstration).
- 4.32 Student Dress Code.** The University still maintains the traditional notion that male students are prohibited from wearing hats, caps, and/or other head gear in classrooms, offices, assemblies, dining halls, any building, or other places where hats are not expected to be worn. Students must adhere to any special dress standard set by groups presenting social programs such as lyceum events, pageants, or vespers.
- 4.33 Theft.** Stealing in the University environment and/or the attempted or actual theft, or unauthorized possession of property. This includes knowingly possessing stolen property.
- 4.34 Hazing.** Participation in any act which is degrading or injurious, or in which another is held against his/her will, or which endangers the mental or physical health or safety of another, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Such acts may include, but not limited to, striking, beating, bruising, manning, or other abusive and humiliating treatment or threats of such treatment.
- 4.35 Misuse of Computer Resources.** The unauthorized entry into a file to use, read, or alter the contents thereof, or transfer a file for any purpose. These also include: use of another's identification and password without authorization; use of computing facilities to interfere with the work of another, or to transmit obscene harassing or abusive messages; and use to interfere with the normal operations of the University computer system.
- 4.36 Tampering with Safety Equipment and Hindering Evacuation.** Tampering with safety and fire equipment (e.g., fire alarms, smoke detectors, exit signs, fire hoses, fire extinguishers, or emergency lighting equipment). These also include failing to leave a building or area, or otherwise hindering an evacuation or investigation of the emergency.

- 4.37 Scholastic Dishonesty.** Any of the following acts shall constitute scholastic dishonesty: (a) **Acquiring Information:** Acquiring answers for any assigned work or examination from any unauthorized source; working with another person(s) on any assignment or examination when not specifically permitted by the instructor; observing the work of other students during any examination. (b) **Providing Information:** Providing answers of any assigned work or examination prior to the time the examination is given. (c) **Plagiarism:** Failing to credit sources used in work product in an attempt to pass off the work as one's own; attempting to receive credit for work performed by another, including papers obtained in whole or in part from individuals or other sources. (d) **Conspiracy:** Agreeing with one or more persons to commit any act of scholastic dishonesty. (e) **Fabrication of Information:** The falsification of the results obtained from the research or laboratory experiment; the written or oral presentation of results of research or laboratory experiments without the research or laboratory experiment having been performed. (f) **Violation of Departmental or College Policies:** Violation of any announced departmental or college policy relating to academic matters, including, but not limited to, abuse or misuse of computer access of information. This listing is not exclusive of any other acts that may reasonably be said to constitute scholastic dishonesty. (g) **Academic Misconduct:** Any student suspected of academic misconduct on tests, examination papers, or any other assigned work for which he/she is responsible will be reported, by the faculty person in charge, to the Dean of the division of the student's major.
- 4.38 Off-Campus Violations.** Students, whether residing on or off-campus, must behave at all times as responsible students in the community in which they reside, shop, and/or otherwise socialize. In keeping with the traditional spirit of Grambling State University, students are expected to conduct themselves in a manner that is becoming to a student of Grambling State University. Accordingly, students may be brought before a University judicial body for any off-campus conduct that is deemed violative of this code, and for any conduct and/or behavior that reflects negatively on the image or reputation of the University. The specific action or behavior will be described in all charges levied against the student.
- 4.39 Stalking.** The repeated following or harassing of another person accompanied by the making of a credible threat with the intent to place that person in reasonable fear of death or serious injury.

