

UAFS

UNIVERSITY OF ARKANSAS
FORT SMITH

2014-15
Student Handbook and
Code of Conduct

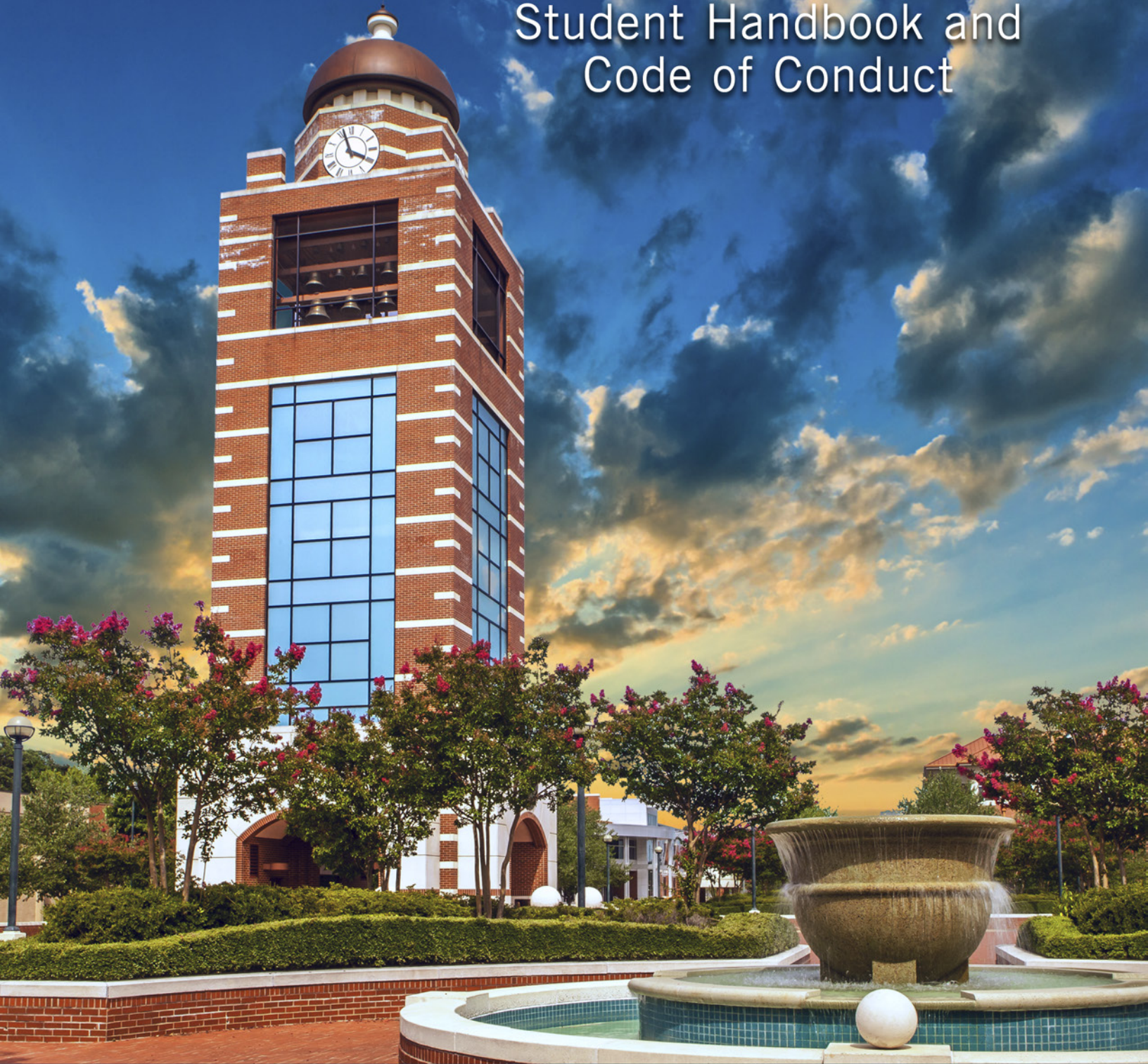


TABLE OF CONTENTS

Calendar 2014-15	3
Phone Directory	4
Vice Chancellor for Student Affairs Introduction	6
Welcome - Annsley Garner	7
A Brief History of UAFS	8
You and the University Community	9
Mission and Vision	11
Academic Information	12
Student Rights and Responsibilities.	16
Student Code of Conduct	19
Policies	30
Programs and Services.	51
University Police	64
Physical Health	67

CALENDAR 2014-15

FALL SEMESTER - 2014

Classes Begin	(M) August 18
Holiday (Labor Day)	(M) September 1
Fall Break	(W-U) November 26 - 30
Last Day of Classes	(T) December 2
Reading Day	(W) December 3
Final Exam Week	(R-W) December 4-10
Commencement	(R) December 11

WINTER INTERSESSION

Classes Begin	(R) December 11
Last Day of Term	(F) January 9

SPRING SEMESTER - 2015

Classes Begin	(M) January 12
Holiday (Martin Luther King Jr.)	(M) January 19
Spring Break	(M-U) March 23-29
Faculty Appreciation Ceremony/Undergraduate Research Symposium	(F) April 17
Last Day of Classes	(F) May 1
Final Exam Week	(S-F) May 2-8
Commencement	(S) May 9

SPRING INTERSESSION DOMESTIC/INTERNATIONAL MAYMESTER - 2015

Classes Begin	(M) May 11
Holiday (Memorial Day)	(M) May 25
Last Day of Term	(F) May 29

SUMMER TERM I - 2015

Classes Begin	(M) June 1
Last Day of Term	(R) July 2

SUMMER TERM II - 2015

Classes Begin	(M) July 6
Last Day of Term	(R) August 6

TABLE OF
CONTENTS

PHONE DIRECTORY

Area code 479 unless otherwise indicated

UNIVERSITY

Switchboard 788-7000

ADMISSIONS

Admissions and School Relations

Smith-Pendergraft Campus Center 219 788-7120

Toll-Free for Admissions Information 888-512-5466

ATHLETIC EVENTS - GAMES, TICKETS, INFORMATION

Athletic Department

Stubblefield Center 148 788-7590

UAFS LIONS BOOKSTORE

Smith-Pendergraft Campus Center 145 788-7320

BOX OFFICE

Smith-Pendergraft Campus Center 103 788-7300

CAMPUS RECREATION AND WELLNESS

Fitness Center 788-7600

Intramural Sports 788-7222

Sport Clubs 788-7222

Outdoor Adventure 788-7596

CAREER SERVICES

Smith-Pendergraft Campus Center 232 788-7017

COMPUTER AND WEB CLASSES DISTANCE LEARNING SUPPORT

Technology Support (Help Desk)

Gardner 101 788-7460

COUNSELING CENTER

Pendergraft Health Sciences Center 312 788-7398

DEANS' OFFICES

College of Applied Science and Technology

Baldor 219 788-7783

College of Business

Business and Industrial Institute 103 788-7800

College of Education

Math-Science 111 788-7908

College of Health Sciences

Pendergraft Health Sciences Center 112 788-7840

College of Humanities and Social Sciences

Vines 101 788-7430

College of Languages and Communication

Vines 225 788-7290

College of Science, Technology, Engineering & Mathematics

DEANS' OFFICES

Math-Science 114 788-7610

College of Student Success

Vines 128 788-7660

DENTAL HYGIENE CLINIC

Pendergraft Health Sciences Center 137 788-7270

FEE PAYMENTS

Cashier

Smith-Pendergraft Campus Center 202 788-7060

FINANCIAL AID

Financial Aid Office

Smith-Pendergraft Campus Center 215 788-7090

GORDON KELLEY ACADEMIC SUCCESS CENTER

Vines 202 788-7675

GREEK LIFE

Smith-Pendergraft Campus Center 110 788-7694

HOUSING AND RESIDENTIAL LIFE

Housing Office 788-7340

The Lion's Den Residence Hall 788-7347

Sebastian Commons Apartments 783-7340

LIBRARY

Boreham Library 788-7200

NEW STUDENT ORIENTATION

Admissions and School Relations

Smith-Pendergraft Campus Center 219 788-7120

OFFICE OF NON-TRADITIONAL STUDENT SUPPORT

Smith-Pendergraft Campus Center 111A 788-7319

POWELL STUDENT HEALTH CLINIC

Pendergraft Health Science Center 258 788-7444

RECORDS OFFICE / REGISTRAR

Records Office

Smith-Pendergraft Campus Center 222 788-7230

SCHOLARSHIPS

Financial Aid Office

Smith-Pendergraft Campus Center 212 788-7988

STUDENT ACTIVITIES OFFICE

Smith-Pendergraft Campus Center 115 788-7663

TABLE OF
CONTENTS

STUDENT ADA SERVICES

Vines 210	788-7577
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STUDENT ADVISEMENT AND CAREER PLANNING

Smith-Pendergraft Campus Center 219	788-7400
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STUDENT AFFAIRS

Smith-Pendergraft Campus Center 201A	788-7310
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STUDENT SUPPORT SERVICES GRANT

Boreham Library 207	788-7355
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TESTING (COMPASS, MAKE-UP TESTING, CLEP, ETC.)

Testing Center	
Smith-Pendergraft Campus Center 205	788-7682

TRANSCRIPTS, ACADEMIC RECORDS

Records Office	
Smith-Pendergraft Campus Center 222	788-7230

UNIVERSITY POLICE DEPARTMENT

51st Annex 231	
Emergency	788-7911
Non-Emergency 24 hr.	788-7141

VETERANS AFFAIRS

Financial Aid Office	
Smith-Pendergraft Campus Center 215	788-7092

WATC (WESTERN ARKANSAS TECHNICAL CENTER)

Baldor 111	788-7720
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WORK-STUDY

Financial Aid Office	
Smith-Pendergraft Campus Center 214	788-7116

UNIVERSITY OF ARKANSAS - FORT SMITH
5210 GRAND AVENUE, P.O. BOX 3649
FORT SMITH, AR 72913-3649
INFORMATION@UAFS.EDU

**TABLE OF
CONTENTS**



Dear UAFS Students,

Welcome to the University of Arkansas - Fort Smith and the 2014-15 academic year. I am glad you have made the decision to pursue higher education with us. This is an exciting time to be at UAFS. We have a wonderful visual arts building being constructed. A new student recreation and wellness center is being designed even as school begins in fall 2014. Our Campus Center Food Court was renovated in 2013. The number of student organizations active on campus is at an all-time high, and a recent prominent research study found a strong link between engagement on the college campus and engagement in and satisfaction with one's work later in life.

On the academic side, we have new majors such as international business, new certificate programs such as robotics, and a faculty that is genuinely student-focused. Our annual Undergraduate Research Symposium showcases work done by students under the tutelage of faculty. There may not be a more powerful educational experience than working alongside a faculty member in an area of common interest.

Opportunities to become involved abound at UAFS. Leadership opportunities are plentiful. Cultural, musical and theatrical performances are both affordable (often free) and of high quality. Athletics is highly competitive and offers a great fan experience in the student section. Greek Life is healthy, expanding, and focused on the right values. Our elected student representatives, called the Student Government Association, work together to better the student experience.

So, whether you are a brand-new Lion or a veteran of the Pride, commit yourself to academic excellence, campus involvement, and service to others. Your choice to intelligently and intentionally connect with your campus through faculty, peers, staff, activities and organizations constitutes the single greatest factor in determining the quality of your collegiate experience.

A handwritten signature in black ink that reads "Lee E Krehbiel". The signature is fluid and cursive, with the first name "Lee" being the most prominent.

Lee Krehbiel
Vice Chancellor for Student Affairs



Welcome Fellow Lions,

My name is Annsley Garner and I am your Student Government president for the 2014-15 year.

The past three years that I have been a Lion have been some of the best times of my life! Here you will experience the things that will make you the person you will become. You will find lifelong friends, and due to small classroom size and dedicated professors, you will receive what I consider the best education in the state.

Before you begin your journey, I want to offer you some advice that I wish I had received as a freshman.

- TAKE ADVANTAGE of your free memberships while you're in college! When else in your life will you have tutoring, library, health care, sporting events and gym access all in the same place for almost no cost?
- ALWAYS GO to the block parties, tailgates, Welcome Week events, and International Festival. Free food, prizes and T-shirts. Need I say more?
- FIND YOURSELF. Freshman year is when you have the most free time (even though it might not feel like it). Join clubs. Take naps. Study abroad. Experience Season of Entertainment. Try new things! Find out what you like and only stick with those things until graduation.
- FIND YOUR FAVORITE SPOT in the library right away. Keep up with your grades early on so you can relax during finals week while everyone else is freaking out.

Lastly, I would like to invite you to come visit us in the Student Government office. Our role on campus is to serve as the voice of the students of UAFS, to take your suggestions and comments. If you see something you don't like on campus, let us help fix it. Our office is located in the Campus Center Room 119. Also, you can email us at sga@uafs.edu.

Here's to a great year!

Go Lions!

Annsley Garner
President, Student Government Association

TABLE OF
CONTENTS



TABLE OF CONTENTS

A BRIEF HISTORY OF UAFS

The University of Arkansas - Fort Smith was first established as Fort Smith Junior College in 1928 and was an extension of the local public school system. The university operated within the public school system until 1950, primarily offering college-parallel courses.

In September 1952, the university was moved from the high school to the old County Farm site at Grand Avenue and Waldron Road. It initially operated on the northeast portion of what is now a 200-acre campus. Two brick buildings were converted into classrooms and offices, and the semester began with 108 students and 10 instructors. The enrollment increased rapidly, course offerings and faculty were expanded, and eight buildings were constructed.

The institution began to develop a comprehensive community college program, a new concept in education in the area and the state. Local industrialists became interested, and at their urging and with their economic aid and professional assistance, a vocational-technical division was established to provide local industries with trained personnel.

The example set by the FSJC resulted in the beginning of a statewide system of community and technical colleges.

Leaders from all parts of the state endorsed the concept of the community college and amended the Arkansas Constitution so that the General Assembly could authorize the creation of community junior college districts. The amendment was approved in 1964, and an enabling act was passed early in 1965, permitting the citizens in these areas to create such districts by popular referendum.

In February 1966, the Board of Trustees approved the name change from Fort Smith Junior College to Westark Junior College. In February 1972, the board passed a resolution changing the name to Westark Community College in order to reflect the mission of the college. Westark Community College was fully accredited by the North Central Association of Colleges and Secondary Schools in 1973. In February 1998, the board changed the name to Westark College to more accurately portray the mission, role and scope of the college.

At midnight on Jan. 1, 2002, Westark College became the University of Arkansas - Fort Smith. The university now includes bachelor-level programs, as well as traditional transfer and career programs.



TABLE OF CONTENTS

YOU AND THE UNIVERSITY COMMUNITY

A Message From the Chief



On behalf of the officers and student workers of the UAFS Police Department, I would like to welcome you to our university. Our staff endeavors to keep your time on campus safe and enjoyable. Whether you need to gather information before your arrival or check out current activities once you're here, we want this informational booklet to be of value to you.

The crime problem across our nation highlights the importance of being safe in our homes and workplaces. Our officers here at UAFS are state certified by the Arkansas Commission on Law Enforcement Standards and Training and possess full powers of arrest. Our officers continue to receive training after certification to increase their expertise and professionalism. We have certified full-time officers as well as student workers serving as parking enforcement.

Our department is committed to the philosophy of community policing and strives to maintain campus partnerships to enhance the experiences of students, faculty, staff and visitors. The annual crime statistics for UAFS are also published on the university website. If you have any questions about the statistics, please call my office at 479-788-7140 or feel free to email me at craig.nance@uafs.edu.

The UAFS Police Department is committed to serving the needs of the university community. When you need assistance, I will ensure you receive the same level of service you would expect from any other professional law enforcement agency.

In order to make our campus as safe as possible, I would like to invite every member of our community to do their part by protecting themselves and their property. Let's work together to make UAFS a safe place to live, learn, and work!

Craig A. Nance
Director/Chief of Police



Personal Safety

Each student is issued a Lions ID Card, which must be retained while he or she is registered at the university. In order to protect the safety and welfare of students and employees of the university, and to protect the property of the university, all people at events or on property under the jurisdiction of the University shall identify themselves to an appropriate institutional representative who has identified himself or herself. A person identifies himself or herself by giving his or her name and complete address and stating truthfully his or her relationship to the university. A person may be asked to present some form of identification. If any person refuses or fails upon request to present evidence of his or her identification, and it appears reasonable that the person has no legitimate reason to be on the campus or in the facility, the person may be removed from the campus or facility.

Your safety on campus is vitally important. The need for campus security is broader than personal safety. It is central to our educational mission. There are many steps we can take to protect ourselves from crime. Many crimes occur because there was an opportunity for them to happen. For example, most crimes of theft and burglary are random, not calculated. They occur because community members leave a residence apartment door, room door or window, or car door unlocked. On a campus like UAFS, it is easy to think that nothing will happen. But crime can happen anywhere. Follow these simple steps to reduce your chances of victimization:

- Keep emergency numbers on or near the phone. Report suspicious activity, thefts and other criminal activity immediately.
- At night, walk in well-lit areas with a friend or in a group. Utilize the University Police escort program if you cannot

find anyone to walk with you. Be aware of your surroundings. Do not ignore your intuition; if you suspect you are being followed, change directions or head for a campus building, group of people, or emergency phones.

- Never prop open or alter a door in any manner so that it will not close properly.
- Do not admit unauthorized or uninvited people into your residence. Report suspicious people immediately.
- Keep your doors locked at all times when you are in your room and when you leave.
- Never give out information about yourself or others to strangers on the phone.
- Do not carry or flash large sums of money.
- Do not leave backpacks or books unattended at any campus facility. Print your name inside every textbook you own.
- Engrave all items such as stereos, calculators and computer equipment.

If you are a victim of a crime or have been involved in a personal safety issue on this campus, you are encouraged to report this to the University Police Department. If you simply wish to talk confidentially about what happened, contact the Counseling Clinic or Crisis Intervention Center (off campus). The following are resources available to you:

University Police Department	479-788-7141
Vice Chancellor for Student Affairs	479-788-7310
Counseling Center	479-788-7398
Crisis Intervention Center	479-782-1821
	800-359-0056



MISSION AND VISION

Mission

UAFS prepares students to succeed in an ever-changing global world while advancing economic development and quality of place.

Vision

UAFS will be a premier regional university connecting education with careers.

The student learning vision for UAFS will provide the following:

- Graduates who possess and can demonstrate the general education competencies and the learning outcomes for their academic programs.
- An academic community that is passionate about student learning and knowledgeable about the processes that are in place to ensure learning outcomes.
- Faculty who examine and persistently discuss which styles, strategies, experiences, and tasks are best for improving learning in a diversity of students.
- Students who share the responsibility for and demand active engagement in their own learning from the moment they step on to our campus.
- Real connections between classroom learning and the workplace that result in program-specific, real-world experiences that effectively prepare students for the world beyond academics.
- Graduates who embrace change, welcome diversity, and are enthusiastically engaged in lifelong learning and who have the ability and desire to transfer those skills to the workplace and community.
- High-quality programs with national reputations that draw students from all over the United States.
- Faculty, staff, and students who are equal, active partners involved in the learning process and who share responsibility in achieving student competency.

Assessment of Student Learning

UAFS has clear expectations for student learning and is committed to continual assessment as the means to improving learning outcomes. Every academic program specifies educational objectives and outcomes are measured to determine ways in which learning will be improved. Findings based on objectives are used in curriculum improvement, planning and resource allocation. A faculty-led student-learning committee coordinates all campus assessment activities for the purpose of continuous improvement in learning. See uafs.edu/learning for further information.

GENERAL EDUCATION

A strong and viable general education program is central to the university's mission. The development and demonstration of specific abilities in disciplinary and interdisciplinary contexts serves that mission and the goal of lifelong learning for all students. Each degree requires students to demonstrate proficiency, and student proficiency is continually assessed in order to improve learning.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

UAFS provides equal employment, admission, and educational opportunities without regard to race, color, sex, gender, age, national origin, religion, learning or physical disability, veteran's status, gender identity, or sexual orientation. UAFS does not discriminate on the basis of disability in admission, access to, treatment, or employment in its programs and activities.

