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Appendix I

Rules, Regulations, and Statutory Requirements

A. Student Conduct and Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the U.T. Dallas publication, A to Z Guide, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations*, Board of Regents, The University of Texas System, Series 50101, and in Title V, Rules on Student Services and Activities, Chapter 49 of the university's Handbook of Operating Procedures. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391).

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating its standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

1. Academic Dishonesty

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment or the award of a degree, and/or the submission as one's own work of material that is not one's own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.

2. Campus Solicitations

"Solicitations," as defined by the *Rules and Regulations* of the Board of Regents of The University of Texas System, means the sale, lease, rental of any property, product, merchandise, publication, or service, whether for immediate or future delivery; an oral statement or the distribution or display of printed material, merchandise, or product that is designed to encourage the purchase, use or rental of any property, product, merchandise, publication, or service; the oral or written appeal or request to join an organization other than a registered student, faculty, or staff organization; the receipt of or request for any gift or contribution; or the request to support or oppose or to vote for or against a candidate, issue, or proposition appearing on the ballot

at any election pursuant to state or federal law or local ordinances. All solicitations on the U.T. Dallas campus must conform to the Regents' Rules, copies of which are available in the offices of the President, Executive Vice President and Provost, Vice Presidents, and Deans, and in numerous other administrative offices and the library.

3. Hazing

Hazing, submission to hazing, or failure to report first-hand knowledge of hazing incidents is prohibited by state law and, in addition to disciplinary actions, is punishable by fines up to \$10,000 and confinement in county jail for up to two years. Hazing is defined by state law as, "...any intentional, knowing, or reckless act, occurring on or off the campus of an educational institution, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include students at an educational institution." Any person with knowledge that a specific hazing incident has occurred on or off campus must report the incident to the Dean of Students (SU 1.602) or call 972/883-6391.

4. Other Disciplinary Situations

Any student organization as a group is subject to disciplinary action or revocation of registration as a student organization for violation of a rule or regulation of The University of Texas System or The University of Texas at Dallas.

B. Grievances Procedures

The University of Texas at Dallas

is committed to a policy of nondiscrimination on the basis of age, color, disability, gender, race, religion, sexual orientation, national origin, or veteran status in its provision of services, activities, and programs, and in its treatment of students. Students seeking further information about this policy or related complaint procedures for alleged discrimination or sexual harassment should contact the Dean of Students. The dean will follow the procedures for student grievances that are found in Title V, Rules on Student Services and Activities, Chapter 51, summarized below.

Sexual harassment is a form of sex discrimination. Such harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Suggestions that academic or employment reprisals or rewards will follow the refusal or granting of sexual favors, also constitute sexual harassment. The full text of the University's "Sexual Harassment Policy and Procedure" may be found in the Administrative Policies and Procedures Manual, Section D, D11-115.0.

Any student who perceives that he or she has been subject to any form of discrimination as defined above may file a written complaint with the Dean of Students using the following procedures:

The complaint must contain the nature of the alleged discrimination, the date on which the alleged discrimination occurred, and other appropriate information as required by the dean.

The dean will refer all complaints that name an employee of the university (including graduate assistants and other student employees) as the offender to the Office of Human Resources for investigation and resolution. When the nature of the complaint is discrimination on the basis of disability, the dean will refer the grievance or complaint to the ADA Coordinator who will investigate the complaint under the procedures given in the Administrative Policies and Procedures Manual, Vol. IIA, Section D, page D11- 195.0, Americans With Disabilities Act Grievance Policy.

With the exceptions noted in subsection (2) above, the student discipline procedure outlined in Title V, Chapter 49 Student Discipline and Conduct will be utilized for complaints that name a student as an alleged offender. Such complaints will be investigated by the dean.

As a result of the investigation, the dean will, on the basis of the information presented, determine:

- that the charges of discrimination are without basis,
- that further investigation is required ,
- that campus action shall be initiated to alleviate a discriminatory situation, or
- that a hearing will be held.

C. Academic Appeals

Procedures for student grievances are found in Title V, Chapter 51, Rules on Student Services and Activities, of the university's Handbook of Operating Procedures. In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originated (hereafter called "the respondent.") Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy to the respondent's school dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the school dean. If the grievance is not resolved by the school dean's decision, the student may make a written appeal to the dean of graduate or undergraduate studies, who will appoint and convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students where staff are available to assist students in interpreting the rules and regulations.

D. Privacy Act: Student Records

The student's university record is established and maintained to provide both the student and the university with information regarding the student's progress while enrolled at the university. Any student enrolled in the university has access to and may inspect those records relating to his or her academic progress, to the extent allowed by the Family Educational Rights and Privacy Act and the Texas Public Information Act. The record is considered to be confidential and may be released only within the limitations clearly defined by university regulations and state and federal statutes or with the student's written permission.

The university may release directory information which is defined as public information and includes the student's name, local and permanent address, telephone number, E-mail address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees, awards and honors received, and the most recent educational agency or institution attended by the student. This information may be printed in various publications of the university such as the student directory, honors list, athletic programs, list of graduating students, or similar documents. Additionally, this information may be released upon request. A student may request that the university not release directory information by completing the appropriate forms during registration. The student must complete the forms each semester.

Student records which the university maintains include official university academic and personal records relating to scholastic, disciplinary and fiscal matters as well as records maintained by

university agencies and agencies providing services sought voluntarily by students. Students may challenge the contents of educational records and request corrections to inaccurate or misleading information. Any request for correction or explanation of record contents should be presented in writing to the person in charge of the office where the record is maintained.

Detailed information pertaining to the content of and handling of student records is contained in Title V, Rules on Student Services and Activities of the university's Handbook of Operating Procedures. Students wishing more information about their rights established under the Family Educational Rights and Privacy Act should contact the Office of Student Life, Student Union 1.602, (972) 883-6391.

E. The Student-Right-To-Know and Campus Security Act

In compliance with the Student-Right-to-Know and Campus Security Act, The University of Texas at Dallas collects specified information on campus crime statistics, campus security policies, and institutional completion or graduation rates. The university publishes an annual report of campus security policies and crime statistics and distributes copies during registration.

F. Use of Facilities

Pursuant to the general authority of Texas Education Code Chapter 65, and the specific authority of Texas Education Code Chapter 51, the Board of Regents of The University of Texas System, in Series 80101-80110 of the *Rules and Regulations*, promulgates rules relating to the use of buildings, grounds, and facilities for purposes other than programs and activities related to the role and mission of the U. T. System and the component institutions.

The property, buildings, or facilities owned or controlled by the U. T. System or U. T. Dallas are not open for assembly, speech, or other activities as are the public streets, sidewalks, and parks. The responsibility of the Board of Regents to operate and maintain an effective and efficient system of institutions of higher education requires that the time, place and manner of assembly, speech, and other activities on the grounds and in the buildings and facilities of the U. T. System or U. T. Dallas be regulated.

Complete copies of the regental and institutional rules and regulations are available to students in the Office of the Dean of Students where staff members are available to assist students in interpreting the rules.

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