ARTICLE FIVE

Judicial Policies

1. Any member of the University community may file charges against any student for misconduct. Charges shall be prepared in writing and directed to the Office of Student Judicial Affairs which is responsible for the administration of the University judicial system. Any charge should be submitted as soon as possible after the event takes place.
2. A Judicial Officer may conduct an investigation to determine if the charges have merit and or if they can be disposed of administratively by mutual consent of the parties involved on a basis acceptable to the Judicial Officer. Such disposition shall be final and there shall be no subsequent proceedings. If the charges cannot be disposed of by mutual consent, the Judicial Officer may later serve in the same matter as the judicial body or a member thereof.
3. When a student is reported for violations of University rules and regulations that require appearance before a University judiciary body, hearings are scheduled. The student will be given at least a three (3) business-day notice (excluding Saturdays, Sundays and state holidays) to appear for the hearing. In the notice to appear, the student will be provided the following information: **A)** the University regulation(s) that were allegedly violated; **B)** the statement of the specific charges against the student; **C)** the date, time and place of the hearing; **D)** the names of witnesses against the student; **E)** the statement explaining that the student is entitled to present his/her own witnesses and to cross-examine the witnesses against him/her; **F)** a statement explaining that the student is entitled to a hearing that will be recorded by the University; and **G)** a statement indicating that if the student brings an attorney to the hearing, the attorney will be allowed to attend only as an advisor to his client.
4. Hearings shall be conducted by a judicial body according to the following guidelines: **A)** Hearings normally shall be conducted in private. At the request of the accused student and subject to the discretion of the chairperson, a representative of the student press may be admitted but shall not have the privilege of participating in the hearing; **B)** Admission of any person to the hearing shall be at the discretion of the judicial body and/or its Judicial Advisor; **C)** In hearings involving more than one accused student, the chairperson of the judicial body, in his or her discretion, may permit the hearings concerning each student to be conducted separately; **D)** The complainant and the accused have the right to be assisted by any advisor they choose, at their own expense. The advisor may be an attorney. The complainant and/or the accused is responsible for presenting his or her own case

and, therefore, advisors are not permitted to speak or to participate directly in any hearing before a judicial body; **E)** The complainant, the accused and the judicial body shall have the privilege of presenting witnesses, subject to the right of cross examination by the judicial body; **F)** Pertinent records, exhibits and written statements may be accepted as evidence for consideration by a judicial body at the discretion of the chairperson; **G)** All procedural questions are subject to the final decision of the chairperson of the judicial body; **H)** After the hearing, the judicial body shall determine (by majority vote if the judicial body consists of more than one person) whether the student has violated each section of the Student Code which the student is charged with violating; and **I)** The judicial body's determination shall be made on the basis of whether it is more likely than not that the accused student violated the Code of Student Conduct.

5. There shall be a single verbatim record, such as a tape recording, of all hearings before the judicial body. The record shall be the property of the University.
6. Any accused student must appear in person before the judicial body. Should the student not appear, the student shall be charged with contempt and receive an interim suspension until he/she appears for the hearing, unless the judiciary body finds that unavoidable circumstances prevented the appearance of the student before the judiciary body; in which case, the hearing shall be rescheduled.
7. The University may implement an emergency procedure to allow hearings to be set forth and held prior to the end of the respective semester or term in which the violation occurs.

Note: A fee of \$5.00 is required if a student wishes to obtain a copy of the tape proceedings. Request forms may be obtained from the Office of Student Judicial Affairs, located in Robinson Hall, Main Street. Upon receiving receipt and request form, copies will be available within two (2) working days. Copies may be picked up from the Office of Student Judicial Affairs.

ARTICLE SIX

Sanctions

Sanctioning is intended to accomplish six aims:

1. To make sure the student sanctioned has learned from the experience.
2. To educate the student so he/she does not commit the violation again.
3. To offer the student the opportunity to make good on a mistake.
4. To ensure that University expectations regarding appropriate behavior are clear.
5. To educate the student concerning how his/her behavior impacts others in the community.
6. To protect the University community from people who may harm others in the community or who may substantially interfere with the educational mission of the University.

The following sanctions may be imposed for violation of the Student Code:

- 6.01 Expulsion**- Permanent dismissal from the University.
- 6.02 Suspension** - Dismissal from the University for a specified period of time.
- 6.03 Indefinite Suspension** - Dismissal from the University for an unspecified time period. After one year, a student may request a review of his file for readmission consideration.
- 6.04 Interim Suspension** - Temporary suspension with a hearing to follow.
- 6.05 Revoked Suspension** - A suspension is revoked if a student agrees to remain at the University under certain conditions or as long as the student does not violate certain prescribed conditions.