It is the policy of UAFS that no student or staff member may sexually harass another. Any employee or student will be subject to disciplinary action for violation of this policy.

The director of human resources is responsible for the university's compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and Title VII of the Civil Rights Act of 1964. The Vice Chancellor for Student Affairs is responsible for compliance with Title IX of the Education Amendments of 1972.



ACADEMIC INFORMATION

Academic Course Work

Each instructor is in charge of class activity, course requirements, grading procedures and student discipline within the context of the classes he or she is assigned to teach. If assistance is needed, contact the instructor, or if necessary, the department head of the appropriate program. Full-time instructors are available by appointment or for walk-in assistance during their posted office hours. Part-time instructors will announce their office hours during the first or second class meeting.

Academic Grievance Process

A student with grievances concerning a faculty member, a method of instruction or dismissal from a program should follow the informal and formal grievance procedures described in the respective program documents if applicable.

For those programs without specific written grievance procedures, the student should attempt to resolve the matter informally first with the faculty member, then with the department chair or program director, and then the appropriate dean. The formal grievance process is used when the informal procedures have been exhausted with no satisfactory resolution. For a formal hearing, the student must submit a request in writing to the appropriate dean within 14 business days of the incident.

The request must contain:

- The specific injury to the student
- The date on which the injury occurred
- Names of people involved
- Measures taken by the student to rectify the particular incident
- Any other pertinent information

The dean will review the formal request to determine its merit and to ensure all avenues for resolution have been exhausted by the student. An answer or decision will be issued to the student in writing within seven business days of receiving the formal grievance. If the student wishes to pursue the matter further, he or she must submit a written request within three business days to the provost for the matter to be reviewed. The provost will issue a decision in writing within seven business days. The decision of the provost is final.

Matters other than instruction should be taken to the Vice Chancellor for Student Affairs.

Academic Honesty

UAFS is committed to helping students attain their highest level of academic achievement. That achievement is predicated on a foundation of scholastic integrity in all aspects of students' academic work.

This absolute standard of academic honesty lies at the heart of any pursuit of learning and the award of any degree or certificate. All students, faculty and staff of UAFS are responsible for understanding and abiding by the academic honesty policy. The university supports faculty and staff in the good faith application of these policies as they conduct their official duties.

This policy is only one element of the university's commitment to academic honesty; students will find this institutional value, and the practice of scholastic integrity, reflected in many ways in all university programs and services. Academic dishonesty in any form, including using unauthorized materials, information, or study aids in any academic exercise; plagiarism; forgery; falsification of records; unauthorized possession of examinations; any other actions that may improperly affect the evaluation of a student's academic performance or achievement; and the assistance of others in any such act is forbidden.

A faculty member who has proof that a student is guilty of academic dishonesty may take appropriate action up to and

including assigning the student a grade of F for the course and suspending the student from the class. The F will be the final grade and the student may not withdraw from the course with a W. A description of the incident and the action taken will be reported to the appropriate dean and will be placed in the student's file in the Records Office.

The student may appeal either the finding of academic dishonesty or the penalty, or both, to the Academic Integrity Committee within three business days of notification. Appeal forms may be obtained from their adviser. Upon appeal, a student will be allowed to continue in class until the appeal is adjudicated. The Academic Integrity Committee acts as arbitrator in such situations, presenting its findings and recommendations to the provost for review.

In cases of repeated offenses, the provost may take appropriate action up to and including permanent suspension from the university or solicit the recommendations of the Academic Integrity Committee. A copy of such action will be placed in the student's file in the Records Office. Repeat incidents of academic dishonesty could result in the assignment of a grade of FX on the transcript, clearly indicating the failing grade was the result of academic dishonesty.

Attendance

Students are expected to attend all classes. After an unavoidable absence because of illness or an emergency, students must take the responsibility for contacting faculty members to make up missed work. Each faculty member's specific attendance policy will be distributed with other course information at the beginning of each semester. It is the student's responsibility to know the policy and comply. When absences exceed the number allowed by the faculty of the class, he or she has the authority to give the student a grade of F at the end of the semester or to drop the student from the class within the withdrawal period by the following procedure:

1. The faculty member notifies the student of his or her attendance status.
2. The student is given the opportunity to discuss his or her status with the faculty member.
3. If attendance is subsequently unsatisfactory, the faculty may drop the student from the class by completing the withdrawal notice and filing the form with the Records Office.

This procedure does not remove the primary responsibility of the student for taking official withdrawal action. Students dropped by a faculty member receive a W through the 12th week of a regular semester and the fourth week of a summer five week term.

Withdrawals will end on Friday of the 12th week of the regular semesters and the fourth week of the five-week summer terms and other five-week courses. Courses that do not correspond to these time frames will be handled on a prorated basis.

ABSENCE DUE TO PARTICIPATION IN UNIVERSITY SPONSORED EVENTS

Students engaged in sanctioned extracurricular activities in which they are representing the university should be excused from class and be allowed to make up work without penalty. Students are responsible for all material covered and for any

class activities missed during the absence. Students are required to contact each of their instructors at least one week prior to the absence to discuss requirements for completing missed assignments. Exceptions to this policy will be handled by the appropriate academic dean, with the provost being the final arbiter.

AUDITING COURSES

Students who audit courses must be officially admitted to the university and pay the regular tuition and fees for the course. Those who audit courses will receive a grade of AU. An auditing student may drop a course or be dropped by an instructor following normal withdrawal procedures any time during the withdrawal period and receive a grade of W. Audited courses are not eligible for financial aid.

Ideally, students who wish to audit a course should declare their intentions when they enroll. Students may change from audit to credit status or credit to audit status through the fifth day of the fall or spring semester. Summer terms and off-schedule courses will follow a prorated time period. No change will be allowed after the fifth day of the term.

Individual instructors will determine the degree of participation of students auditing a course.

COLLEGE HOURS/COURSE LOAD

A semester hour is earned when students satisfactorily complete class work to which they devote the equivalent of one hour per week for 16 weeks. In laboratory courses, it is necessary to spend more time for each semester hour of credit. Students may carry up to 18 hours in the fall or spring semester without special permission; however, the average is 15. No more than seven hours in a single summer term and no more than a total of 14 hours in one summer will be allowed without special permission. Special permission for additional hours must be obtained from the appropriate dean, program directors or department chairs.

GRADE PETITIONING

A student who believes an error has been made in the assignment of a final grade must contact the faculty member to resolve the issue. Should the student remain dissatisfied, he or she may appeal to the department head or program director (if applicable) and then to the dean of the college in which the course originates. If the dean disagrees with the faculty member's response, the dean will refer the matter to the Academic Integrity Committee. The dean will respond to the student in writing within seven days of receipt of the written appeal from the student, either denying the appeal or indicating that the appeal has been referred to the Academic Integrity Committee. If the dean has upheld the faculty member's response, the student may petition the Academic Integrity Committee and should do so no later than the last day of the next fall or spring semester. Failure to act within that time period disqualifies the student from further pursuit of the matter. The Academic Integrity Committee shall be convened within 14 business days of receipt of the petition. The committee shall submit its recommendation to the provost no later than 21 business days from receipt of the petition. The provost will notify the student of the decision. The decision of the provost is final.

Grade petition forms are available from an adviser.

GRADE REPORTS

Mid-term and final grades for each semester are accessible on the student's UAFS LionsLink. Students can review and print unofficial copies of their current grades and transcripts through LionsLink. Only the final grade is posted on the official transcript. Refer to the Transcripts section for information on obtaining an official transcript.

Grades and Grade Points

UAFS uses the following system of grading:

A	Excellent	4 quality points
B	Good	3 quality points
C	Average	2 quality points
D	Passing	1 quality point
AU	Audited	0 quality point
W	Withdrew	0 quality point
IP	In-progress	0 quality point
F	Failing	0 quality point
FX	Failing-Dishonesty	0 quality point
CR	Credit	0 quality point

AU, IP, CR and W are disregarded in calculating grade point averages; detailed instructions for computing both semester and cumulative grade point averages follow.

GPA DEFINITIONS

Cumulative GPA: GPA for all coursework completed at UAFS

Term GPA: GPA for all coursework for any specified term

To calculate your GPA:

1. Find the total grade points earned by multiplying the value of each grade times the number of credit hours for each course, using the table above for quality points. For example, 4 credit hours of A is $4 \times 4 = 16$ and 3 credit hours of B is $3 \times 3 = 9$; the total grade points earned is 25.
2. Add all credit hours attempted, including those for which you earned an F. For example, one 4-credit-hour course and one 3-credit-hour course = 7 credit hours attempted.
3. Now divide the grade points earned by the total credit hours. For example, $25 \div 7 = 3.57$ GPA.

IN-PROGRESS GRADE

At the end of any semester, a faculty member may assign a grade of IP if extenuating circumstances have prevented the student from completing all course requirements. An IP grade is appropriate **ONLY** in situations where the student has completed at least 75 percent of the course requirements, based on professional judgment of the faculty member. The faculty member shall make a professional judgment, on a case-by-case basis, concerning the efficacy of assigning an IP grade.

If a grade of IP is assigned, the faculty member will make a written contract with the student, list work to be completed and provide a specific date for completion of the course work. The faculty member will file the contract with the Records Office.

If a final grade has not been assigned by the faculty member by the end of the next spring or fall semester, the Records Office

will automatically change the IP grade to an F. However, if the contract on file in the Records Office has a later completion date, that contract date is the final deadline for changing an IP to an F. The in-progress grade contract cannot be extended beyond the original date without permission of the college dean.

Graduation Requirements

It is the primary responsibility of students to know the graduation requirements of their academic programs, including all university requirements. Students must satisfy all graduation requirements and required college-level work. Any student completing degree requirements at conclusion of the spring semester or either summer term must apply by April 15 of the previous year; any student completing degree requirements at the end of the fall semester must apply by November 15 of the previous year.

A commencement ceremony is held twice a year to recognize degrees and awards.

A student cannot receive the same degree in the same discipline of study twice. The highest degree will be announced and all certificates and degrees will be listed in the commencement program.

See the [academic catalog](#) and your adviser for a detailed description.

DEGREE PROGRAM REQUIREMENTS

A student's degree program requirements are those specified in the catalog in effect at the time of declaration of the major or minor. If original courses are deleted, the student may be required to substitute specific classes to replace the deleted courses in the degree program. If a student is not enrolled for at least two consecutive terms (excluding summer terms), the student will be required to re-enter under the program requirements of the catalog in effect at the time the student returns to the university. The student is responsible for staying informed of program requirements and changes.

A student's degree requirements are those specified in the catalog in effect at the time of declaration of major and/or minor. A student must complete graduation requirements under provisions of a catalog no more than seven years old at the time of graduation. If a student does not complete graduation requirements within the seven year period, he/she will be required to meet the graduation requirements of the current catalog. Please note that many types of financial aid, including Pell grants and scholarships, may be exhausted prior to seven years. Contact Financial Aid for additional information. A student must apply for graduation and have the degree posted within a year of the completion of all degree requirements.

REPEATING COURSES

A student may repeat a course taken at UAFS regardless of whether credit hours were previously earned. In every case, no more hours can be earned than would be received from one successful enrollment. If a student re-enrolls for credit, an E (excluded from GPA) will mark the original repeated course. The most recent enrollment is designated by I (included in GPA). For repeated UAFS courses, only the grade earned during the most recent enrollment is computed in the cumulative grade point average. All courses are included as attempted hours for financial

aid. Please refer to the *Acceptance of Transfer Credit* section in the catalog for information about repeating transfer courses. Students may not attempt any course more than twice and be eligible for admission to programs in the College of Health Sciences.

TRANSCRIPTS

Official transcripts of a student's work at UAFS may be obtained from the Records Office in accordance with federal guidelines. **Official transcripts cannot be released if there are any outstanding financial obligations to the university.**

Transcripts are issued only at the written request of the student or appropriate institutions and officials. A transcript request form is available to be downloaded at www.uafs.edu/Records. Requests may be made in person, via LionsLink, by mail or fax and should include the name under which the student was enrolled, student ID number, date of birth, dates of attendance at UAFS, name and address of the person or institution to which the transcript should be sent, as well as the student's signature. Telephone requests for transcripts are not accepted.

Official transcripts of the student's complete permanent record are issued on security paper with the embossed seal of the university and stamped signature of the registrar.

Transcripts that have been presented for admission or evaluation of credit become the property of UAFS as a part of the student's permanent record and are not reissued. Transcripts from other institutions, if needed, must be obtained directly from the original issuing institution.

WITHDRAWAL FROM CLASSES

Students may withdraw from courses prior to the start of the fall, spring and summer terms by the LionsLink web-registration process or through an adviser with a Change of Schedule form and received by the Records Office. Once the term has started, students who wish to withdraw from a class or change classes are governed by the following policy:

- Withdrawals through the official reporting day are not recorded on the student's permanent record. However, any withdrawal on the first class day or after will be counted as attempted hours for financial aid purposes.
- During first week of the fall and spring semesters, students will receive a 100 percent tuition refund for a dropped course only if another course is simultaneously added on the same schedule form. Any course dropped without a corresponding add will be refunded according to the published refund policy.
- After the official reporting day:
- Students are required to obtain the signatures of their adviser, faculty member teaching course to be dropped, and a financial aid representative on the Change of Schedule form in order to withdraw.
- Students withdrawing from a credit course prior to 5 p.m. on Friday of the 12th week (or the equivalent) of the fall or spring semester will receive a W on their permanent record.
- Summer term students withdrawing from a credit class prior to 5 p.m. on Friday of the fourth week of the five-week term during which they are enrolled will receive a W on their permanent record.

Failure to attend or pay tuition does not constitute official withdrawal.

Students who are on financial aid or are receiving a scholarship should check with the financial aid office prior to withdrawing from a class.

An appeal of the tuition and fee policy, drop dates and late payment fee must be made in writing to the Registrar no later than the last day of classes of the term in question. Appeals must demonstrate extenuating circumstances that prevented the student from adhering to the specific withdrawal dates and deadlines in the registration calendar, and must include documentation in support of the appeal. Only the student may file an appeal on his or her own behalf.



STUDENT RIGHTS AND RESPONSIBILITIES

Student Substantive Rights

A. Freedom of Association at UAFS

Students at the University of Arkansas - Fort Smith are free to organize and to participate in associations of their own choosing, subject only to reasonable university regulations ensuring that such associations are neither illegally discriminatory in their treatment of other members of the university nor operating in a manner which substantially interferes with the rights of others. Freedom of association may not be forbidden because of the general political or philosophical orientation of any particular group. However, campus organizations have a strong obligation to avoid representation or giving the impression that their actions reflect the views of the University. Accordingly, it is the policy of UAFS that:

- a. Membership and participation in the organization must be open to all students without regard to race, color, sex, gender, age, national origin, religion, learning or physical disability, veteran's status or gender identity sexual orientation. Membership and participation in the organization must also be open without regard to gender, unless exempt under Title IX.
- b. Student organizations that select their members on the basis of commitment to a set of beliefs (e.g., religious or political beliefs) may limit membership and participation in the organization to students who, upon individual inquiry, affirm that they support the organization's goals and agree with its beliefs, so long as no student is excluded from membership or participation on the basis of his or her race, color, sex, age, national origin, religion, learning or physical disability, veteran's status, or sexual orientation, with the Title IX exception mentioned above.
- c. The membership, policies and actions of a student organization usually will be determined by vote of

only those people who are students in the university. Such organizations, to receive recognition within the academic community, must adhere to the organizational criteria.

- d. Affiliation with an extramural organization shall not in itself disqualify a student organization from institutional recognition or from the use of university facilities, although reasonable provisions may be made to safeguard the autonomy of a campus organization from domination by outside groups.
 - e. All student organizations wishing to be officially recognized by UAFS must have an adviser who is a full-time employee of the university. The adviser's role is to assist the organization, but not to control the activities of the organization. Student members typically ask a faculty or staff member to serve as adviser. In any case, the student leaders and the director of campus involvement must agree on the assignment of an adviser.
 - f. As a condition of recognition, student organizations are required to submit a statement of purpose, criteria for membership, rules of procedure and a current list of officers to the Student Activities Office.
 - g. A student organization that is found by the Student Activities Office to be operating in a manner that is illegally discriminatory in its treatment of other members of the university community, may have its privileges to use university facilities or compete for activity fees withdrawn.
- ### B. Freedom of Speech and Assembly
- UAFS values the democratic principles of free speech and assembly. As a public university, UAFS serves as a marketplace of ideas and fosters free speech, open discussion and debate of those ideas. No rule will restrict students' expression solely on the basis of disapproval of or fear regarding their ideas or motives. Students and

student organizations are free to examine and discuss all questions of interest to them and to express opinions publicly and privately. Modes of expression will neither be controlled nor forbidden when they are neither disruptive nor in violation of applicable rules of conduct. Modes of expression or assembly that are noticeably unreasonable in terms of time, place or manner may be forbidden.

Students and student associations will always be free to support causes by orderly and peaceful assembly that do not infringe upon the rights of others. The involved students have the responsibility to clarify to the academic and larger community that they represent views of the students or student association and not the university.

Student groups are allowed to invite and to hear any person of their own choosing. Routine procedures required by the university before a guest speaker is invited to appear on campus shall be designed only to ensure orderly scheduling of facilities and adequate preparation for the event. Institutional control of campus facilities shall not be used as a device of censorship. It shall be made clear to the academic and larger community that sponsorship of guest speakers or events does not necessarily imply approval or endorsement of the views expressed.

Accordingly, defamation, public obscenity, certain incitements to crime, as well as other civil or criminal misconduct under laws applicable to a manner of speech or assembly directly damaging to the rights of others may be subject to institutional action as specified in the Student Code of Conduct, Rights, Responsibilities and Conduct Code Governance.

C. **Freedom of the Press**

There will be no ideological censorship in the determination of printed or electronic expression on campus; access to publications is not to be denied because of disapproval of content. Regulation of student publications that operate on the same basis as other private enterprises are subject only to the same control as those respecting reasonableness of time, place and manner of distribution and those rules and regulations promulgated by UAFS.

D. **Privacy and Educational Records**

To safeguard student privacy, student records are not to be available to unauthorized on-campus and off-campus personnel without the express consent of the student. Students have the right to inspect the official transcripts of their own academic records. They also have the right to inspect reports and evaluations of their conduct, except letters of recommendation and similar evaluations that are prepared on a confidential basis. (See the Family Educational Rights and Privacy Act, i.e., Buckley Amendment, for further details.) However, there are limited exceptions.

The University of Arkansas - Fort Smith may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of

attendance. A student (or in certain instances, the student's parent) is entitled to request that the university not disclose the student's directory information. However, as the university currently opts not to share directory information, such requests are generally not needed.

E. **Disclosure of the Outcome of Student Conduct Hearings to Victims or Others**

When an alleged Student Code of Conduct violation would constitute a crime of violence (for example, battery, sexual assault), and the alleged violator is found responsible by the student conduct administrator or Student Conduct Board, the University shall disclose the outcome of the student conduct hearing and the sanction to the victim. When an alleged Code violation would constitute a crime of violence, and the violator is found responsible, the university, again under applicable federal law, retains the right to disclose the name of the violator, the portion of the conduct code that was violated, and the sanctions, to anyone, which information may be re-disclosed. For a legal reference, see the Family Educational Rights and Privacy Act, §99.33, §99.31(a)(13), and 20 U.S.C. 1232g.

F. **Right of Privacy**

Except in emergency circumstances, campus authorities will not enter premises occupied by students unless appropriate authorization has been obtained. Residence hall rooms may, however, be subjected to reasonable inspections by staff and resident advisers for order, life safety or cleanliness. Searches may also be conducted when there is reason to believe university regulations or state and federal laws are being violated. If a search is conducted in the residence halls by campus authorities (outside of searches conducted directly pursuant to law enforcement purposes), application for such search must be made to the Vice Chancellor for Student Affairs or his/ or her designee, who may issue authorization upon reasonable belief that the act being complained of has occurred or is occurring on the premises.

The application must specify the reasons for the search and the objects or information sought. The student should be present, if possible, during the search. If a search is conducted anywhere else on campus (for example, lockers, desks) authorization must be obtained from the Vice Chancellor for Student Affairs, his or her designee, or the chief of police.

G. **Equal Protection**

The university has an obligation and shall apply its rules equally to all students who are similarly situated. This does not mean, however, that the university is required to refrain from taking action against some offenders because there are other offenders who cannot be identified or who are not presently being charged for some other valid reason. In the absence of evidence of illegal discriminatory enforcement, the university may properly take action against some offenders although it is clear that there are other offenders who are not before the student conduct system.

Emergency Powers

- A. Nothing in this code shall be in derogation of the power of the chancellor, or of his or her duly authorized subordinates, to declare a state of emergency on university property, to suspend the procedural and substantive rights specified herein for the duration of the declared emergency. Any sanctions imposed on students violating the standards of conduct specified for the duration of the state of emergency, may be of summary process, if so provided by the chancellor of the university or of his or her duly authorized subordinates. Such sanctions imposed for violations of standards of conduct specified for a state of emergency, whether by normal process or by summary process, shall be for the duration of the emergency only. Any sanctions other than those imposed for the duration of emergency must be brought under the Student Code of Conduct, Rights, Responsibilities and Conduct Code System. Students are guaranteed all substantive and procedural rights specified herein in such proceedings. Emergency situations also may include cases in which students are asked to withdraw from the university for medical reasons.

Student Responsibilities for Copyrighted Materials

It is the policy of the University of Arkansas System and its institutions to follow the United States Copyright Law and other statutes that protect the rights of copyright owners. All UAFS faculty, staff, and students should use copyrighted materials within the confines of the statutes and seek guidance from the Office of the Vice Chancellor for Finance and Administration in determining fair use. Copyrighted materials include, but are not limited to, computer software, audio and video recordings, photographs, and written material. Violators are subject to

University discipline, including suspension as well as legal liability, even if the work did not contain a written copyright notice. It is also a violation to use a campus computer to illegally copy, display or distribute copyrighted materials such as software, MP3 files, or MPEG files.

Use of commercial (for-profit) copy shops may not relieve an individual of liability for infringement. It would depend on:

- Whether the copying was fair use
- Whether the copy shop pays royalties.

Online courses often contain copyrighted materials that the instructor is using under the TEACH Act of 2002. Students may use these materials within the online course, but may not save, alter, or redistribute them to those not enrolled in the course.

Student Responsibilities for Electronic Communications and Information Security

Appropriate use of the University's electronic information system is the responsibility of all members of the University community, including students. There is a link to the Electronic Communications Policy and the associated Information Security Procedures at the bottom of each page of the UAFS website: uafs.edu.

It is the responsibility of each member of the University community to read and understand his/her responsibilities for proper use of electronic communications and information security. By accepting and using UAFS computer login codes and passwords, students are agreeing that they understand and will abide by the Electronic Communications Policy and Information Security Procedures. A similar obligation exists for the Acceptable Use of Technology Resources Policy reproduced later in this handbook.



STUDENT CODE OF CONDUCT

Preamble

The Student Conduct Code is an expression of behavioral standards that are intended to allow students and others at University of Arkansas - Fort Smith (UAFS) to live, work, study, recreate, and pursue their educational goals in a safe and secure environment. The Code is crafted to reflect expectations based on values essential to such an environment and to a flourishing academic community, such as honesty, integrity, respect, and fairness. The standards are higher than the general law, as our expectations for UAFS students, as future alumni and citizen-leaders, are considerable. That said, we strive to recognize and honor core tenets of our society and our academic legacy, such as free speech and expression. Therefore, much expression that may be offensive or unpopular will not be actionable under this Code. Further, those who administer the Code attempt to craft both hearings and sanctions in a manner that takes into account the developmental issues and educational needs of students.

Students are not only members of the academic community, but they are also citizens of the larger society. As citizens, they retain those rights, protections and guarantees of fair treatment that are held by all citizens. In addition, students are subject to the reasonable and basic standards of the University regarding discipline and maintenance of an educational atmosphere. The enforcement of the student's duties to the larger society is, however, the responsibility of the legal and judicial authorities duly established for that purpose.

Article I: Definitions

1. The term "University" means UAFS.
2. The term "student" means each individual who is currently enrolled—either full- or part-time—in any credit-bearing academic course at any UAFS location pursuing any undergraduate, graduate or professional study. For

disciplinary purposes under the Student Conduct Code, a student is also any individual who:

- A. withdraws after being alleged to violate the Code;
 - B. has begun previously a degree program at the University and was enrolled within the last twelve months, but is not enrolled during a current term;
 - C. even if not yet initially enrolled for study at the University, has been notified of acceptance for admission and currently:
 - a. undertakes any official University-sponsored activity, or
 - b. establishes formally, a University-approved residence at any University-owned housing facility; or
 - D. is a non-temporary guest having continuous residence at any University housing property, even if not enrolled at the University.
3. The term "faculty member" means any person hired by UAFS to conduct classroom or teaching activities or who is otherwise considered by UAFS to be a member of its faculty.
 4. The term "UAFS Official" includes any person employed by UAFS, performing assigned administrative or professional responsibilities.
 5. The term "member of the UAFS community" includes any person who is a student, faculty member, UAFS official or any other person employed by UAFS. A person's status in a particular situation shall be determined by the UAFS Student Conduct Administrator, in conjunction with the Vice Chancellor for Student Affairs and Human Resources.
 6. The term "UAFS premises" includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by UAFS (including adjacent streets and sidewalks).
 7. The term "Student Organization" means any number of persons who have complied with the formal requirements for UAFS student organization recognition/registration.

8. The term “Student Conduct Board” means any person or persons authorized by the Student Conduct Administrator to determine whether a student has violated the Student Code and to recommend sanctions that may be imposed when a rules violation has been committed.
9. The term “Student Conduct Administrator” means any UAFS official authorized on a case-by-case basis by the University Student Conduct Administrator to impose sanctions upon any student(s) found to have violated the Student Code.
10. The term “shall” is used in the imperative sense.
11. The term “may” is used in the permissive sense.
12. The “University Student Conduct Administrator” is designated by the UAFS chancellor, through the Vice Chancellor for Student Affairs, to be responsible for the administration of the Student Conduct Code.
13. The term “complainant” means any person who submits a charge alleging that a student violated this Student Conduct Code. When a student believes that she/he has been a victim of another student’s misconduct, the student who believes she/he has been a victim will have the same rights under this Student Conduct Code as are provided to the Complainant, even if another member of the University community submitted the charge itself.
14. The term “respondent” means any student accused of violating this Student Conduct Code.

Article II: Student Conduct Code Authority

While enrolled at the University, students are subject to delegated University authority. The Vice Chancellor for Student Affairs shall designate the University Student Conduct Administrator, who shall identify and train other Student Conduct Administrators. The Student Conduct Administrators and Student Conduct Board are responsible for the discipline of students and may, through the disciplinary procedures specified herein, impose sanctions for violations of the Student Code of Conduct. University disciplinary action may be taken in those instances where a case or cases may be pending, in process or determined in the civil or criminal courts.

1. The University Student Conduct Administrator shall ensure that the composition of the Student Conduct Board and Appellate Boards represents the university community and that appointments follow the criteria set forth in this document or other official university documents. The University Student Conduct Administrator shall also determine, within the parameters of the Code, which Student Conduct Administrator(s) shall be authorized to hear each matter.
2. The University Student Conduct Administrator, in conjunction with the Student Conduct Board and the Vice Chancellor for Student Affairs, shall develop policies for the administration of the student conduct system and procedural rules for the conduct of the Student Conduct Board, including hearings that are consistent with provisions of the Student Conduct Code.

3. Decisions made by a Student Conduct Board and/or Student Conduct Administrator shall be final, pending the normal appeal process.

Article III: Classroom Provisions

While the Student Conduct Office is generally responsible for addressing student conduct, classroom management and behaviors not otherwise in violation of published behavioral norms are under the jurisdiction of the responsible faculty member. This section describes UAFS expectations and references to procedures related to student conduct in the classroom.

1. Behavior

Violations of University policies on academic honesty and classroom behavior are addressed by the Provost’s Office, often in conjunction with the academic college in which the specific class resides. Further information on such policies and procedures may be reviewed by contacting the Provost’s Office located in the Fullerton Administration Building.

2. Academic Dishonesty - Academic Honesty Policy and Procedure

UAFS is committed to helping students attain the highest level of academic achievement. That achievement is predicated on a foundation of scholastic integrity in all aspects of students’ academic work. This absolute standard of academic honesty lies at the heart of any pursuit of learning and the award of any degree or certificate. All students, faculty, and staff of UAFS are responsible for understanding and abiding by the academic honesty policy. The University supports faculty and staff in the good faith application of these policies as they conduct their official duties.

This policy is only one element of the University’s commitment to academic honesty; students will find this institutional value, and the practice of scholastic integrity, reflected in many ways in all University programs and services.

Academic dishonesty in any form, including using unauthorized materials, information, or study aids in any academic exercise; plagiarism; forgery; falsification of records; unauthorized possession of examinations; any and all other actions that may improperly affect the evaluation of a student’s academic performance or achievement; and the assistance of others in any such act, is forbidden.

An instructor who has proof that a student is guilty of academic dishonesty may take appropriate action, up to and including, assigning the student a grade of “F” for the course and suspending the student from the class. The “F” will be the final grade and the student may not withdraw from the course with a “W.” A description of the incident and the action taken will be reported to the appropriate dean and will be placed in the student’s file in the Records Office.

The student may appeal either the finding of academic dishonesty or the penalty, or both, to the Academic Integrity Committee within three (3) business days of notification. Appeal forms may be obtained from Student Advisement. Upon appeal, a student will be allowed to continue in class

until the appeal is adjudicated. The Academic Integrity Committee acts as arbitrator in such situations, presenting its findings and recommendation to the provost for review.

Article IV: General Conduct Expectations

UNIVERSITY JURISDICTION VIA THE STUDENT CONDUCT CODE

An important objective at the UAFS is to provide a secure and productive learning environment. With that in mind, this Student Conduct Code applies to any University student's conduct that occurs

1. on University premises, or
2. at any University-sponsored activity.

In addition, the University may take action under this Code based on a student's behavior off-campus if that behavior:

1. directly affects any other University student, or
2. substantially affects the University community or its objectives.

The decision as to whether an incident will be addressed under this Code is made by the University Student Conduct Administrator in conjunction with the Vice Chancellor for Student Affairs or designee. Each student is responsible under the Code for all conduct occurring as of any date prior to being awarded an applicable degree — even if the University does not discover its occurrence until after awarding the degree — including any conduct that occurs during any interim period: before classes have begun or after classes have ended; or during which the student's enrollment temporarily ceases.

The Code also applies to the student's conduct: if the student withdraws from the University (or leaves its premises) while a disciplinary matter is pending under the Code; or retroactively as of the student's first admission application date if the student at any time has enrolled at the University.

APPLICATION OF THE CODE TO UNIVERSITY GROUPS

While designed primarily for individual actions, this Code and processes may be applied to a student organization if and when the collective action of such body violates the Code and displays a lack of internal control that may be detrimental to the purposes of the University and/or maintenance of a secure and productive learning environment. An individual may be subject to both individual and group sanctions stemming from the same set of facts.

BEHAVIORAL EXPECTATIONS FOR STUDENTS

These expectations reflect the principles and approach to decisions that we strongly encourage. However, because of our legal obligations and our valuing of freedoms that we in this society enjoy, not all behaviors that violate these principles are actionable under this code. Proscribed behaviors are identified in the following "Proscribed Conduct-Rules and Regulations".

Honesty: The University expects its students to conduct themselves with honesty and integrity, as our functioning and support depend upon trust placed in us by the larger society.

Civil Discourse: The University values rational discourse, including civility in disagreements and respect for the marketplace of ideas.

Law: The University expects its students to comply with local, state, and federal laws regarding proscribed substances, in addition to institutional policies.

Respect for University Processes: The UAFS expects its students to recognize and respect the core functions and processes of the University (e.g., learning, teaching, research, free speech).

Respect for Other Persons: The UAFS expects its students to recognize the legal and other rights of each individual and to honor those in the context of interpersonal relationships.

PROSCRIBED CONDUCT—RULES AND REGULATIONS

Any student or student organization found to have committed or to have attempted to commit the following misconduct is subject to the disciplinary sanctions outlined in Article V. (page 19). Because of recent changes in federal requirements, any student discipline case involving allegations of sexual harassment, sexual assault, sexual violence, sexual exploitation, stalking, domestic abuse, or relationship violence will be handled in accordance with the procedures outlined in the University of Arkansas - Fort Smith Campus Policy and Procedure for Sexual Misconduct, Discrimination, Harassment, and Retaliation (Title IX) Complaints: July 2014, beginning on page 30 of this Handbook.

A. Acts of dishonesty, including but not limited to the following:

1. Possible violations of the UAFS Academic Dishonesty Policy are administered separately through academic channels. Certain behaviors may violate both the Academic Dishonesty Policy and this section, or others, of the Student Conduct Code. In that case, the Student Conduct Administrator will consult with the department(s) in question and determine whether one process, or both, will be utilized.
2. Furnishing false information to any University official, faculty member, or office. This includes filing false or intentionally exaggerated reports with University Police Department, the Vice Chancellor for Student Affairs, or other University reporting sites.
3. Forgery, alteration, or misuse of any University document, record, or instrument of identification.

B. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other University activities, including its public service functions on or off campus, or of other authorized non-University activities when the conduct occurs on University premises. This includes speech that is manifestly unreasonable in time, place or manner such as extended and loud tirades directed at University employees engaged in official duties and that disrupt a normal University activity. (No violation occurs if the speech is merely upsetting, offensive or critical of a process or person.)

C. Theft — Attempted or actual theft of and/or damage to property of the University or property of a member of the University or other personal or public property.

D. Unauthorized possession, duplication or use of keys or access codes to any University premises or unauthorized entry to or use of University premises.

E. Threat means the making of statements — verbal or written — that communicate a clear and serious

expression of intent to commit an act of unlawful violence to a particular person or group of persons. Also, **Terroristic Threatening** is when someone purposely terrorizes another person by threatening them with death or serious physical injury or substantial property damage. (Arkansas)

- F. Intimidation/Bullying means a spoken or unspoken threat that has the intent of placing a person or group in fear of bodily harm or death and would be so construed by a reasonable person. This violation also occurs if one implies or states that physical harm is imminent or highly likely if an individual does not comply with one's demand.
- G. Physical Abuse means intentional physical contact with any person when such conduct threatens or endangers the health or safety of that person(s).
- H. Hazing-Student Organizations shall not haze, intentionally or unintentionally, or permit hazing to occur for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization/team whose members are or include students at the University. As used in this section, "haze" means to subject a person to an unreasonable risk of physical, mental, emotional or academic harm. These events can occur on or off campus and can be carried out alone or with others. The acts include, but are not limited to:
1. Requiring persons to participate in total or substantial nudity;
 2. Encouraging the rapid consumption/ingestion of substances, drinking games, intoxication or impairment;
 3. Requiring persons to wear obscene clothing;
 4. Physical assaults upon or offensive physical contact with the person;
 5. Participation by the person in boxing matches, excessive number of calisthenics, or other physical contest;
 6. Transportation and abandonment of the person;
 7. Confinement of the person to unreasonable small, unventilated, unsanitary or unlighted areas;
 8. Sleep deprivation; or
 9. Assignment of pranks to be performed by the person;
 10. Deception designed to convince a student they will not gain membership or be removed from membership if they do not participate in an activity;
 11. Acts of personal servitude and/or purchasing items for others;
 12. Work assignments, tasks, or exercises limited to primarily new members; or
 13. Encouraging or expecting the carrying of physically burdensome items or items of no immediate personal utility.

Hazing is defined in Arkansas law, § 6-5-201 and § 6-5-204, as:

1. Any willful act on or off the property of any school, college, university, or other educational institution in Arkansas by

one (1) student alone or acting with others which is directed against any other student and done for the purpose of intimidating the student attacked by threatening him with social or other ostracism or of submitting such student to ignominy, shame, or disgrace among his fellow students, and acts calculated to produce such results; or

2. The playing of abusive or truculent tricks on or off the property of any school, college, university, or other educational institution in Arkansas by one (1) student alone or acting with others, upon another student to frighten or scare him; or
3. Any willful act on or off the property of any school, college, university, or other educational institution in Arkansas by one (1) student alone or acting with others which is directed against any other student done for the purpose of humbling the pride, stifling the ambition, or impairing the courage of the student attacked or to discourage him from remaining in that school, college, university, or other educational institution, or reasonably to cause him to leave the institution rather than submit to such acts; or
4. Any willful act on or off the property of any school, college, university, or other educational institution in Arkansas by one (1) student alone or acting with others in striking, beating, bruising, or maiming; or seriously offering, threatening, or attempting to strike, beat, bruise, or maim; or to do or seriously offer, threaten, or attempt to do physical violence to any student of any such educational institution; or any assault upon any such student made for the purpose of committing any of the acts, or producing any of the results, to such student as defined in this section.
5. The term "hazing" as defined in this section does not include customary athletic events or similar contests or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.

REGULATIONS:

- I. Failure to comply with the reasonable directions of UAFA officials acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
- J. Serious or repeated violations of any UAFA policy, rule, or regulation published in hard copy or available electronically on the UAFA website, including Housing Regulations, may be considered a violation of this Code.
- K. Illegal Drugs — Use, possession, manufacturing, or distribution of marijuana, heroin, narcotics, or other controlled substances except as expressly permitted by law. Violation of alcohol or drug regulations may lead to notification of a student's parents. See AR Code Annotated 5-64-401, 5-64-403.
- L. Tobacco-The use of any tobacco product is prohibited on the grounds of UAFA in accordance with Arkansas State Law (A.C.A. 6-60-701 to 6-60-705). The tobacco-free environment includes all University property, which according to State Statute 25-17-301, ".....shall include all highways, streets, alleys, and rights-of-way that are contiguous or adjacent to property owned or controlled

by the institution”. Electronic cigarettes are also prohibited on campus. (See Tobacco Policy on page 19).

Tobacco Policy for Faculty, Staff, Students, and Visitors

Everyone on campus (faculty, staff, students, and visitors) has a responsibility to encourage their peers and others to adhere to the tobacco-free campus policy. As such an environment of positive peer support can move the campus community significantly toward the goal. When peer or supervisor encouragement is not effective, the primary responsibility for enforcement rests with the appropriate supervisors in each area with the assistance of the UAFS Police Department. Failure to adhere to policy will be handled as would any other disciplinary issue. Employees should refer to the Employee Handbook. Visitors will be informed of the policy and asked to comply. Student compliance will be addressed using the three-level process listed in the Tobacco Free Campus policy. The intent of the progressive corrective action models are to create a better learning environment for everyone on campus.