- 6.06 Hold on Registration/Hold on Transcript** - A sanction used until all monies, fines and such owed to the University have been paid.
- 6.07 Fine** - A student may be assessed a reasonable fine for violating certain Code of Student Conduct rules.
- 6.08 Campus Service**- A student may be required to provide services on the campus, without pay, for a specific period of time for violating the Code of Student Conduct rules.
- 6.09 Probation** - A student is subjected to a time period of restrictions or conditions, after which the University authorities will determine if his/her behavior has improved.
- 6.10 Restitution** - A student is held accountable for public or private damage that he/she has damaged or destroyed.
- 6.11 Counseling/Educational Assignment** - A student is given behavioral counseling, either on a regular basis or by appointment. An educational assignment may include but not limited to, attendance and/or participation in alcohol/drug education programs, workshops, panel discussions, letters of apology, and reflective essays.
- 6.12 Restraining Order** - An order by the President or the President's designee prohibiting a student from entering the University premises except public streets or roadways.
- 6.13 Written Reprimand** - A student is warned, in writing, that further misconduct may result in more severe disciplinary action.
- 6.14 Loss of Privilege** - The withdrawal of a privilege, use of a service, or participation in an activity for a specific period of time consistent with the offense committed and the rehabilitation of the student.

Mandatory Alcohol and/or Other Drug Education Program

As an educational component of the University's discipline process, students involved in alcohol and/or drug violations are required to participate in the Student Counseling Center's **AHAPPE** Program (Smart Honest Addiction Prevention Education).

Attendance at all sessions/workshops or other activities as assigned is mandatory for students required to participate in the program as a result of University disciplinary action, in addition to any fine or other disciplinary actions that may have been imposed. Failure to comply with the mandatory requirement by the stated deadline will result in additional disciplinary action imposed by the University, including University suspension.

SPECIAL NOTE: Interim Suspension

Whenever students are disruptive or dangerous to themselves, to others, or to property, the President or the President's designee may suspend students immediately on an interim basis without providing the **NORMAL HEARING NOTICE**. The letter from the Director of Judicial Affairs will constitute Normal Notice Hearing.

If the facts and evidence suggest that the student's continued presence on University premises constitute imminent or clear and present danger to themselves, to others, or to property, the President or the President's designee may issue a Restraining Order against the students restricting them from the University premises prior to the **NORMAL JUDICIAL HEARING** and **AFTERWARDS**, if the President or the President's designee deems it necessary.

Whenever the interim suspension rule is invoked, the student shall be given the opportunity to **DISCUSS** the incident with a University official **PRIOR TO THE INTERIM SUSPENSION**. Any student so suspended shall have the right to a post-suspension hearing on the merits of the case within five business days of the suspension.

ARTICLE SEVEN

Appeals

1. A decision reached by the judicial board or a sanction imposed by the Director of Judicial Affairs may be appealed by accused students within three (3) business days of the decision. Such appeals shall be in writing and shall be delivered to the Office of the Vice President for Student Affairs or his/her designee.
2. Criteria for filing an appeal is limited to:
 - C The student's rights were violated in the hearing process or if there were hearing procedural errors.
 - C There is new material evidence which could not have been discovered at the time of the hearing.
 - C The evidence did not support the decision.
 - C The sanctions imposed were not appropriate for the violation or were made in an arbitrary or capricious manner.

All appeals shall be limited to review of the verbatim record of the initial hearing. Based upon the merits of written justification, the Vice President for Student Affairs may accept or reject the student's request for an appeal.

3. If the request for an appeal is granted, the Vice President for Student Affairs shall, within reasonable time, set a date, time, and place for the Administrative Appeals Board to review the findings, decision, and recommendation of the disciplinary hearing board. The student will be notified in accordance with the procedures outlined in Section Five. The complete record of the hearing and evidence presented before the disciplinary hearing board panel shall be made available to the Administrative Appeals Board.
4. In cases involving appeals by students accused of violating the Student Code, review of the sanction by the Administrative Appeals Board may not result in more severe sanction(s) for the accused student. Instead, following an appeal, the Vice President for Student Affairs may, upon review of the case, reduce, but not increase, the sanctions imposed by the Director of Judicial Affairs.
5. Because the Vice President for Student Affairs serves as the chief disciplinarian for the University, if no appeal is granted by him/her, then the sanction imposed by the Director of Judicial Affairs will remain.
6. If a student's appeal is heard by the Administrative Appeals Board, the Chairperson of the said board will follow the procedures established for the judiciary bodies and functionaries.
7. Students have the right to appeal the finding, decision, and recommendation of the Administrative Appeals Board if the reasons are based on the criteria listed in #2 of this article. To do so, a student must give written notification to the President of his/her intent to appeal and reasons for appealing within three (3) business days after notice of the finding, decision, and recommendation of the Administrative Appeals Board. If the request for appeal is granted, the President or the President's designee shall, within a reasonable time, set a date, time, and place to review the findings, decision, and recommendation of the Administrative Appeals Board.
8. Each institution is authorized to establish policies and regulations governing student conduct. Students shall have due process in disciplinary matters, and any student who exhausted all due process procedures at the institutional level may appeal his/her grievance to the University Louisiana System. Within thirty (30) days after all due process procedures have been exhausted at the institutional level, the student must present his appeal to the System President of the University of Louisiana System. The staff shall review the due process proceedings from the institution and submit recommendations to the Board of Trustees for the University of Louisiana System. If the request for appeal is granted, the System President or his designee shall, within a reasonable time, set a date, time, and place to review the findings, decision, and recommendation of the President of Grambling State University. The complete records of this case shall be made available for use by the System staff and Board of Trustees. The System office may request the presence of an individual, administrator or student involved in the case.