- M. Destruction, Damage, or misuse of University or Private Property: This includes but is not limited to all University property, whether that property be buildings, library materials, computer hardware, software and network, trees and shrubbery or University files and records; violation of University or student government rules for use of campus facilities; tampering with safety equipment, including but not limited to fire alarms, fire equipment or escape mechanisms and elevators. (The latter is a particularly serious violation of this Code; see AR Code Annotated 5-38-301 and 5-38-302).
- N. Possession or use of firearms, explosives, knives with blades of four inches or more, bows and crossbows, objects that propel projectiles, weapons, or dangerous chemicals on UAFS property, or at UAFS property, or at UAFS-sponsored events, is prohibited. This includes concealed handguns, even if lawfully possessed. See AR Code Annotated 5-73-306 on firearms. Stun guns and tasers are not allowed on campus. Exceptions include:
1. weapons possessed by a licensed law enforcement officer and directly related to his or her current professional position;
 2. weapons, replicas, or related items authorized for educational or ceremonial purposes, in advance, by the Chief of University Police, the Provost, or the Vice Chancellor for Student Affairs; and
 3. weapons possessed or used for purposes of authorized firearms competitions sponsored or hosted by UAFS>
- O. Disruptive Activities — Participating in an on- or off-campus demonstration, riot or activity that disrupts the normal operations of the University and/or infringes on the rights of other members of the University community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.
- P. Obstruction of the free flow of pedestrian or vehicular traffic on University premises or at University sponsored or supervised functions.

- Q. Disorderly Conduct — Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on University premises or at functions sponsored by, or participated in by the University or members of the academic community. Disorderly Conduct includes but is not limited to: Any unauthorized use of electronic or other devices to make an audio or video record of any person while on University premises without his/her prior knowledge, or without his/her effective consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom. Also, any conduct in violation of AR Code Annotated 5-71-207.
- R. Misuse of Technology — Theft or other abuse of computer facilities and resources, including but not limited to:
- a. Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose.
 - b. Unauthorized transfer of a file.
 - c. Use of another individual’s identification and/or password.
 - d. Use of computing facilities and resources to interfere with the work of another student, faculty member, or University official.
 - e. Use of computing facilities and resources to send obscene or abusive messages.
 - f. Use of computing facilities and resources to interfere with normal operation of the University computing system.
 - g. Use of computing facilities and resources in violation of copyright law, including illegal file-sharing. (See Illegal file-sharing statement on page 43)
 - h. Any violation of the University Electronic Communications and Website Policy.
 - i. See also the Illegal File Sharing Policy on page 43.
- S. Abuse of the Student Conduct System, including but not limited to:
- a. Failure to obey the notice from a Student Conduct Board or University official to set an appointment or appear for a meeting or hearing as part of the Student Conduct System.
 - b. Falsification, distortion, or misrepresentation of information before a Student Conduct Board.
 - c. Disruption or interference with the orderly conduct of a Student Conduct Board proceeding.
 - d. Institution of a student conduct code proceeding in bad faith.
 - e. Attempting to discourage an individual’s proper participating in, or use of, the student conduct system.
 - f. Attempting to influence the impartiality of a member of a Student Conduct Board prior to, and/or during the course of, the Student Conduct Board proceeding.

- g. Harassment (verbal or physical) and/or intimidation of a member of a Student Conduct Board prior to, during, and/or after a student conduct code proceeding.
 - h. Failure to comply with the sanction(s) imposed under the Student Code.
 - i. Influencing or attempting to influence another person to commit an abuse of the student conduct code system.
- T. Violation of Law and UAFS Discipline — UAFS disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and this Student Code (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Student Conduct Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of the University Student Conduct Administrator. Determinations made or sanctions imposed under this Student Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.
- U. Misconduct Abroad — Any student, who in any foreign country undertakes study or represents the University otherwise, remains subject to the Student Conduct Code. The University retains discretion as it considers appropriate to apply disciplinary action under the Code if the student violates any law, rule or regulation in that country or any institution where that student undertakes study.
- V. Alcohol Use — The use, possession, manufacture, or distribution of alcoholic beverages (except as expressly permitted by UAFS regulations) is prohibited. Violation of alcohol or drug regulations by a student under 21 may lead to notification of a student’s parents. Alcoholic beverages may not — in any circumstances — be used by, possessed by or distributed to any person under twenty-one (21) years of age. The alcohol and drug policy currently in place at UAFS is reproduced following this code. It includes typical sanctions for violations.

ALCOHOL/DRUG ABUSE INFORMATION

UAFS recognizes its responsibility to provide a healthy environment in which students may learn and prepare themselves to be fully functioning and productive individuals. Alcohol and other substance abuse is a university concern. Abuse of alcohol and other drugs affects academic performance, health, personal relationships, and safety suffers. Abusive levels of alcohol use and other drugs often result in problems such as automobile and other accidents, student fights, property damage, aggravated physical illness, and sometimes death. Students need to know what their responsibilities are as members of the university community and understand the university’s expectation and regulations. The abuse of alcohol and other drugs is considered to be detrimental to the attainment of the educational mission of this institution.

- W. Endangerment—Any action that unnecessarily places oneself or others in danger of physical harm is proscribed.

Title IX and Sexual Misconduct

The University should be a place of work and study for students, faculty, and staff that is free of all forms of discrimination, sexual intimidation and exploitation. Therefore, UAFS will not tolerate unlawful harassment and/or discrimination of any student or by any student.

Because of recent changes in federal requirements, any student discipline case involving allegations of sexual harassment, sexual discrimination, other forms of discrimination based on protected status, sexual assault, sexual violence, sexual exploitation, stalking, domestic abuse, relationship violence or retaliation related to any of the above will be handled in accordance with the procedures outlined in the University of Arkansas - Fort Smith Campus Policy and Procedure for Sexual Misconduct, Discrimination, Harassment, and Retaliation (Title IX) Complaints: July 2014, beginning on page 30 of this Handbook. Below are the definitions from the new sexual misconduct policy.

Consent: If coercion, intimidation, threats, or physical force are used there is no consent. If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature or extent of the sexual situation, there is no consent: this includes impairment or incapacitation due to alcohol or drug consumption, or being asleep or unconscious. Incapacitation is a state where someone cannot make rational, reasonable decisions because he or she lacks the capacity to give knowing consent. There is no consent when there is force, expressed or implied, or use of duress or deception upon the victim. Silence does not necessarily constitute consent. Past consent to sexual activities does not imply ongoing future consent. Whether an individual has taken advantage of a position of influence over an alleged victim may be a factor in determining consent.

Coercion is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that they do not want sex,, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes overt threats, implied threats, intimidation and coercion that overcome resistance or produce consent.

Under Arkansas law, the age of consent varies with the degrees of assault, the age of the actor, and the relationship of the actor to the other party. For specific information, please refer to Arkansas statutes (Arkansas Code Annotated SS 5-14-125, Sexual Assault in the Second Degree).

Sexual activity with someone known to be mentally or physically incapacitated, or based on the circumstances, or someone who could reasonably be known to be mentally or physically incapacitated, constitutes a violation of the Policy.

This Policy also covers a person whose incapacity results from mental disability, sleep, involuntary physical restraint, or from the taking of rape drugs. Possession, use and/or distribution

of any of these substances, including Rohypnol, Ketamine, GHB, Burundanga, etc. is prohibited, and administering one of these drugs to another person is a violation of this Policy. More information on these drugs can be found at www.911rape.org

Use of alcohol or other drugs will never function as a defense to a violation of this Policy. Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity. Previous relationships or prior consent cannot imply consent to future sexual acts.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the alleged victim. It includes any unwelcome physical violence such as hitting, pulling, shoving, kicking, biting or throwing things; and sexual assault, sexual exploitation and sexual harassment.

Discrimination (general definition): Conduct that is based upon an individual's race, color, religion, national origin, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, pregnancy, gender identity, sexual orientation, physical or mental disability or genetic information that excludes an individual from participation, denies the individual the benefits of, treats the individual differently or otherwise adversely affects a term or condition of an individual's employment, education, living environment or participation in a University program or activity. This includes failing to provide reasonable accommodations, consistent with state and federal law, to persons with disabilities.

Discriminatory Harassment: Detrimental action based on an individual's race, color, religion, national origin, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, pregnancy, gender identity, sexual orientation, physical or mental disability or genetic information. Harassing conduct may take various forms, including, name-calling, graphic or written statements (including the use of cell phones or the Internet), or other conduct that may be physically threatening, harmful, or humiliating. Harassment does not have to include intent to harm, be directed at a specific target or involve repeated incidents. Gender-based harassment includes sexual harassment.

Domestic Violence: Physical harm, bodily injury, assault, or the infliction of fear of imminent physical harm, bodily injury, or assault between family or household members; or any sexual conduct between family or household members, whether minors or adults, that constitutes a crime under the laws of this state. Family or household members means spouses, former spouses, parents and children, persons related by blood within the fourth degree of consanguinity, any children residing in the household, persons who presently or in the past have resided or cohabited together, persons who have or have had a child in common, and persons who are presently or in the past have been in a dating relationship together. See also, Arkansas Code Annotated § 9-15-103—"Domestic Abuse".

Hostile Environment: A hostile environment exists when there is harassing conduct based on race, color, religion, national origin, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, pregnancy, gender identity, sexual orientation, physical or mental disability or genetic information that is sufficiently serious (i.e., severe, pervasive, or persistent) and objectively offensive to deny or limit a person's ability to participate in or benefit from the University's programs, services, opportunities or activities; or when such conduct has the

purpose or effect of unreasonably interfering with an individual's employment. Harassment that creates a hostile environment ("hostile environment harassment") violates this Policy.

Non-Consensual Sexual Contact: Non-consensual sexual contact is any intentional sexual touching, however slight, with any object by a male or female upon a male or a female that is without consent and/or by force. Sexual Contact includes intentional contact with the breasts, buttock, groin, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/of/by breasts, buttocks, groin, genitals, mouth or other orifice.

Non-Consensual Sexual Intercourse: Non-consensual sexual intercourse is any sexual intercourse however slight, by a male or female upon a male or a female that is without consent and/or by force. Intercourse includes vaginal penetration by a penis, object, tongue or finger; anal penetration by a penis, object, tongue, or finger; and oral copulation (mouth to genital contact or genital to mouth contact), no matter how slight the penetration or contact.

Retaliation: Action taken by an accused individual or by a third party against any person because that person has opposed any practices forbidden under this Policy or because that person has filed a Complaint, testified, assisted or participated in any manner in an investigation or proceeding under this Policy. This includes action taken against a bystander who intervened to stop or attempt to stop discrimination, harassment or sexual misconduct. Retaliation includes intimidating, threatening, coercing or in any way discriminating against an individual because of the individual's Complaint or participation. Action is generally deemed retaliatory if it would deter a reasonable person in the same circumstances from opposing practices prohibited by this Policy.

Sexual Assault: An actual or attempted sexual contact with another person without that person's consent. Sexual assault includes, but is not limited to involvement in any sexual contact when the victim is unable to consent; intentional and unwelcome touching of, or coercing, forcing, or attempting to coerce or force another to touch a person's intimate parts (defined as genital area, groin, inner thigh, buttocks, or breast); and sexual intercourse without consent, including acts commonly referred to as "rape."

Sexual Exploitation: Occurs when a person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include, but are not limited to:

- invading sexual privacy;
- prostituting another person;
- non-consensual video or audio-taping of sexual activity;
- going beyond the boundaries of consent (e.g., allowing others to watch consensual sex without that party's knowledge or consent);
- engaging in voyeurism;
- non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or having the

effect of embarrassing an individual who is the subject of such images or information;

- knowingly transmitting an STI, such as HIV, to another without disclosing your STI status;
- exposing one's genitals in non-consensual circumstances or inducing another to expose his or her genitals; or
- possessing, distributing, viewing or forcing others to view illegal pornography.
- Sexually-based stalking and/or bullying may also be forms of sexual exploitation.

Sexual Harassment: Sexual Harassment is unwelcome, gender-based spoken, written or symbolic action or physical conduct that is sufficiently severe, persistent or pervasive that it has the effect of unreasonably interfering with, limiting or denying someone the ability to participate in or benefit from the University's educational programs. The unwelcome behavior may be based on power differentials, the creation of a hostile environment or retaliation.

For the purpose of this Policy, sexual harassment includes stalking or repeatedly following, harassing, threatening, or intimidating another by telephone, mail, electronic communication, social media, or any other action, device or method that purposely or knowingly causes substantial emotional distress or reasonable fear of bodily injury or death. Sexual harassment also includes quid pro quo sexual harassment which exists when there are unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature and submission to or rejection of such conduct results in adverse educational or employment action.

Not all workplace or educational conduct that may be described as "harassment" affects the terms, conditions or privileges of employment or education. For example, a mere utterance of an ethnic, gender-based or racial epithet which creates offensive feelings in an employee or student would not normally affect the terms and conditions of their employment or limit a student's ability to participate in or benefit from the University's educational programs or activities.

Sexual Misconduct: includes sexual assault, inducing incapacitation for sexual purposes, sexual exploitation and dating and domestic violence.

Article V: Student Conduct Code Rights and Procedures

A. Procedural Rights

The University affords students the following rights in the adjudication of alleged student violations of the Student Code of Conduct, Rights, Responsibilities and Conduct Code System.

Respondents retain the following rights:

1. Fair and impartial hearings;
2. An expeditious hearing;
3. Written notification of the date, time, and place, of the hearing;
4. Written statement of the charges prior to the initial hearing, in sufficient clarity to enable the student to prepare a defense;

5. Appear in person and to present a defense;
6. Be accompanied by an advisor of his/her choice at his/her own expense. The student must provide name of the advisor to the Student Conduct Administrator at least 48 hours prior to the hearing;
7. Verbal notification of the decision immediately after the decision has been reached and to receive a written notification of the decision within five (5) working days after the hearing. This notification will include written findings, decisions and conclusions. Any further disclosure of the decision is at the discretion of the Student Conduct Administrator;
8. Respondent may ask questions of any witnesses. All questions should be directed to the Chair of the Student Conduct Board.
9. Not to appear on his/her own behalf for an appeal hearing, and to refuse to answer questions. This action will not be taken as an admission of responsibility.
10. Appeal — respondent has the right to appeal if respondent is found responsible. In Title IX related cases either party may appeal.

B. Filing Complaints, Investigating Complaints and Student Conduct Hearings

1. Any member of the UAFS community may file a complaint against a student for violations of the Student Conduct Code. Most often, the initial report is made to University Police Department, whose officers create a standard report and forward it—as appropriate—to the Student Conduct Administrator for consideration of possible Student Conduct Code violations. Alternatively, a complaint may be prepared in writing and directed to the Student Conduct Administrator (Office of Student Affairs). Any charge should be submitted as soon as possible after the event takes place, preferably within five working days.
2. The Student Conduct Administrator may conduct an investigation to determine if the charges have merit. If not, no formal action is taken. If there is apparent merit, the Student Conduct Administrator then will arrange for a Conduct Hearing with designated University hearing officer. A record of the outcome will be kept for seven years.
3. All charges shall be presented to the Respondent in written form. A time shall be set for the Student Conduct hearing, normally not more than fifteen calendar days after the student has been notified. Maximum time limits for scheduling of initial hearings may be extended at the discretion of the Student Conduct Administrator, for example because of unusual complexity.
4. The Respondent is entitled to have an advisor present, but that advisor will not represent the student. The Respondent will receive written notice of the Code sections thought to have been violated, reasonable time to prepare, an opportunity to offer personal perspectives on the information presented. The Student Conduct Administrator's decision will be relayed verbally to the student when the expedited hearing is complete, and confirmed in writing within three business days.
5. Student Conduct hearings shall be conducted by a Student Conduct Administrator or Board (hereafter Board) according

to the following guidelines except as provided by Article V.B.8. below:

- a. Student Conduct hearings normally shall be conducted in private.
- b. The Complainant, Respondent, and their advisors, if any, shall be allowed to attend the entire portion of the Student Conduct hearing at which information is received (excluding deliberations). Admission of any other person to the Student Conduct hearing shall be at the discretion of the Student Conduct Board.
- c. In Student Conduct hearings involving more than one Respondent, the Board chair may permit the Student Conduct hearings concerning each student to be conducted either separately or jointly.
- d. The Complainant and the Respondent have the right to be assisted by an advisor they choose, at their own expense. The Complainant and/or the Respondent is responsible for presenting his or her own information; and therefore, advisors are not permitted to speak or to participate directly in any Student Conduct hearing before a Board. A student should select as an advisor, a person whose schedule allows attendance at the scheduled date and time for the Student Conduct hearing because delays will not normally be allowed due to the scheduling conflicts of an advisor. The Student Conduct Office will provide an advisor for each party upon request, typically a member of the Board pool who is not part of the hearing panel for that case. Board advisors may be members of the Board not taking part in the actual hearing.
- e. The Complainant, the Respondent and the Board may arrange for witnesses to present pertinent information to the Student Conduct hearing. UAFS will try to arrange the attendance of possible witnesses who are members of the UAFS community, if reasonably possible, and who are identified by the Complainant and/or Respondent at least two weekdays prior to the Student Conduct hearing. Witnesses will provide information to and answer questions from the Board. Questions may be suggested by the Respondent and/or complainant to be answered by each other or by other witnesses. This will be conducted by the Board, with such questions directed to the chairperson, rather than to the witness directly. This method is used to preserve the educational tone of the hearing and to avoid creation of an overly adversarial environment. Questions of whether potential information will be received shall be resolved at the discretion of the chairperson of the Board conducting the hearing.
- f. Pertinent records, exhibits, and written statements (including Student Impact Statements) may be accepted as information for consideration by a Board, at the discretion of the chairperson.
- g. All procedural questions are subject to the final decision of the chairperson of the Board.
- h. After the portion of the Student Conduct hearing concludes in which all pertinent information has been received, the Board shall determine (by majority vote if the Board consists of more than one person) whether the Respondent has violated each section

of the Student Code which the student is charged with violating.

- i. The Board's determination shall be made on the basis of whether it is more likely than not that the Respondent violated the Student Code.
 - j. Formal rules of process, procedure, and/or technical rules of evidence, such as are applied in criminal or civil court, are not used in Student Code proceedings.
6. There shall be a single verbatim record, such as a tape recording, of all Student Conduct and Appellate Board hearings (not including deliberations). The record shall be the property of UAFS.
 7. If a Respondent — with notice — does not appear before a Board hearing, the information in support of the charges shall be presented and considered even if the Respondent is not present, with no assumptions being made about responsibility because of the absence.
 8. The Board may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the Complainant, Respondent, and/or other witness during the hearing by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the University Student Conduct Administrator to be appropriate.
 9. After the Board hearing, the Board and the Student Conduct Administrator will advise each respondent, group or organization in writing of its determination and of any imposed sanction. Each record of any disciplinary process or sanction imposed under the Code involving a respondent and any alleged victim may constitute an educational record that applicable law may prohibit the University from releasing.

C. Sanctions

The following sanctions may be imposed — singly or in combination — upon any student found to have violated the Student Conduct Code:

1. Verbal Warning — A verbally-delivered notice that the behavior in question failed to meet the core standards of the Student Code.
2. Written Warning — A written notice to the student that the student is violating or has violated institutional regulations. A record of the warning is kept in the student's file.
3. Conduct Probation — A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
4. Disciplinary Probation — This sanction is close to suspension and may carry with it a loss of privileges.
5. Loss of Privileges — Denial of specified privileges for a designated period of time, including the privilege of representing the University in official capacities. However, decisions about eligibility to participate in NCAA intercollegiate competitions are reserved to the Department of Athletics.

6. Restitution — Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
7. Discretionary Sanctions — Work assignments, alcohol or other drug assessments, or other related discretionary assignments.
8. University Housing Suspension — Separation of the student from UAFS University Housing for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
9. UAFS University Housing Expulsion — Permanent separation of the student from UAFS University Housing.
10. University Suspension — Separation of the student from UAFS for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified. Suspension shall, in no case, be longer than two calendar years.
11. University Expulsion — Permanent separation of the student from UAFS.

D. Administrative Options

1. In certain circumstances, the University Student Conduct Administrator, or a designee, may impose a UAFS or residence hall suspension prior to the Board Hearing.
2. Interim suspension may be imposed only:
 - a. to ensure the safety and well-being of members of the UAFS community or preservation of UAFS property;
 - b. to ensure the student's own physical or emotional safety and well-being; or
 - c. if the student poses an ongoing threat of disruption of, or interference with, the normal operations of UAFS.
3. During the interim suspension, a student shall be denied access to the residence halls and/or to the campus (including classes) and/or all other UAFS activities or privileges for which the student might otherwise be eligible, as the University Student Conduct Administrator or designee may determine to be appropriate.
4. The interim suspension does not replace the regular process, which shall proceed on the normal schedule, up to and through a Student Conduct Board Hearing, if required. However, the student should be notified in writing of this action and the reasons for the suspension or ban. The notice should include the time, date, and place of a subsequent hearing at which the student may show cause why his/her continued presence on the campus does not constitute a threat (and at which they may contest whether a campus rule was violated).
 - a. Revocation of Admission and/or Degree — Admission to or a degree awarded from the UAFS may be revoked for fraud, misrepresentation, or other violation of UAFS standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
 - b. Withholding Degree — The UAFS may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student

Conduct Code, including the completion of all sanctions imposed, if any.

5. A disciplinary sanction becomes part of the student's permanent academic record only as set forth in this paragraph. A student's permanent academic record includes any disciplinary sanction that comprises:
 - a. expulsion, which the University automatically records onto the student's academic transcript, or
 - b. any revocation or withholding of the student's degree.
6. Each University-related group or organization has a privilege to conduct its activities at the University, subject to its compliance with the Code. Accordingly, the University has discretion to impose upon any University-related student group or organization any one or more of the following sanctions:
 - a. each sanction described in Article V.C.
 - b. loss of any applicable University-related privilege during any time period that the University specifies; and
 - c. permanent loss of either University recognition or any other applicable University-related privilege.

E. Appeals

1. An initial hearing decision reached or sanction assigned by a Student Conduct Administrator or Board may be appealed in writing by the Respondent(s) to Chief Student Conduct Administrator or designee within five (5) school days of the decision. Appeals will be heard by a Student Conduct Board whenever possible. The Board will normally consist of three persons, including at least one student. The appeal may be heard by a single administrator or a three person panel. (Note: If Title IX related cases, each party has the opportunity to appeal.)
2. An appeal shall consist, at minimum, of a conversation with the appellant and a review of the record of the Student Conduct Board/Appeal Board hearing and supporting documents for one or more of the following purposes:
 - a. To determine whether the Board hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and giving the Respondent a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.
 - b. To determine whether the decision reached regarding the Respondent was based on substantial information; that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Student Code occurred.
 - c. To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code which the student was found to have committed.
 - d. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the

original hearing, because such information and/or facts were not known to the person appealing at the time of the original Student Conduct Board Hearing.

3. If an appeal is upheld, the Student Conduct Administrator or Board shall determine what remaining responsibility, if any, exists for violation of the Student Conduct Code and what the appropriate sanctions are. Alternately, the Student Conduct Administrator may remand the case to a Student Conduct Board panel for a new hearing.
4. Sanctions issued following Board hearings shall not be implemented until all appeals have been either exhausted or voluntarily waived.

ARTICLE VI: INTERPRETATION AND REVISION

1. Any question of interpretation or application of the Student Conduct Code shall be referred to the University Student Conduct Administrator or his/her designee for final determination.

2. The Student Code shall be reviewed at least every five (5) years under the direction of the Student Conduct Administrator. Previous review: 2010.

ARTICLE VII: EMERGENCY POWERS

Nothing in this code shall be in derogation of the power of the Chancellor, or of his/her duly authorized subordinates, to declare a state of emergency on University property, to suspend the procedural and substantive rights specified herein for the duration of the declared emergency. Any sanctions imposed on students violating the standards of conduct specified for the duration of the state of emergency, may be of summary process, if so provided by the Chancellor of the University or of his/her duly authorized subordinates. Such sanctions imposed for violations of standards of conduct specified for a state of emergency, whether by normal process or by summary process, shall be for the duration of the emergency only. Any sanctions, other than those imposed for the duration of emergency, must be brought under the Student Code of Conduct, Rights, Responsibilities and Structure. Students are guaranteed all substantive and procedural rights specified herein in such proceedings.



TABLE OF
CONTENTS

POLICIES

University of Arkansas Fort Smith Campus Policy and Procedure for Sexual Misconduct, Discrimination, Harassment, and Retaliation (Title IX) Complaints: July 2014

POLICY STATEMENT

The University of Arkansas Fort Smith is committed to providing an environment that emphasizes the dignity and worth of every member of its community and that is free from harassment and discrimination based upon race, color, religion, national origin, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, pregnancy, sexual orientation, gender identity, physical or mental disability or genetic information. Such an environment is necessary to a healthy learning, working and living atmosphere. Accordingly, all acts of discrimination, harassment, retaliation and sexual misconduct as defined by this Policy are prohibited.

JURISDICTION

Title IX protects the University community from sexual discrimination, harassment and misconduct in a school's education programs and activities. Title IX protects the University community in connection with all academic, educational, extracurricular, athletic and other University programs, whether those programs take place on University property, in University transportation, at a class or training program sponsored by the University at another location or elsewhere.

This Policy shall not be construed or applied to restrict academic freedom at the University, nor shall it be construed to restrict constitutionally protected expression.

Consistent with state and federal law, reasonable accommodation will be provided to persons with disabilities.

All Complaints or any concerns about conduct that may violate this Policy should be submitted to the Title IX Coordinator or Deputy Coordinators:

TITLE IX COORDINATOR

Lee Krehbiel, Vice Chancellor for, Student Affairs
Campus Center, Room 201
Ft. Smith, AR 72913
479-788-7310
lee.krehbiel@uafs.edu

TITLE IX DEPUTY COORDINATOR FOR STUDENTS

Jani Kovach, Coordinator, Office of Nontraditional
Student Services
Campus Center, Room 111A
Fort Smith, AR 72913
479-788-7319
Jani.Kovach@uafs.edu

FOR FACULTY, STAFF AND VISITORS

Bev McClendon, Director, Human Resources
Fullerton Administration, Room 232
Fort Smith, AR 72913
479-788-7839
bev.mcclendon@uafs.edu

FOR ATHLETICS

Pam Adams, Associate Athletic Director/Senior Sr. Woman
Administrator
Stubblefield Center, Room 146
Fort Smith, AR 72913
479-788-7652
pam.adams@uafs.edu

FILING REPORT WITH LOCAL LAW ENFORCEMENT

In some instances, sexual misconduct may constitute both a violation of University Policy and criminal activity. The University grievance process is not a substitute for instituting legal action. **The University encourages individuals to report**

alleged sexual misconduct promptly to campus officials AND to law enforcement authorities, where appropriate. Individuals may file a report directly with local law enforcement agencies by dialing 911. Individuals may also contact any of the following for assistance in filing a report with local law enforcement:

UAFS POLICE DEPARTMENT

425 North 51st Street
51st Annex
Fort Smith, AR 72913
479-788-7140

FORT SMITH POLICE DEPARTMENT

100 S. 10th St.
Fort Smith, AR 72901
479-782-9131

PRESERVING EVIDENCE

It is important that evidence of sexual assault be preserved, because it may be needed for prosecuting the criminal case. Victims and others should not alter the scene of the attack. The victim should not change clothes, bathe or shower, drink or eat anything, or brush her/his teeth before reporting the assault. Any items worn by the victim during the assault, but are not currently being worn, and any materials encountered during the assault (i.e., bed sheets, blankets, etc.) should be placed in a plastic bag and brought along with the victim to a local hospital emergency department or the Crisis Intervention Center, which has kits to collect and preserve evidence of rape and sexual assault.

STUDENT AND VISITOR RESPONSIBILITY TO REPORT

Students and visitors to the University are strongly encouraged to report allegations of discrimination, harassment, retaliation and sexual misconduct to the Title IX Coordinator and/or deputies, who are listed on the previous page. A report should be made as soon as possible after the incident in order to facilitate an effective response. The longer a report is delayed, the more difficult it will be for the University to investigate. Reports may be made by the person experiencing the misconduct or by a third party, such as a witness or someone who is told of the misconduct.

MANDATORY EMPLOYEE REPORTING

In order to enable the University to respond effectively and to proactively stop instances of discrimination, harassment, retaliation and sexual misconduct at the University, all employees must, within 24 hours of receiving information regarding a potential violation of this Policy, report information to the Title IX Coordinator and/or deputies. Only employees who are statutorily prohibited from reporting such information (e.g., licensed health-care professionals, licensed counselors acting in their professional capacity as counselors) are exempt from these reporting requirements. This Policy is not intended to restrict curriculum or prohibit or abridge the use of particular textbooks or curricular materials.

OFF-CAMPUS CONDUCT

Conduct that occurs off campus can be the subject of a Complaint or report and will be evaluated to determine whether it violates this Policy. Allegations of off-campus sexual misconduct are of particular concern and should be brought to the University's attention.

CONFIDENTIALITY

Subject to the other provisions of this Policy and the requirements of law, every possible effort will be made to ensure that all information received as part of the University's Complaint/Grievance Procedure is treated discreetly. All parties to the Complaint are required to maintain the confidentiality of all information received during this process. However, it is not possible to guarantee that all Complaints will remain confidential because of the University's obligation to investigate allegations of misconduct. All requests to maintain confidentiality shall be directed to the Title IX Coordinator, who has the authority to make such determinations.

Except as compelled by law or in the interest of fairness, just resolution or health and safety considerations, disclosure of information contained in Complaints, their substance, procedures and the results of investigations will be limited to the immediate parties, witnesses and other appropriate officials. Limited disclosure may also be necessary to conduct a full and impartial investigation.

Availability of Counseling and Advocacy

Counseling and other mental health services for victims of sexual assault are available on campus and in the community. Students and employees may use the Counseling Clinic (788-7398) on the third floor of the Health Sciences Building or the Student Health Clinic on the second floor of the same facility (788-7444). Employees of the University may be able to seek help through the Employee Assistance Program. Community mental health agencies may also be able to assist. They include:

Crisis Intervention Center

5603 South 14th Street
Fort Smith, AR 72901
479-782-1821
24-Hour Hotline: 1-800-359-0056
www.fscic.org

Western Arkansas Counseling & Guidance Center

3111 South 70th Street
Fort Smith, AR 72903
479-452-665
www.wacgc.org

Valley Behavioral Health

10301 Mayo Drive
Barling, AR 72923
479-494-5700
1-877-415-6947
www.valleybehavioral.com

Counselors and psychotherapists in private practice in the area can provide individual and group therapy. The Crisis Intervention Center may assist with making referrals for individual counseling and support groups and in identifying non-counseling campus and community resources that may be of additional help and serve as a victim advocate upon request.

EDUCATION AND AWARENESS PROGRAMS

The University's Title IX Committee is responsible for planning and coordinating campus education and awareness programs about all forms of sexual assault, including rape, acquaintance rape, domestic violence, dating violence, and other sex offenses. Programs are presented regularly throughout the academic year in residence halls, fraternities, sororities, and

TABLE OF
CONTENTS

for other student organizations, academic classes, employee training and professional development, and in other settings that are likely to reach people throughout the campus community. Campus-wide education and awareness activities are also conducted throughout the academic year.

POLICY EXPECTATIONS WITH RESPECT TO CONSENSUAL RELATIONSHIPS

Even consensual intimate relationships between supervisors and subordinate employees, or between faculty and their students, make the employee and the University more vulnerable for charges of sexual harassment, discrimination and/or unethical or unprofessional behavior. Consensual relationships may lead other supervisors and coworkers, or faculty and students, to question the validity of work evaluations, work assignments, grades, and other interactions between the people involved in such a relationship. The integrity of the work of both people in the relationship may be compromised.

University administrators, supervisory staff, and faculty should be aware that any intimate involvement with employees or students could subject them to formal actions if a sexual harassment/discrimination complaint is subsequently made and substantiated. Even when both parties have consented to a relationship, it is the administrator, supervisor or faculty member who will be held accountable for unprofessional behavior.

In addition, other employees or students may allege that the relationship creates a hostile or abusive environment affecting them. If such allegations are proven true, the University will take appropriate disciplinary action, up to and including termination.

For this reason, to avoid a conflict of interest, supervisors are not to date (or otherwise engage in inappropriate personal relationships with) employees who are employed in their chain-of-command. Likewise, faculty/staff are not to date (or otherwise engage in inappropriate personal relationships with) students with whom they have an educational relationship, so as to avoid setting themselves up for charges of inappropriate behavior. An educational relationship may include, but is not limited to, the following: students who are currently enrolled in the employee's class, students to whom the employee serves as advisor or mentor, students who participate in organizations, field trips, or other college-sponsored events that the employee is involved in.

COMPLAINT/GRIEVANCE PROCEDURE

These procedures are intended to apply to all grievances involving discrimination, harassment, retaliation and sexual misconduct as described in this Policy, including but not limited to those brought by a student against an employee and/or fellow student, employee against fellow employee and/or student, and third party against employee and/or student. All other grievances by students, employees or third parties shall be addressed through other grievance procedures. The University of Arkansas Fort Smith (hereafter the University) benefits from formal and informal procedures that encourage prompt resolution of Complaints and concerns raised by members of the University community.

INFORMAL COMPLAINT PROCESS

The University does not require a Complainant to utilize the Informal Complaint Process if doing so is impracticable or unsafe, or if the Complainant believes that the conduct cannot

be effectively addressed through informal means. For example, the Informal Complaint Process should not be used to address allegations of sexual assault. However, in other circumstances where it is practical and safe to do so, every reasonable effort should be made to constructively resolve issues with students, faculty, staff and administrators before pursuing the Formal Complaint Process. Under the Informal Complaint Process, a Complainant may elect to resolve his/her Complaint by discussing it with the offending party. If the offending party is an employee and satisfactory resolution cannot be reached after discussion, the Complainant may also contact the individual's direct supervisor to resolve the Complaint. If these efforts are unsuccessful, the Formal Complaint Process may be initiated.

FORMAL COMPLAINT PROCESS

Upon receiving a report of alleged or possible violation of this Policy, the Title IX Coordinator and/or deputies (hereafter the Title IX Coordinator) will evaluate the information received and determine what further actions should be taken. The Title IX Coordinator will follow the procedures described in this Policy. The Title IX Coordinator will take steps, either directly with the complainant or through a reporting employee, to provide information about the University's Complaint/Grievance Procedure, as well as available health and advocacy resources and options for criminal reporting. A packet of information containing all of these materials is available and may be requested by calling the Title IX Coordinator at 788-7310.

INVESTIGATION

The Title IX Coordinator will be responsible for overseeing the prompt, fair, and impartial investigation and resolution of Complaints filed with the University. The Title IX Coordinator or his/her designee will investigate all Complaints of discrimination, harassment, retaliation and sexual misconduct and determine any accommodations or other remedial short-term actions necessary in light of the individual circumstances presented.

The Title IX Coordinator or his/her designee will apprise the Human Resources Director and senior manager in the appropriate division or department of the Complaint, or if the Complaint is against a student, the Vice Chancellor of Student Affairs, before beginning the investigation.

The Title IX Coordinator or his/her designee, who will have been properly trained, will:

- identify the correct policies allegedly violated;
- conduct an immediate initial investigation to determine if there is reasonable cause to charge the Respondent(s);
- meet with the Complainant to finalize the Complaint;
- prepare the notice of charges on the basis of initial investigation;
- develop a strategic investigation plan which may include a witness list, an evidence list, an intended timeframe, and an order of interviews for all witnesses, including the Respondent;
- conduct a thorough, reliable and impartial investigation during which witnesses may or may not be given notice prior to the interview;
- complete the investigation promptly, and without unreasonable deviation from the intended timeline;
- prepare a complete report on the investigation and findings; and.

- present the written findings on the case to a three-person panel selected to decide the case, drawn from a pool of trained decision-makers.;

The panel will, based on a preponderance of the evidence standard, which indicates that it is more likely than not that a Policy violation has or has not occurred, decide the case and identify appropriate remedies and/or sanctions, if any.

As noted above, an investigation of the Complaint will be conducted by the Title IX Coordinator or his/her designee unless it is clear from the face of the Complaint or the Title IX Coordinator's initial meetings with the parties that no reasonable grounds exist for believing that the conduct at issue violates this Policy.

In the event that the Complaint was made by someone other than the alleged victim, the Title IX Coordinator will consider the following factors in determining whether it is reasonable to investigate the Complaint:

- the source and nature of the information,
- the seriousness of the alleged incident,
- the specificity of the information,
- the objectivity and credibility of the source of the information,
- whether the alleged victims can be identified, and
- whether those individuals wish to pursue the matter.

In the event that the Title IX Coordinator determines that an investigation of the Complaint should not be conducted, he/she will determine and document (in consultation, as necessary, with the alleged victim, the Respondent and any other University administrators) the appropriate resolution of the Complaint and inform the parties of the same.

With all Complaints, if the Title IX Coordinator determines that an investigation should be conducted, the Title IX Coordinator will promptly investigate the matter. The existence of concurrent criminal investigations or proceedings shall not materially delay the investigation of any Complaint filed under this Policy.

If another individual is designated to investigate the matter, the Title IX Coordinator will share the investigator's name and contact information with the alleged victim and the Respondent and will forward the Complaint to the investigator. Within three (3) days of such appointment, the investigator, the alleged victim or the Respondent may identify to the Title IX Coordinator in writing any real or perceived conflicts of interest posed by assigning such investigator to the matter. The Title IX Coordinator will carefully consider such statements and will assign a different individual as investigator if it is determined that a material conflict of interest exists.

Upon receipt of the Complaint, the Title IX Coordinator will promptly begin the investigation, which shall include but is not limited to the following:

- conducting interviews with the Complainant, the alleged victim (if not the Complainant), the Respondent, and third-party witnesses (including expert witnesses, where applicable) and summarizing such interviews in written form;
- visiting, inspecting, and taking photographs at relevant sites; and
- where applicable, collecting and preserving relevant evidence (in cases of corresponding criminal reports, this step may be coordinated with law enforcement agencies).

Throughout the investigation, the Title IX Coordinator will remain neutral. The Title IX Coordinator will obtain, where applicable and where possible, the written consent of any third-party witnesses to the disclosure, as contemplated by this Policy, of any personally identifiable information contained in the Complaint, the Investigative Report, and for any other documents the disclosure of which is contemplated by this Policy in order to further the resolution of the Complaints.

INITIAL MEETING WITH COMPLAINANT AND/OR ALLEGED VICTIM

As soon as is practicable, the Title IX Coordinator will contact the Complainant and the alleged victim (if not the Complainant) to schedule an initial meeting to, as applicable:

- provide a copy of this Policy;
- provide a copy of the Discrimination, Harassment and Sexual Misconduct Complaint Form (a copy of which is attached as Exhibit A) on which the Complainant may, if he or she agrees to, disclose the information, provide details regarding the allegation, including the name of the accused individual and the date, location and general nature of the alleged violation of Policy (the Complaint Form may be completed by Complainant or dictated to the Title IX Coordinator, who will confirm the accuracy of his or her documentation with the Complainant);
- explain avenues for resolution;
- explain the steps involved in an investigation under this Policy;
- discuss confidentiality standards and concerns;
- determine whether the Complainant or the alleged victim (if not the Complainant) wish to pursue a resolution through the University or no resolution of any kind;
- refer to law enforcement, counseling, medical, academic or other resources, as appropriate; and
- discuss, as appropriate, possible interim measures that can be provided during the pendency of the investigative and resolution processes.

INTERIM MEASURES

Unless circumstances dictate otherwise, the Title IX Coordinator will promptly issue a "No Contact" order to all parties upon notice of any sexual assault Complaint. In all cases, the University may implement any necessary interim measures, deemed appropriate and reasonably available, regardless of whether a Complaint has been filed (with either campus administrators or law enforcement agencies) or whether an investigation has commenced (by either campus administrators or law enforcement agencies). Interim measures may include, but are not limited to:

- issuing no-contact orders;
- providing an escort to ensure that an individual can move safely between classes, work, and/or activities;
- reassigning on-campus housing;
- dissolving a campus housing contract and offering a pro-rated refund;
- changing work arrangements or location;
- rescheduling class work, assignments, and examinations;
- arranging for the Complainant to take an incomplete in a class;
- reassigning class sections;
- permitting a temporary withdrawal from the University;

- providing alternative course completion options;
- providing counseling services; and
- providing academic support services.