Note: If the decision of the Director, Student Judicial Affairs and/or the Administrative Appeals Board is upheld, then the sanction will be imposed as of the original date unless the Vice President for Student Affairs/Enrollment Management affixes a different sanction/or date.

ARTICLE EIGHT

Interpretation and Revision

Any question of interpretation regarding the Student Code of Conduct shall be referred to the Vice President of Student Affairs or his/her designee for final determination.

The Student Code of Conduct shall be reviewed every two (2) years under the direction of the Vice President for Student Affairs.



STATEMENT CONCERNING SEXUAL ASSAULT AND ABUSE

Grambling State University explicitly condemns all forms of sexual assault and abuse and is dedicated to prevention and to the victim assistance program. A victim of sexual assault and abuse by another student is encouraged to bring evidence of the incident to the Office of Student Judicial Affairs. In student judicial cases, both the accused and the victim have rights which are protected throughout the judicial proceedings. Victims of sexual assault and abuse where the alleged offender is an employee of the University, have recourse through the Office of Equal Employment Opportunity and the Office of Human Resources.

Victim's Rights Include:

To initiate, in addition to criminal charges, disciplinary proceedings against the alleged student offender. To initiate a disciplinary proceeding, the victim must comply with the procedures promulgated in Article Five--Judicial Policies. **CAVEAT:** Both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding and shall be informed of the outcome of any disciplinary proceeding alleging a sexual assault.

To be informed by the Director of Judicial Affairs or other proper University official of their options to notify proper law enforcement authorities, including on-campus and local police, and the option to be assisted by campus authorities in notifying these authorities, if the student chooses to do so.

To be notified by the Director of Judicial Affairs or other proper University official of existing counseling, mental health or student services for victims of sexual assault both on-campus and in the community.

To be notified by the Director of Judicial Affairs or other proper University official of options for, and available assistance in, changing academic and living situations after an alleged sexual assault incident if requested by the victim and if these changes are reasonably available.

Evidence of Sexual Assault and Abuse

Immediately after the assault, victims of sexual assault and abuse are urged to contact University law enforcement authorities if the assault occurred on-campus and local law enforcement authorities if the assault occurred off-campus.

It is important for victims of sexual assault and abuse to seek medical assistance immediately after an alleged assault so as to preserve any evidence. **CAVEAT:** Brushing teeth and rinsing mouth, bathing, douching, and enemas are discouraged. Victims should report to the Foster-Johnson Health Care Center if on campus or to the nearest hospital if off campus, whether or not the victim decides to lodge criminal charges, disciplinary proceedings, and/or both.

Before or after seeking medical attention, the student is expected to contact the Director of Judicial Affairs. The student may request that the Director, Coordinator, or another person with whom he/she confides to accompany him/her to the infirmary or hospital.

Statement Concerning Sexual Harassment

Grambling State University explicitly condemns sexual harassment of students, staff, and faculty. Since some members of the University community hold positions of authority that may involve the legitimate exercise of power over others, it is their responsibility to be sensitive to that power. Faculty and supervisors in particular, in their relationships with students and supervisors, need to be aware of potential conflicts of interest and the possible compromise of their evaluative capacity. Because there is an inherent power difference in these relationships, the potential exists for the less powerful person to perceive a coercive element in suggestions regarding activities outside those appropriate to the professional relationship. It is, therefore, the responsibility of faculty and supervisors to behave in such a manner that their words or actions cannot reasonably be perceived as sexually coercive, abusive, or exploitive.