Following the initial meeting with the Complainant and the alleged victim (if not the Complainant), the Title IX Coordinator will, if applicable, promptly determine the interim measures to be provided to the alleged victim. Such determination will be promptly communicated to the alleged victim, and no later than the point at which it is communicated to the Respondent.

INITIAL MEETING WITH RESPONDENT

If the Complainant or alleged victim (if not the Complainant) wishes to pursue resolution through the University or if the University otherwise deems that a further investigation is warranted, as soon as is reasonably practicable after the Title IX Coordinator's initial meeting with the Complainant (and, if applicable, the alleged victim), the Title IX Coordinator will schedule an initial meeting with the Respondent. During the initial meeting with the Respondent, the Investigator will, as applicable:

- provide sufficient written information, consistent with privacy laws and any request for confidentiality, to allow Respondent to address the allegation (e.g., the name of the Complainant/alleged victim, the date, location, nature of the alleged violation of Policy, etc.);
- provide a copy of this Policy;
- explain the University's procedures for resolution of the Complaint;
- explain the steps involved in an investigation under this Policy;
- discuss confidentiality standards and concerns;
- discuss non-retaliation requirements;
- inform of any interim measures already determined and being provided to the Complainant and/or the alleged victim that would directly affect the Respondent (e.g., changing his or her class schedule, moving him or her to an alternate residence hall, etc.);
- refer to law enforcement, counseling, medical, academic or other resources, as appropriate; and
- discuss, as appropriate, possible interim measures that can be provided to the Respondent during the pendency of the investigative and resolution processes.

INVESTIGATIVE REPORT

The Title IX Coordinator shall complete a written investigative report ("Investigative Report") that shall include the following items:

- the name and sex of the alleged victim and, if different, the name and sex of the person reporting the allegation (It should also include any other relevant protected class characteristics if the Complaint involves a violation of this Policy based on a protected status other than gender);
- a statement of the allegation, a description of the incident(s), and the date(s) and time(s) (if known) of the alleged incident(s);
- the date that the Complaint or other report was made;
- the date the Complainant and alleged victim (if not the Complainant) were interviewed;
- the date the Respondent was interviewed;
- the names and sex of all persons alleged to have committed the alleged violation of this Policy (It should also include any

other relevant protected status characteristics if the Complaint involves a violation of this Policy based on a protected status other than gender);

- the names and sex of all known witnesses to the alleged incident(s);
- the dates that any relevant documentary evidence (including cell phone and other records as appropriate) was obtained;
- any written statements of the Complainant (or victim, if different from the Complainant), the Respondent and any witnesses;
- summaries of all interviews conducted, photographs, and descriptions of relevant evidence, summaries of relevant electronic records, and a detailed report of the events in question; and the policy or policies alleged to be violated.

If the panel seated to decide the case determines and documents, based on the investigative report and any additional interviews, that based on a preponderance of the evidence standard that the conduct at issue constitutes a violation of this Policy, the panel will determine the appropriate remedy and/or sanction to be imposed and will forward their decision to the Title IX Coordinator for inclusion in the Investigative Report. Imposition of the appropriate remedy and/or sanction will be imposed only after all appeals have been exhausted.

In determining the appropriate remedy and/or sanction, the University will act to end the discrimination, harassment, retaliation or sexual misconduct, prevent its recurrence and remedy its effects on the victim and/or University community. Sanctions will depend upon the nature and gravity of the misconduct, any record of prior discipline for a violation of this Policy, or both. Sanctions may include, without limitation, withholding a promotion or pay increase, reassigning employment, terminating employment, temporary suspension without pay, compensation adjustments, expulsion or suspension from the University, disciplinary probation, expulsion from campus housing, mandated counseling and/or educational sanctions as deemed appropriate.

After the decision is made, the Title IX coordinator or designee will add to the final investigative report the following):

- the outcome of the hearing and any appeals that transpire;
- in consultation, as necessary, with the Complainant, alleged victim (if different than the Complainant), Respondent, and other University officials, any remedial and/or disciplinary action deemed appropriate under the circumstances;
- the response of University personnel and, if applicable, University-level officials, including any interim measures and permanent steps taken with respect to the Complainant, alleged victim (if different than the Complainant) and the Respondent; and
- a narrative of all action taken to prevent recurrence of any harassing incident(s), including any written documentation.

The Title IX Coordinator shall strive to complete and distribute the Investigative Report, concurrently, to the alleged victim and Respondent within thirty (30) calendar days following receipt of a Complaint. All parties to whom the Investigative Report is distributed pursuant to this Policy should maintain it in confidence. The Investigative Report may only be disclosed as contemplated by this Policy.

If the Title IX Coordinator finds no reasonable grounds to believe that the conduct at issue constitutes a violation of this Policy, then the Title IX Coordinator will determine and document the appropriate resolution of the Complaint in the

Investigative Report and will promptly notify the parties of that determination.

If the Title IX Coordinator is unable to obtain the consent of third-party witnesses, he or she will redact the Investigative Report to the extent necessary to avoid inappropriate disclosure of such witness's personally identifiable information, while ensuring that such redaction does not prevent resolution of the Complaint.

APPEAL INVOLVING FACULTY/STAFF

All appeals where the Respondent is a University faculty or staff member shall be made to the Chancellor or his/her designee. Both the alleged victim and the Respondent may appeal any or all of the Title IX Coordinator's decision in writing to the Chancellor or his/her designee within ten (10) days of receipt of the Investigative Report. The appealing party must also provide a copy of the appeal to the Title IX Coordinator within the same time period. The appeal should include a brief statement describing any or all parts of the Investigative Report that is being appealed and the reason for appeal. Acceptable means of notification include email, facsimile, hand delivered notification or postal delivery. The Title IX Coordinator will promptly inform the other party of the appeal.

Within thirty (30) days of receipt of the appeal, the Chancellor or his/her designee will make a final determination as to whether the Complaint should be closed, whether a violation of Policy has occurred, and/or whether any additional or different remedial action or sanctions are warranted. The Chancellor or his/her designee will concurrently notify the alleged victim and the Respondent of his/her decision.

All non-tenured faculty and staff members of the University are at-will employees who may be terminated at any time, with or without cause. With regard to such faculty and staff, nothing in this Policy shall create an expectation of continued employment with the University or be construed to prevent or delay the University from taking any disciplinary action deemed appropriate (including suspension and immediate termination of employment) for any violation of state law, federal law or University policy. When the Respondent is a faculty member with tenure and the sanction imposed or upheld by the Chancellor or his/her designee is dismissal of the Respondent's employment, the matter shall proceed pursuant to Board Policy 405.1.

APPEAL INVOLVING A STUDENT

In those instances where the Respondent is a University student, the alleged victim and/or the Respondent may appeal any or all of the initial Hearing Panel's decision to an Appellate Panel by providing a written appeal to the Chancellor or his/her designee with a copy also being provided to the Title IX Coordinator. The appeal must be submitted within ten (10) days of receipt of the Investigative Report and must include a brief statement describing any or all parts of the Investigative Report being appealed and the reason for appeal. Acceptable means of notification include email, facsimile, hand delivered notification or postal delivery.

Within three (3) days of receiving the appeal, the Chancellor or his/her designee will appoint the members of the Appellate Panel, to include at least three trained faculty and/or staff members. The Chancellor or his/her designee will select one member of the Hearing Panel to act as the Chair. The Title IX Coordinator will

provide a copy of the Complaint and the Investigative Report to each member of the Appellate Panel and, if only a portion of the Title IX Coordinator's findings and determinations are appealed, the Title IX Coordinator will specify which part(s) of the alleged misconduct will be the subject of the appeal hearing.

Promptly after the appointment of the members of the Appellate Panel, the Title IX Coordinator will provide concurrent written notice to the alleged victim and the Respondent, setting forth the names of the individuals selected to serve on and chair the Appellate Panel. If only a portion of the findings and determination are appealed, the Title IX Coordinator will also specify in the notice which part(s) of the alleged misconduct will be the subject of the hearing.

The parties may challenge the participation of any member of the Appellate Panel by submitting a written objection to the Chancellor or his/her designee within three (3) days of receipt of the notice of the composition of the Appellate Panel. Any objection must state the specific reason(s) for the objection. The Chancellor or his/her designee will evaluate the objection and determine whether to alter the composition of the Appellate Panel. Failure to submit a timely and proper objection will constitute a waiver of any right of objection to the composition of the Appellate Panel. Any changes in the composition of the Appellate Panel will be provided in writing to both parties prior to the date of the hearing.

SUBMISSION OF WRITTEN MATERIALS

Within five (5) days of receipt of the notice of the initial composition of the Appellate Panel, the alleged victim and the Respondent may provide the Chair of the Appellate Panel with a list of witnesses, if any, that they propose that the Appellate Panel call and a brief description of each proposed witness's connection to and/or knowledge of the issues in dispute, any supporting documents or other evidence, and a written statement of position.

NOTICE OF THE APPELLATE HEARINGS

Not less than five (5) days but not more than ten (10) days after delivery of notice of the initial composition of the Appellate Panel to the parties, the Appellate Panel will provide a separate written notice to the alleged victim, respondent and any witnesses or other third parties whose testimony the Appellate Panel deems relevant, requesting such individuals to appear before the Appellate Panel. The notice should set forth the date, time, and location for the individual's requested presence. The Appellate Panel shall provide the names of the witnesses or other third parties that the Appellate Panel plans to call in its notices to the alleged victim and the respondent. The hearing shall be conducted within twenty (20) days but no sooner than ten (10) days of the receipt of the appeal.

FAILURE TO APPEAR

If any party fails to appear before the Appellate Panel if requested to do so, and such party was provided proper notice of the hearing as set forth above, then absent extenuating circumstances, the Appellate Panel will proceed to determine the resolution of the Complaint.

SUPPORT PERSONS

Both the alleged victim and the respondent may be accompanied by one support person to assist them during the hearing process. This support person can be anyone, including an attorney, but the support person may not take part in the

hearing. The support person may not address the Appellate Panel, present evidence, make objections or statements, ask questions of any party or witness or otherwise participate in the hearing, beyond privately communicating with the party that he/she is supporting. The Chair must be notified in writing five (5) business days in advance of the hearing if a party will be accompanied by a support person. The Chair may disallow the attendance of any support person if he/she is also a witness or if, in the discretion of the Chair, such person's presence would be disruptive or obstructive to the hearing or otherwise warrant removal. All support persons must agree to keep any and all information presented in the hearing confidential in order to attend. Absent accommodation for disability, the parties may not be accompanied by any other individual during the hearing process except as set forth in this Policy. University officials may seek advice from the University's Office of General Counsel on questions of law and procedure at any time during the process.

EVIDENTIARY MATTERS

The alleged victim and the respondent will have an equal opportunity to present evidence during their hearing. Formal rules of evidence will not be observed during the hearings.

PRIOR SEXUAL CONDUCT

Evidence of the prior sexual conduct of the alleged victim and the respondent with others will not be permitted at the hearings, with the following exceptions:

- evidence is permitted to show that the alleged victim has in the past been formally disciplined by the University for falsely filing Complaints alleging a violation of this Policy;
- evidence is permitted to show that the respondent has in the past been either convicted in a criminal proceeding or formally disciplined by the University for conduct which would violate this Policy, if deemed relevant; and
- evidence regarding the past sexual activity of the respondent (regardless of whether the respondent was formally charged with a violation of the Policy with respect to such conduct) may be permitted to show that the respondent has engaged in a pattern of behavior similar to the alleged violations of policy at issue before the Hearing Panel, provided that (1) the Respondent has not been found "not responsible" by the University in a proceeding related to such conduct and (2) the Chair has made written findings both that the evidence is reliable and trustworthy and that the conduct is sufficiently and substantially similar to the conduct at issue before the Appellate Panel to suggest a pattern of behavior.

APPELLATE HEARING PROCEDURE

The Appellate Panel will conduct a hearing during which it will interview and question the Complainant, the alleged victim, the Respondent, and any witnesses or other third parties whose testimony the Appellate Panel deems relevant. The parties will not be allowed to personally question or cross-examine each other during the hearing, but will be allowed to question witnesses by posing questions to the Appellate Panel Chair. The Chair will resolve all questions concerning procedure or the admission of evidence or testimony, including the relevancy and reliability of the evidence and testimony. All participants at the hearing are expected to provide truthful testimony. The Complainant and/or alleged victim have the option not to be in the same room with the Respondent during the hearing. Any party may choose not to testify or appear before the Appellate Panel; however, his/her exercise of that option will not preclude the Appellate Panel from

making a determination regarding the Complaint filed against the Respondent.

DECISION OF THE APPELLATE PANEL

Following the conclusion of the hearing, the Appellate Panel will confer and by majority vote determine whether the evidence (including the information provided in and by the Investigative Report, the parties' written statements, if any, the evidence presented at the hearings, and the testimony of the parties and witnesses) establishes that it is more likely than not that the Respondent committed a violation of this Policy. In other words, the standard of proof will be the preponderance of the evidence. If the Appellate Panel determines that more likely than not the Respondent committed a violation of this Policy, the Appellate Panel will recommend sanctions and give consideration to whether a given sanction will (a) bring an end to the violation in question, (b) reasonably prevent a recurrence of a similar violation, and (c) remedy the effects of the violation. The Appellate Panel will forward its recommendations regarding sanctions to the Chancellor or his designee, who will make the final determination regarding all sanctions.

Sanctions for a finding of responsibility will depend upon the nature and gravity of the misconduct, any record of prior discipline for a violation of this Policy, or both. Sanctions may include, without limitation, expulsion or suspension from the University, disciplinary probation, expulsion from campus housing, mandated counseling, and/or educational sanctions deemed appropriate by the Appellate Panel.

Ordinarily, sanctions will not be imposed until the resolution of any timely appeal under this Policy. However, if it is deemed necessary to protect the welfare of the victim or the University community, the Appellate Panel may recommend and the Chancellor or his/her designee may determine that any sanctions be imposed immediately and continue in effect until such time as the appeal process is exhausted.

At such time that the appeal process is exhausted, the Title IX Coordinator will determine the final accommodations to be provided to the victim, if any, and the Title IX Coordinator will communicate such decision to the victim and the Respondent to the extent that it affects him/her.

The Title IX Coordinator will also take steps to prevent any harassment of or retaliation against the Complainant, the victim (if not the Complainant), or third parties, such as informing them about how to report subsequent problems, following up with them to ensure that there are no subsequent problems, providing training for the campus community, and providing counseling for the Respondent. The Title IX Coordinator will also take steps to prevent the harassment of or retaliation against the Respondent.

Furthermore, the Title IX Coordinator will take prompt corrective action if the Complainant or the victim (if not the Complainant) experiences retaliation or is subjected to further violation of this Policy or if the original sanctions imposed on the Respondent are ineffective to protect the safety and well-being of the Complainant, the victim (if not the Complainant), or other members of the University community. The Title IX Coordinator will also take reasonable steps to eliminate any hostile environment that has been created, such as conducting trainings and disseminating informational materials. In taking the above-outlined steps, the Title IX Coordinator will make every

reasonable effort to minimize the burden on the Complainant and/or alleged victim.

FINAL OUTCOME LETTER

Within ten (10) calendar days following the conclusion of the hearings, the Hearing Panel will issue a written decision letter (the “Final Outcome Letter”) concurrently to the Respondent and the alleged victim. The Final Outcome Letter will set forth (1) the name of the Respondent, (2) the violation(s) of this Policy for which the Respondent was found responsible, if any, (3) the recommended sanctions imposed on the Respondent, if any, and it may set forth names of other individuals, such as a victim or witness, provided that such other individuals provide their written consent to such inclusion.

In order to comply with FERPA, the letter will not include information considered part of a party’s “education record” (as that term is defined by FERPA) that is not otherwise exempt from disclosure under the Act, or other information about sanctions that do not relate to the victim.

CONFIDENTIALITY AND DISCLOSURE

In order to comply with FERPA and Title IX and to provide an orderly process for the presentation and consideration of relevant information without undue intimidation or pressure, the hearing process is not open to the general public. Accordingly, documents prepared in anticipation of the hearings (including the Complaint, the Investigative Report, the notices of hearing, and the prehearing submissions referenced above) and documents, testimony, or other information introduced at the hearings may not be disclosed outside of the hearing proceedings, except as may be required or authorized by law.

TIME PERIODS

The University will make every reasonable effort to ensure that the investigation and resolution of a Complaint occurs in as timely and efficient a manner as possible. The University’s investigation and resolution of a Complaint (including an appeal, if applicable) will generally be completed within 60 calendar days of the receipt of the Complaint, absent extenuating circumstances. Hearings, if they are held, will take place after the conclusion of the investigation. If hearings have taken place, both the Complainant and the Respondent generally will receive a Final Outcome Letter within ten (10) calendar days of the conclusion of the hearing.

Any party may request an extension of any deadline by providing the Title IX Coordinator or his or her respective deputies with a written request for an extension that includes reference to the duration of the proposed extension and the basis for the request.

For purposes of calculating all time periods set forth in this Complaint and Grievance Policy, a business day is defined to mean normal operating hours, Monday through Friday, excluding recognized national and state holidays and University closings.

Timelines may be modified in cases where information is not clear, judged to be incomplete, relevant parties are not available for interview, and/or other related circumstances as may arise. The Title IX Coordinator may also modify any deadlines contained in this Policy as necessary and for good cause.

ACKNOWLEDGEMENT OF RESPONSIBILITY

At any time prior to the issuance of the Investigative Report or the date of his/her designated hearing, the Respondent may elect to acknowledge his/her actions and take responsibility for the alleged policy violation. In such situation, the Title IX Coordinator will propose sanction(s). If either party objects to the proposed sanction(s), they may appeal the sanction pursuant to this Policy.

NO RETALIATION

Retaliation against any person who files a Complaint, participates in an investigation, or opposes a discriminatory employment or educational practice or policy is prohibited. A person who believes retaliation has occurred should notify the Title IX Coordinator as soon as possible.

FALSE REPORTS

Willfully making a false report of sexual harassment is a violation of University policy and is a serious offense. Any person who willfully makes or participates in making a false or frivolous report of discrimination, harassment, retaliation or sexual misconduct will be subject to disciplinary action. False reporting may also violate state criminal statutes and civil defamation laws.

OFFICE OF CIVIL RIGHTS COMPLAINT

Although Complainants are encouraged to resolve their grievances related to discrimination by utilizing this Complaint/Grievance Procedure, they have the right to file a complaint directly with the U.S. Department of Education, Office for Civil Rights (OCR). Information regarding applicable timelines and procedures is available from OCR. You may call 1-800-421-3481 to obtain further information about filing a complaint with OCR.

EFFECTIVE DATE

The University reserves the right to make changes and amendments to this Policy as needed, with appropriate notice to the community. However, the Policy in force at the time that a Complaint is filed will be the Policy used throughout the investigation, hearing and any appeals that are heard.

DOCUMENTATION

The University will retain documentation (including but not limited to the written Complaint, notifications, the Investigative Report, any written findings of fact, petitions for appeal, any documents or evidence submitted by the parties, hearing transcripts or recordings (if any), and any written communication between the parties), for at least three (3) years. Documentation pertaining to terminations, expulsions or educational sanctions may be retained indefinitely.

DEFINITION OF TERMS

Complainant: Any party who makes a Complaint against a student, employee, staff member or campus visitor.

Consent: Consent is clear, knowing and voluntary. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity.

TABLE OF CONTENTS

If coercion, intimidation, threats, or physical force are used there is no consent. If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption, or being asleep or unconscious. Incapacitation is a state where someone cannot make rational, reasonable decisions because he or she lacks the capacity to give knowing consent. There is no consent when there is force, expressed or implied, or use of duress or deception upon the victim. Silence does not necessarily constitute consent. Past consent to sexual activities does not imply ongoing future consent. Whether an individual has taken advantage of a position of influence over an alleged victim may be a factor in determining consent.

Coercion is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that they do not want sex, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes overt threats, implied threats, intimidation and coercion that overcome resistance or produce consent.

Under Arkansas law, the age of consent varies with the degrees of assault, the age of the actor, and the relationship of the actor to the other party. For specific information, please refer to Arkansas statutes (e.g., Arkansas Code Annotated § 5-14-125, Sexual Assault in the Second Degree).

Sexual activity with someone known to be mentally or physically incapacitated, or based on the circumstances, or someone who could reasonably be known to be mentally or physically incapacitated, constitutes a violation of this Policy.

This Policy also covers a person whose incapacity results from mental disability, sleep, involuntary physical restraint, or from the taking of rape drugs. Possession, use and/or distribution of any of these substances, including Rohypnol, Ketamine, GHB, Burundanga, etc. is prohibited, and administering one of these drugs to another person is a violation of this Policy. More information on these drugs can be found at www.911rape.org

Use of alcohol or other drugs will never function as a defense to a violation of this Policy. Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity. Previous relationships or prior consent cannot imply consent to future sexual acts.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the alleged victim. It includes any unwelcome physical violence such as hitting, pulling, shoving, kicking, biting or throwing things; and sexual assault, sexual exploitation and sexual harassment.

Discrimination (general definition): Conduct that is based upon an individual's race, color, religion, national origin, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, pregnancy, gender identity, sexual orientation, physical or mental disability or genetic information that excludes an individual from participation, denies the

individual the benefits of, treats the individual differently or otherwise adversely affects a term or condition of an individual's employment, education, living environment or participation in a University program or activity. This includes failing to provide reasonable accommodation, consistent with state and federal law, to persons with disabilities.

Discriminatory Harassment: Detrimental action based on an individual's race, color, religion, national origin, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, pregnancy, gender identity, sexual orientation, physical or mental disability or genetic information. Harassing conduct may take various forms, including, name-calling, graphic or written statements (including the use of cell phones or the Internet), or other conduct that may be physically threatening, harmful, or humiliating. Harassment does not have to include intent to harm, be directed at a specific target or involve repeated incidents. Gender-based harassment includes sexual harassment.

Domestic Violence: Physical harm, bodily injury, assault, or the infliction of fear of imminent physical harm, bodily injury, or assault between family or household members; or any sexual conduct between family or household members, whether minors or adults, that constitutes a crime under the laws of this state. Family or household members means spouses, former spouses, parents and children, persons related by blood within the fourth degree of consanguinity, any children residing in the household, persons who presently or in the past have resided or cohabited together, persons who have or have had a child in common, and persons who are presently or in the past have been in a dating relationship together. See also, Arkansas Code Annotated § 9-15-103—"Domestic Abuse".

Hostile Environment: A hostile environment exists when there is harassing conduct based on race, color, religion, national origin, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, pregnancy, gender identity, sexual orientation, physical or mental disability or genetic information that is sufficiently serious (i.e., severe, pervasive, or persistent) and objectively offensive to deny or limit a person's ability to participate in or benefit from the University's programs, services, opportunities or activities; or when such conduct has the purpose or effect of unreasonably interfering with an individual's employment. Harassment that creates a hostile environment ("hostile environment harassment") violates this Policy.

Non-Consensual Sexual Contact: Non-consensual sexual contact is any intentional sexual touching, however slight, with any object by a male or female upon a male or a female that is without consent and/or by force. Sexual Contact includes intentional contact with the breasts, buttock, groin, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/off/by breasts, buttocks, groin, genitals, mouth or other orifice.

Non-Consensual Sexual Intercourse: Non-consensual sexual intercourse is any sexual intercourse however slight, by a male or female upon a male or a female that is without consent and/or by force. Intercourse includes vaginal penetration by a penis, object, tongue or finger; anal penetration by a penis, object, tongue, or finger; and oral copulation (mouth to genital contact or

genital to mouth contact), no matter how slight the penetration or contact.

Respondent: The person(s) against whom a Complaint has been made.

Retaliation: Action taken by an accused individual or by a third party against any person because that person has opposed any practices forbidden under this Policy or because that person has filed a Complaint, testified, assisted or participated in any manner in an investigation or proceeding under this Policy. This includes action taken against a bystander who intervened to stop or attempt to stop discrimination, harassment or sexual misconduct. Retaliation includes intimidating, threatening, coercing or in any way discriminating against an individual because of the individual's Complaint or participation. Action is generally deemed retaliatory if it would deter a reasonable person in the same circumstances from opposing practices prohibited by this Policy.

Sexual Assault: An actual or attempted sexual contact with another person without that person's consent. Sexual assault includes, but is not limited to involvement in any sexual contact when the victim is unable to consent; intentional and unwelcome touching of, or coercing, forcing, or attempting to coerce or force another to touch a person's intimate parts (defined as genital area, groin, inner thigh, buttocks, or breast); and sexual intercourse without consent, including acts commonly referred to as "rape."

Sexual Exploitation: Occurs when a person takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of other sexual misconduct offenses. Examples of behavior that could rise to the level of sexual exploitation include, but are not limited to:

- invading sexual privacy;
- prostituting another person;
- non-consensual video or audio-taping of sexual activity;
- going beyond the boundaries of consent (e.g., allowing others to watch consensual sex without that party's knowledge or consent);
- engaging in voyeurism;
- non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the intent to or having the effect of embarrassing an individual who is the subject of such images or information;
- knowingly transmitting an STI, such as HIV, to another without disclosing your STI status;
- exposing one's genitals in non-consensual circumstances or inducing another to expose his or her genitals; or
- possessing, distributing, viewing or forcing others to view illegal pornography.

Sexually-based stalking and/or bullying may also be forms of sexual exploitation.

Sexual Harassment: Sexual Harassment is unwelcome, gender-based spoken, written or symbolic action or physical conduct that is sufficiently severe, persistent or pervasive that it has the effect of unreasonably interfering with, limiting or denying someone the ability to participate in or benefit from the University's educational programs. The unwelcome behavior

may be based on power differentials, the creation of a hostile environment or retaliation.

For the purpose of this Policy, sexual harassment includes stalking or repeatedly following, harassing, threatening, or intimidating another by telephone, mail, electronic communication, social media, or any other action, device or method that purposely or knowingly causes substantial emotional distress or reasonable fear of bodily injury or death. Sexual harassment also includes quid pro quo sexual harassment which exists when there are unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature and submission to or rejection of such conduct results in adverse educational or employment action.

Not all workplace or educational conduct that may be described as "harassment" affects the terms, conditions or privileges of employment or education. For example, a mere utterance of an ethnic, gender-based or racial epithet which creates offensive feelings in an employee or student would not normally affect the terms and conditions of their employment or limit a student's ability to participate in or benefit from the University's educational programs or activities.

Sexual Misconduct: includes sexual assault, inducing incapacitation for sexual purposes, sexual exploitation and dating and domestic violence.

Status: A full-time employee of the University will be considered an "employee" for the purposes of this Policy, regardless of whether he/she is also enrolled as a student. Any student who is a part-time employee will be considered a "student" for the purposes of this Policy unless the incident under consideration occurred in connection with his/her employment.

Title IX at UAFS

Title IX is often thought of as a law that applies only to athletics programs. In fact, Title IX is much broader than athletics and applies to many programs at UAFS. Title IX, part of the Education Amendments of 1972, is a federal law that prohibits sex discrimination in education. It reads: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

Sex discrimination includes behaviors such as sexual harassment and sexual assault, and these can occur in many contexts. While compliance with the law is everyone's responsibility at UAFS, listed below are the staff members who have primary responsibility for Title IX compliance. You may contact them for more information or to file a complaint under Title IX. We will strive to respond in a manner that maintains or restores a safe and productive learning environment, while looking into the complaint in a prompt, thorough and impartial fashion.

Legal Citation: Title IX of the Education Amendments of 1972, and its implementing regulation at 34 C.F.R. Part 106 (Title IX).

REPORTING A TITLE IX CONCERN

We recommend the following procedure:

1. If you have a complaint or wish to report a complaint against a faculty member, staff member, associate or visitor, please contact the director of Human Resources at 788-7839, even if you are a current student at UAFS.
2. If you have a complaint or wish to report a complaint against a UAFS student, please contact the office of student affairs at 788-7310.
3. If you have a gender equity Title IX complaint involving intercollegiate athletics (not sexual harassment or sexual assault), please contact Pam Adams, associate athletic director, at 788-7652.

TALKING CONFIDENTIALLY

If you want to talk confidentially about what took place (not making a formal report), Please contact the UAFS Counseling Clinic, UAFS Powell Student Health Clinic, or off-campus resources such as the Crisis Intervention Center or a member of the clergy.

Reports can be made to University Police, or any of the Title IX Coordinators or Deputy Coordinators, listed below.

PERSONNEL:

TITLE IX COORDINATOR

Lee Krehbiel, Vice Chancellor for Student Affairs
201 Campus Center, UAFS
Fort Smith, AR 72913
479-788-7310
lee.krehbiel@uafs.edu

Duties and Responsibilities: Monitoring and oversight of overall implementation of Title IX compliance at the University, including coordination of training, education, communications and administration of grievance procedures.

TITLE IX DEPUTY COORDINATORS

FOR FACULTY, STAFF AND VISITORS:

Bev McClendon, Director of Human Resources
Fullerton Administration, Room 232
Fort Smith, AR 72913
479-788-7839
bev.mcclendon@uafs.edu

FOR STUDENTS:

Jani Kovach, Coordinator, Non-Traditional Student Support
Smith Pendergraft Campus Center, Room 111A
Fort Smith, AR 72913
479-788-7319

FOR ATHLETICS:

Pam Adams, Associate Athletic Director, Senior Woman Administrator
Stubblefield Center 146
Fort Smith, AR 72913
479-788-7652
pam.adams@uafs.edu

ADDITIONAL RESOURCES

University Police

51st Street Annex, Room 100
Emergency: 479-788-7140
Non Emergency 24-hour phone: 479-788-7141

Cell phone: 479-462-5069

www.uafs.edu/upd

UAFS Counseling Clinic

Monday-Friday 8:30 a.m. - 5 p.m.; closed noon - 1 p.m.
Pendergraft Health Science Building, Room 312
479-788-7398
www.uafs.edu/about/counseling-center

UAFS Powell Student Health Clinic

Monday, Tuesday and Thursday 8 a.m. - 5 p.m.;
closed noon to 1 p.m.
Wednesday and Friday 8 a.m. - noon
479-788-7444

TITLE IX OFF-CAMPUS RESOURCES

Mercy Emergency Department

7301 Rogers Ave., Fort Smith, AR 72903
479-314-6000

Mercy Urgent Care

3500 W. E. Knight Drive, Fort Smith, AR 72903
479-709-8686

Sparks Regional Medical Center Emergency Room

1001 Towson Ave., Fort Smith, AR 72901
479-441-5011

Crisis Intervention Center

5603 S. 14th St., Fort Smith, AR 72901
479-782-1821; 24-Hour Hotline: 1-800-359-0056
www.fsic.org

Western Arkansas Counseling & Guidance Center

3111 S. 70th Street, Fort Smith, AR 72903
479-452-6650

Vista Health

10301 Mayo Drive, Barling, AR 72923
479-494-5700

Center for Arkansas Legal Services-Western Division

901 S. 21st St., Fort Smith, AR 72901
479-785-5211; Toll-Free: 1-800-952-9243
www.arlegalservices.org

SEXUAL ASSAULT

To file a complaint of sexual assault, you may contact one of the offices above, depending on who the complaint is against (faculty, staff, associate, visitor or student) and you may also contact:

UAFS University Police
51st Street Annex
Fort Smith, AR 72913
479-788-7140

Notification of Rights under the Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's college education records as soon as possible but not later than 45 days from the day the University receives a request for access. Students

should submit to the registrar a written request that identifies the records they wish to inspect. The registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the registrar, the registrar shall advise the student of the correct official to whom the request should be addressed.

2. The right to request amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask the UAFS to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If UAFS decides not to amend the record as requested by the student, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. UAFS discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by UAFS in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom UAFS has contracted as its agent to provide a service instead of using UAFS employees or officials (such as an attorney, auditor or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. Upon request, UAFS also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by UAFS to comply with the requirements of FERPA. The name and address of the office that administers FERPA is as follows:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave. SW
Washington, DC 20202-4605
5. Directory information as defined by the U.S. Department of Education means information contained in an educational record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Students may request UAFS not release directory information by completing the proper form and submitting it to the Records Office, on the second floor of the Smith-Pendergraft Campus Center. Directory information at UAFS includes name, address, major field of study, degrees and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, telephone listing, email address, photograph, date and place of birth, dates of attendance, grade level, enrollment status

(i.e., undergraduate or graduate; full- or part-time), honors received, and most recent educational agency or institution attended. It is important to note that the institution, at its sole discretion, designates what is considered "directory information," as well as what is released in each circumstance.

Additionally, educational records and personal information may be released in the following circumstances:

- Judicial subpoena of records, upon condition that UAFS makes a reasonable effort to notify the student in advance of the release of records.
- Emergency situations, if knowledge of personal information is necessary to protect the health and safety of a student or other person(s).

UAFS is required to comply with military requests for student information, under the Solomon Amendment to the National Defense Authorization Act for 1995 and 1996 and the Omnibus Consolidated Appropriations Act, 1997.

Alcohol and Drug Policy at UAFS

UAFS recognizes its responsibility to provide a healthy environment in which students may learn and prepare themselves to be fully functioning and productive individuals. Alcohol and other substance abuse is a university concern. Abuse of alcohol and other drugs affects academic performance, health, personal relationships and safety. Abusive levels of alcohol use and other drugs often result in problems such as automobile and other accidents, student fights, property damage, aggravated physical illness and sometimes death. Students need to know their responsibilities as members of the university community and understand the university's expectation and regulations. The abuse of alcohol and other drugs is considered detrimental to the attainment of the educational mission of this institution.

UAFS ALCOHOL POLICY

Student possession or use of alcohol on University facilities, on University property, including residential housing, and at official University functions is prohibited. It is the policy of the University that the illegal or abusive use of drugs or alcohol by employees and students is prohibited on University property or as a part of any university activity whether on or off campus. Irresponsible behavior while under the influence of intoxicants is not to be condoned and may be subject to review or action by the appropriate judicial body.

UAFS DRUG POLICY

Possession, use or manufacture of illicit drugs is strictly prohibited at UAFS. Students are subject to disciplinary action for violation of federal or state laws regarding the possession, purchase, manufacture, use, sale or distribution (by either sale or gift) of any quantity of any prescription drug or controlled substance, except for the use of over-the-counter medication or for the prescribed use of medication in accordance with the instructions of a licensed physician. Possession of paraphernalia associated with the use, possession or manufacture of a prescription drug or controlled substance is also prohibited.

UAFS HAS IMPLEMENTED THE FOLLOWING POLICY REGARDING SUBSTANCE ABUSE:

Any student found in violation of these policies will immediately be placed on probation and shall be subject to

additional disciplinary actions, which may include dismissal from UAFS.

The Vice Chancellor for Student Affairs and director of university housing and residential life will make information available to students about the dangers of drug abuse, the availability of counseling and the penalties for violations. Such information will be promulgated in the student handbook and through educational sessions and displays.

Students who have no record of conviction for drug abuse and who voluntarily seek counseling for drug-abuse problems may not be dismissed from the University. However, if a drug-abuse conviction occurs after counseling or rehabilitation has begun, the student is liable for the full range of University disciplinary measures.

The Vice Chancellor for Student Affairs will be responsible for the implementation of these procedures.

Specific degree programs may have additional policies related to prevention and management of substance abuse. Students enrolled in these degree programs are responsible for adhering to college-specific policies as well as University policies.

REGULATIONS

1. Consumption and possession of alcohol by students is prohibited on campus and at UAFS sponsored events.
2. Distribution of alcohol to a minor is prohibited.
3. Possession of alcohol by a minor is prohibited.
4. If a student violates the Student Conduct Code while under the influence of alcohol, this policy will also apply.
5. Public intoxication as defined in A.C.A. 5-71-212 and 5-2-207 is prohibited.

ENFORCEMENT

1. All reports of incidents involving alcohol will be forwarded to the Student Conduct Administrator.
2. The Student Conduct Administrator or designee will be responsible for the following:
 - A. Determining if an incident reported constitutes a violation of the University alcohol policy.
 - B. Recording and tracking all students involved with alcohol violations.
 - C. Notifying the University Police Department, when warranted, of the behavior of an individual involved in an incident.
 - D. Enforcing sanctions described.

SANCTIONS

1. Typical sanctions-The sanctions described below are those used in most cases and do not limit the disciplinary power of the University in any matter involving Student Conduct Code violations.
2. Infractions and mandatory sanctions
 - A. **First infraction of the academic year.** Student must attend an alcohol education class and will be placed on University conduct probation.
 - B. **Second infraction in the academic year.** Student is placed on disciplinary probation and, at the student's expense, must submit to a substance abuse evaluation

administered by a qualified authority. The student will provide the evaluation results or authorize the release of the evaluation results to the student affairs office.

- G. **Third infraction in the academic year.** Student is likely to be suspended from the University for a semester or longer, depending on the risk to self, others and property caused by the behaviors.
- H. **Recording cycle for violations is one academic year.** The academic year begins the first day the residence halls open for the fall semester and will continue through the day prior to the residence halls opening for the next academic year.
- I. **Right of appeal.** The student may appeal as described in Article V, Section D. A Student Conduct Board will hear the appeal. For infractions committed in university housing, students who violate the Student Code of Conduct are subject to disciplinary action through the residence hall and the University student conduct system. UAFS will strive to handle alleged violations in university housing in a single hearing that encompasses both Standards of Residence and the Student Code of Conduct.

Students may also be subject to arrest and prosecution in cases where state laws have been violated. Sanctions up to and including expulsion may be imposed for drug or alcohol violations. A conviction for violation of state or federal drug laws may jeopardize federal financial aid.

The University will attempt to help students who have a substance abuse problem and wish to receive assistance in dealing with that problem. The University will not, however, condone illegal activity, and continued violation of drug or alcohol policies may result in expulsion.

Residential Student Missing Person Policy

1. All resident students receive information about this policy prior to the beginning of classes in the fall (or spring for mid-year enrollees) and have the option of registering a name and number of someone who will be contacted within 24 hours after the resident is determined to be missing. This is done in part through its inclusion in the application process.
2. Resident assistants or resident directors who determine that a resident has been missing for longer than 24 hours shall immediately report the same to their resident director or director of housing, respectively.
3. If a member of the University community has reason to believe that a resident has been missing for 24 hours, he or she should immediately notify the University Police Department (788-7140) of the Vice Chancellor for Student Affairs (788-7310). UPD, upon notice, will generate a missing person report and initiate an investigation with the assistance of Housing and Residence Life.
4. Should the University Police Department or Student Affairs determine that the student is missing and has been missing for more than 24 hours, the resident's emergency contact, or the resident's parents if the resident is under the age of 18 and not legally emancipated, will be contacted, no later than 24 hours after the student is determined to be missing.

TOBACCO-FREE CAMPUS POLICY

The use of any tobacco product is prohibited on the grounds of UAFS in accordance with Arkansas State Law (A.C.A. 6-60-701 to 6-60-705). This prohibition includes electronic cigarettes. The tobacco-free environment includes all University property, which according to State Statute 25-17-301, “includes all highways, streets, alleys, and rights-of-way that are contiguous or adjacent to property owned or controlled by the institution.”

POLICY FOR FACULTY, STAFF, STUDENTS, AND VISITORS

Everyone on campus (faculty, staff, students, and visitors) has a responsibility to encourage their peers and others to adhere to the tobacco-free campus policy. As such, an environment of positive peer support can move the campus community significantly toward the goal. When peer or supervisor encouragement is not effective, the primary responsibility for enforcement rests with the appropriate supervisors in each area with the assistance of the UAFS Police Department. Failure to adhere to policy will be handled as would any other disciplinary issue. Employees should refer to the Employee Handbook. Visitors will be informed of the policy and asked to comply. Student compliance will be addressed using the three-level process listed below. The intent of the progressive corrective action models in the Employee Handbook and listed below are to create a better learning environment for everyone on campus.