Sexual harassment does not refer to occasional compliments of a socially acceptable nature. It refers to behavior which is not welcomed, is unwanted, and is personally offensive and debilitating. Such behavior creates an intimidating, hostile or offensive working environment which interferes with work effectiveness.

Such conduct, whether committed by supervisors or nonsupervisory personnel, is specifically prohibited. This includes, but is not limited to, repeated offensive sexual flirtation, advances, or propositions; continued or repeated verbal abuse of a sexual nature; graphic or degrading verbal comments about an individual or his or her appearance; the display of sexually suggestive objects or pictures; or any offensive or abusive physical conduct.

In addition, no one should imply or threaten that an applicant's or employee's cooperation of a sexual nature (or refusal thereof) will have any effect on the individual's employment, assignment, compensation, advancement, career development, or any other condition of employment.

Grambling State University is committed to providing an environment of study and work free from sexual harassment and to insuring the accessibility of appropriate grievance procedures for addressing all complaints regarding sexual harassment. A student who believes he/she is the victim of sexual harassment by a member of the University faculty or staff should lodge a formal complaint with the Office of Equal Employment Opportunity. A student who believes that he/she is the victim of sexual harassment perpetrated by another student may file a complaint with the Office of Student Judicial Affairs.

POLICY ON HAZING

Grambling State University is an institution of higher learning dedicated to excellence in teaching and service to citizens of the state of Louisiana. A part of that mission is fulfilled by the commitment of the University towards the development of students through academic and extracurricular activities. In keeping with its commitment to a positive academic environment, Grambling State University does hereby unconditionally oppose any situation created intentionally or unintentionally to produce mental, physical, psychological, or emotional discomfort as well as embarrassment, harassment or ridicule.

Hazing in any form is forbidden by any student(s) or organization(s) affiliated with Grambling State University. The following definition has been developed to clearly inform the University community as to the position and stand on what is considered hazing at our institution.

Any action taken or situation created on the university premises (pledging/membership intake is not to take place off campus) to produce mental or physical discomfort, or embarrassment, harassment, or ridicule. Such activities and situations include paddling in any form, creation of excessive fatigue, physical and psychological shocks, coercion resulting in menial tasks being performed, personal money being expended on non permissible essential pledge/intake activities, wearing apparel which is conspicuous and not in good taste, engaging in public stunts, morally degrading or humiliating games and activities, having work sessions which interfere with scholastic activities, using drugs and/or alcoholic beverages, and any other activities which are not consistent with fraternal law, rituals or policies from the respective state, regional, or national offices, or the regulations and policies of this educational institution. @

Regarding any pledging or membership intake process, participation in the activities must not be a mandatory requirement. Additionally, organizations cannot require physical examinations or any other requisites that are not sanctioned by the national body and the institution.

Complaints concerning possible hazing violations are to be directed to the Director of Student Organizations or the Vice President for Student Affairs. Cases will be handled on an individual basis.

PARENTAL NOTIFICATION

The Family Educational Rights and Privacy Act (FERPA) is a federal law that permits universities to notify parents or guardians of students under 21 of alcohol and other drug violations which result in a determination that the student has committed a disciplinary violation. This exception to the privacy rights of students was enacted because of the health and safety consequences of alcohol and other drug abuse. Grambling State University is committed to the total development of each student. We believe that parents share the University's concern in such situations for their child's health, safety, and academic progress.

Therefore, Grambling State University may notify parent(s) or legal guardian(s) of any student under the age of 21 found responsible for a violation of any federal, state, and/or local law or university policy regarding alcohol and/or controlled substances or other dangerous drugs.

NON-DISCRIMINATION STATEMENT

Grambling State University adheres to the equal opportunity provisions of federal civil rights laws and regulations that are applicable to this agency. Therefore, no one will be discriminated against on the basis of race, color, or national origin (Title VI of the Civil Rights Act of 1964); sex (Title IX of the Education Amendments of 1972); or disability (Section 504 of the Rehabilitation Act of 1973) in attaining educational goals and objectives and in the administration of personnel policies and procedures. Anyone with questions regarding this policy may contact the EEO Officer at (318) 274-6118.

NOTES

For additional information contact:

**Grambling State University
Office of Student Judicial Affairs
GSU Box 4309
Grambling, LA 71245
(318) 274-6149
www.gram.edu**