Corrective Actions (Students)

FIRST LEVEL: WARNING

A verbal warning will be given to the offending tobacco user by anyone observing the behavior. The first level warning is done to ensure that the person is aware that tobacco use on campus is not allowed and to help the person change the behavior. An attempt to identify the offender will be made by ascertaining the person's name or vehicle license plate number. Verbal warnings will be documented by reporting them to the UAFS police department or the Vice Chancellor for Student Affairs.

SECOND LEVEL: WRITTEN WARNING

A written warning will be issued when the offending behavior continues following a verbal warning. The offending person's name and the circumstances should be reported to the UAFS police Department, the Vice Chancellor for Student Affairs, or the dean's office in the affected area or building. A report will be prepared by the UAFS police department and the students involved will be counseled by the Vice Chancellor for Student Affairs with a written warning to the student file to document the behavior and assist the person in ceasing the use of tobacco on campus.

THIRD LEVEL: ADMINISTRATIVE SANCTIONS INCLUDING SUSPENSION FROM THE UNIVERSITY

Should the second-level written warning be ineffective, additional administrative sanctions will be levied to include required attendance at a tobacco-use information session or suspension from the University for a semester or longer. The sanctions imposed must be delivered in writing.

DUE PROCESS: APPEAL OF ACTION

The normal disciplinary action due process procedures in the Student Handbook and Course Catalog will be used if an appeal is filed.

Acceptable Use of Technology Resources

PRINCIPLES

Access to computer systems and networks owned or operated by the University of Arkansas - Fort Smith imposes certain responsibilities and obligations and is granted subject to university policies and local, state, and federal laws. Acceptable use always is ethical, reflects academic honesty, and shows restraint in the consumption of shared resources. It demonstrates respect for intellectual property, ownership of data, system security mechanisms, and individuals' rights to privacy and freedom from intimidation and harassment.

STANDARD OF CONDUCT

In making acceptable use of technology resources you must:

- Use technology resources only for authorized purposes. Access only information that is your own, that is publicly available, or to which you have been given authorized access.
- Protect your login credentials (e.g. username and password) and personal devices from unauthorized use. Never share your login password with anyone else, including UAFS Technology Services staff. You are responsible for all activities on your username or that originate from your personal devices.
- Use only legal versions of copyrighted software, music files, videos, and other protected information in compliance with vendor license requirements and copyright law.
- Be considerate in your use of shared resources. Refrain from monopolizing systems, overloading networks with excessive data, degrading services, or wasting computer time, disk space, printer paper or other shared resources.

In making acceptable use of technology resources you must NOT:

- Use or access another person's system, files, or data without explicit permission, use computer programs to decode passwords or access control information, or attempt to circumvent or subvert system or network security measures.
- Engage in any activity that might be purposefully harmful to information systems or to any information stored thereon, such as creating or propagating viruses, disrupting services, damaging files or making unauthorized modifications to University data.
- Use University systems for commercial or partisan political purposes, make or use illegal copies of copyrighted materials or software, store such copies on University systems, or transmit them over University networks.
- Use mail or messaging services to harass or intimidate another person, for example, by broadcasting unsolicited

messages, by repeatedly sending unwanted mail, or by assuming someone else's identity.

- Waste computing or network resources, for example, by printing excessively or copying personal photos and videos files to network shares, etc.
- Use the University's systems or networks for personal gain; for example, by selling access to your credentials or to University systems or networks, or by performing work for profit with University resources in a manner not explicitly authorized by the University, or engage in any other activity that does not comply with the general principles described above.

ENFORCEMENT

The University considers any violation of acceptable use principles, policies or guidelines to be a serious offense. We reserve the right to copy and examine any files or information resident on University systems allegedly related to unacceptable use, and to protect its network from systems and events that threaten or degrade operations. Violators are subject to disciplinary action as prescribed in the Student Handbook and Code of Conduct, the UAFS Faculty Handbook, and the UAFS Employee Handbook. Offenders also may be prosecuted under laws including (but not limited to) the Communications Act of 1934 (amended), the Family Educational Rights and Privacy Act of 1974, the Computer Fraud and Abuse Act of 1986, The Computer Virus Eradication Act of 1989, Interstate Transportation of Stolen Property, the Electronic Communications Privacy Act, and the Arkansas Computer Related Crimes Act. Access to the text of these laws is available through the Boreham Library.

INFORMATION OWNERSHIP AND PRIVACY

Individuals using computer systems owned by the University of Arkansas - Fort Smith do so subject to applicable laws and University policies. Students and employees do not own their University computer accounts, but are granted use of them. The University will access an individual's electronic information if:

- the individual consents in writing to such access, OR
- there is an emergency which may affect someone's physical health or wellbeing, or may result in the damage or destruction of University property, OR
- there is reason to believe that a violation of law or University policy is occurring or has occurred, OR
- access is necessary for the maintenance of computers, networks, data, and storage systems, or to protect the rights or property of the University or other users.

Electronic information - including e-mail records - of University employees are potentially subject to public inspection and copying under the Arkansas Freedom of Information Act, which states, "All records maintained in public offices or by public employees within the scope of their employment are presumed to be public records."

Free Speech: Non-Commercial Public Speech on Campus

University facilities and outdoor space are governed by the policies of the Board of Trustees of the University of Arkansas and exist for the primary purpose of serving a planned and scheduled program of educational activity. Consistent with Board of Trustees Policy 705.1 and University wide Administrative Memorandum 715.1, when not required for regularly planned educational or research programs, and subject to other University policies, University facilities or outdoor space may be made available for use by University entities and non-University entities. University entities shall only include colleges, departments and other university organizational units; faculty; staff; students; University-related foundations and University alumni association; and registered student organizations. Non University entities shall only include individuals and organizations that are not acting as University entities and are not sponsored by a University entity.

Any non-University entity is welcome to share an opinion or viewpoint with the University community, provided the non-University entity is registered with the office of the Vice Chancellor for Student Affairs. (Smith-Pendergraft Campus Center, room 201, 479-788-7310.)

Access to public forum locations is provided on the city sidewalks that run parallel to the city streets that surround and cross the campus, subject to relevant city ordinances, state and federal law (maps indicating city streets and sidewalks are available through the University Police Department). Access is also provided at identified public forum locations, all external to campus buildings and identified below.

The identified public forum locations are available for use or reservation by University and non-University entities. Access to the identified public forum locations is provided on a content neutral basis. Any denial of access will specify the reasons for which registration is denied and offer an appeal procedure. The following time, place and manner parameters apply to public forum locations as well as to expressive activities of members of the University community in other locations.

TIME, PLACE AND MANNER PARAMETERS

The following are parameters for the time, place and manner of activities:

- The activity must not violate local ordinances, state or federal laws, or university policy.
- The duration of the event may be limited to a reasonable period of time, based on the type of event and the resources required to manage it.
- There shall be no obstruction of entrances or exits to buildings or driveways or impeding entry to or exit from buildings or parking lots.
- The activity must not unduly disrupt traffic, either vehicular or pedestrian, or a duly planned and scheduled university activity.
- The activity must not create unreasonable safety risks.
- There shall be no alteration, modification, defacement or destruction to University owned or leased property or observer's personal property.
- To prevent damage to University infrastructure, the erection of tents or any temporary structures must be first approved by Plant Operations.

- Organizers must have decorations approved and facilities inspected for safety in advance by Plant Operations or facility official. This includes the use of wooden, plastic or metal sticks, pipes, poles or the like to aid in signage.
- The location will be left in its original condition at the conclusion of the event, and any entity that causes damage to University owned or leased property will be responsible for paying any charges necessary to return the property to its original state. Reasonable charges or deposits may be imposed to enforce this requirement.
- Amplification equipment shall not be allowed except in designated areas where and when it is unlikely that disruption will occur.
- Expression that is obscene or, defamatory, or consists of fighting words, threats of physical harm, inciteful of imminent lawless action or is commercial in nature or otherwise not entitled to protection as expression is not permitted.
- All publicity, handouts and printed materials are governed by University policies and procedures.
- Material handed out may not be left out for people to take. If there is a significant issue with materials causing unsightliness or litter, that privilege may be revoked.
- Those handing out material may not follow members of the campus community, and refusals to take material shall immediately be respected by expressive speakers.
- The organizer must be present throughout the event with a copy of the approved reservation form for the duration of the function and present the form to UPD if requested. The event may be terminated by UPD for failure to have a copy of the approved reservation form on the premises.
- The organizer shall be solely responsible for any and all costs arising from or relating to any event and by requesting to use; University facilities agrees to pay all such charges.
- To help ensure a diverse array of activities and uses non-University entities may schedule initially a total of three events per semester; requests for additional reservations will be limited to one event per reservation and that event must transpire before another reservation is considered.

PUBLIC FORUM LOCATIONS

Public forum locations for non-University entities include the following locations. These locations are made available on a content neutral basis subject to the defined time, place and manner parameters.

1. The Bell Tower area, assuming no university events are scheduled there. Normally not the north side if significant noise is expected.
2. Main Gates, along Kinkead Avenue (may not block drive-through traffic).
3. Sidewalk and adjacent area between the Campus Center west entrance and the large parking lot between the Campus Center and the Sebastian Commons.
4. Either side of the tunnel providing access underneath Grand Avenue.
5. Portions of the interior Campus Green, assuming the condition of the turf allows for the activity.
6. Other public areas not prone to disrupt classes or University business.

OBJECTIONS TO EXPRESSIVE ACTIVITIES

The University recognizes that individuals or groups may be opposed to certain expressive activities or speakers. Disagreement

with different opinions is acceptable; however, use of violence or violation of law or University policy is counter to creating an environment where issues can be openly discussed. An individual or group wishing to protest an event is subject to the same standards as the presenters. Individuals who choose to listen bear the responsibility of recognizing and honoring the right of free speech.

RESPONSE TO VIOLATIONS

Violations of this policy by non-University entities may result in removal from campus, police arrest and criminal charges. Violations of this policy by members of the University community may result in review and sanctions under appropriate University policies. Specifically, students will be subject to procedures established in the Code and faculty and staff disciplinary procedures will be processed according to guidelines established in the Faculty Handbook and the Employee Handbook. Any police arrest and criminal charges of students, faculty or staff are separate from University student conduct review or disciplinary sanction.

PROCEDURES

1. Any non-invited non-University entity wishing to engage in expressive speech on the UAFS campus must register their intent and identifying information at the office of the Vice Chancellor for Student Affairs a minimum of two days (48 hours) prior to the planned event, and scheduling will be dependent on the actual calendar of events for the days requested.
2. Requests to use amplification will be closely scrutinized for likely disruption of regular university activities and processes.
3. Applicants must agree to any neutrally applied time, place and manner requirements, as articulated above, that the University believes are necessary to conduct its core activities.
4. Violation of these provisions may result in removal from campus and the loss of privileges to utilize the campus property.

PETITIONS ON THE UAFS CAMPUS.

Circulating petitions to garner support for various causes is a time-honored tradition in the United States, a tradition deeply related to the exercise of free speech. The public university campus is a venue that is amendable to these efforts, subject to reasonable restrictions on time, place and manner. With that in mind, the protocol for circulating petitions on the campus of UAFS is as follows:

Any non-student individual or group that desires to circulate a petition on the UAFS campus may do so with the following stipulations in place:

1. A 24-hour notice must be given to the Student Activities Office (during a time when the office is open, or electronically such that the office has 24 hours to process the notice). This allows the university to alert responsible parties and determine if a security presence is needed, and look at scheduled events to determine if there are locations that may be disallowed because of previously scheduled university activities. With only very narrow exceptions, as provided by law, the content of the petition will not be considered in responding to the notice.
2. Petitioning may not take place inside any university building.

- Petitioning may not take place within 15 feet of any entrance to a university facility.
- Petitioning may not disrupt or obstruct any regular university function or event.
- People who decline to sign a petition may not be repeatedly asked or followed.
- The form "Notice of Intent to Circulate a Petition" may be requested through the Vice Chancellor for Student Affairs, 479-788-7310.
- Students wishing to petition are subject to the provisions of the Student Code of Conduct.

Student Affairs. No handbills or other items may be placed on vehicles on any UAFS property.

HANDBILLS

It is against the city ordinance codes to deposit any commercial or noncommercial handbill or advertisement in or on public streets, sidewalks, areas or buildings within the city. It is against the city ordinance codes to deposit any commercial or noncommercial handbill or advertisement in or on private property with the city without the permission of the owner or occupant of the premises. Fort Smith City Ordinance Section 14-51.

SLEEPING OVERNIGHT ON CAMPUS

No student, employee or visitor to the University of Arkansas - Fort Smith may camp, construct any form of shelter, or sleep overnight on the University's property, unless said activity is formally approved in advance by university administration. This includes sleeping overnight in any non-residential campus facility or sleeping inside vehicles parked on University property.

Commercial Speech and Solicitation

SOLICITATION AND FUNDRAISING ACTIVITIES

The buildings and grounds of UAFS are owned by the Board of Trustees of the University of Arkansas, exist for, and are exclusively devoted to use for, the conduct of an organized and approved University program of higher education. As such, these buildings and grounds are committed to being used for the nonprofit, tax-exempt use of the official program of the University. Therefore, private business activities are not permitted on University premises. However, in certain limited areas, the University contracts with private firms to provide needed on-campus services for the convenience of students, faculty and staff that contribute to the accomplishment of the University's educational purposes.

STUDENT SOLICITATION AND USE OF FUNDS

University student organizations or independent student organizations that receive University moneys must account for their expenditures in the manner of the regular University departments.

These organizations are permitted to use University facilities for fundraising purposes, which may be directed toward philanthropic pursuits, defined here as determined by the Internal Revenue Service to be nonprofit and tax-exempt, and that funds raised in this manner shall not be made directly available to an individual or individuals.

SPONSORSHIPS

Private businesses may sponsor student events, but not in conjunction with any solicitation of students, direct or indirect, whether for memberships or other business relationships.

CANVASSING AND SOLICITATION

Merchants or students may only sell goods or services to residence halls, sororities, fraternities and other campus groups on specific occasions when the campus organization has requested a particular service or when such service is directly relevant to the purpose of that organization. Under no circumstances is door-to-door or public selling, soliciting or canvassing permissible. Upon such request, the office of the Vice Chancellor for Student Affairs or, in the case of residence halls, the University housing office, will issue the merchant an official pass identifying him or her as a legitimate campus solicitor in keeping with this policy. Failure of a solicitor to obtain the appropriate identification to sell on the university campus may lead to a request of action by civil authorities. Specific procedural guidelines should be sought from the Vice Chancellor for

Parking and Traffic Policies

- UAFS reserves the right to restrict the use of an automobile on University property if the owner or driver has abused the privilege of operating a vehicle on campus.
- UAFS assumes no responsibility for a vehicle or its contents.
- Failure to pay fines will result in the blocking of registration or the withholding of transcripts or pay and refund checks.
- A ticketed vehicle continuing in violation may be ticketed again as long as the violation continues.
- An illegally parked, non-ticketed vehicle is not an indication that the regulation being violated is no longer in effect.
- Motorcycles, mopeds and motorbikes are to be parked in designated parking areas around campus. No unauthorized motorized vehicles may travel through campus.
- Bicycles must obey all rules of the road and shall be parked in racks provided on campus. Bicycles parked in access ways, on sidewalks, in areas that may obstruct access, or any other improper locations will be subject to a citation and impounded.

TRAFFIC CITATION APPEALS PROCESS

A traffic citation may be appealed within 72 hours of its issuance if the recipient believes it was issued contrary to campus traffic regulations or in error. Appeals must go to the chief of the UAFS Police Department. Appeals must be initiated in writing and may be filed electronically. Emails should be sent to upd@uafs.edu.

RESERVED PARKING

All students, faculty and staff who have a legitimate, short-term need to use reserved parking, and who do not have a current state-issued permit, are asked to apply for a UAFS temporary reserved parking tag. Applications for employees are available through Human Resources. Applications for students may be obtained in Room 111 of the Campus Center, the Student Activities Office. UAFS temporary reserved permits must be displayed anytime the vehicle is parked in a designated reserved space on campus in the absence of a current state-issued

permit. Temporary permits, if approved, are good for one to 30 days. One renewal is possible, but only with a new application and updated documentation. Along with the application form, documents required for application are a letter from a physician specifically stating the need for the pass and an estimated duration; driver's license; UAFS Lions ID Card; and a license plate number and type of vehicle.

DRIVING REGULATIONS

1. All traffic and motor vehicle laws of the state of Arkansas are applicable on UAFS property.
2. The campus speed limit is 15 mph, except where conditions indicate a slower speed is necessary.
3. All stop signs and all other regulatory or directional signs are to be observed.
4. Pedestrians in crosswalks shall have the right of way.
5. It is a violation of traffic regulations to avoid a speed bump.
6. Failure to yield to a UAFS Police officer's direction or to cooperate with an officer in performing his official duties may subject the violator to suspension, removal from campus and possible arrest.

FINES FOR VIOLATIONS

All fines must be paid within 30 days from the date of issuance. Fines for parking violations that are not paid within 30 days will be adjusted an amount equal to twice the amount of the original fine. Failure to pay traffic and parking fines may result in blocking of registration or the withholding of pay and refund checks. All fines are payable at the Cashier's Office, Upper Level, Smith-Pendergraft Campus Center, from 8 a.m. to 6 p.m. Monday through Thursday and 8 a.m. to 4:30 p.m. on Friday.

PARKING REGULATIONS

1. It is the driver's responsibility to find a legal, marked parking space and to park the entire vehicle within the space's boundary lines.
2. No parking is allowed next to red curbs or red candy-stripped areas.
3. No parking is allowed on the grass, sidewalks, driveways, or in loading zones.
4. All parking spaces are defined by painted lines or parking blocks.
5. Vehicle violations are the responsibility of the registered owner of that vehicle.

PARKING AND TRAFFIC VIOLATIONS AND CORRESPONDING FINES

Reckless or unsafe driving	\$50
Failure to stop or yield right of way at crosswalk	\$50
Parking in a reserved space	\$200 per occurrence
No parking zone	\$25
Double parking	\$25
Parking in reserved area	\$25
Parking on grass, sidewalks or drive	\$25
Motorcycle parking only	\$25

Loading zone	\$25
Failure to register automobile	\$25

PEDESTRIAN SAFETY

Frequently, pedestrians make themselves susceptible to serious injury or death by failing to use properly marked crosswalks or the pedestrian tunnel when crossing city streets. Both the UAFS police officers and the Fort Smith Police Department will issue citations to those observed stopping traffic outside marked areas while crossing a city street (jaywalking).

TOWING AND IMPOUNDMENT OF VEHICLES POLICY

UAFS reserves the right to tow and impound from the property any parked vehicle that does not conform with the rules and regulations. Repeat violations may result in towing and impoundment. Vehicles will be towed if parked in such a way as to create a traffic or pedestrian hazard or impede the access of service or emergency vehicles. Fees resulting from the tow or impoundment are the responsibility of the registered vehicle owner.

VISITOR PARKING POLICY

Visitors are welcome. A visitor who receives a citation for a violation of the parking rules, other than parking in a no-parking area or reserved space, may bring or mail the citation to the UAFS Police Department and it will be voided.

Involuntary Withdrawal from the University for Non-Academic Reasons

When a student's behavior is deemed to constitute a likely danger to other parties, or is disruptive to the University community, the University may take the necessary action to protect the student in question and any other people.

Such action may include mandatory withdrawal from the University, disciplinary action or notification of the student's parents or guardians (even if the student is 18 years or older). Disciplinary action will generally follow the procedures and sanctions outlined in the Code. In the case of behavior indicating danger to others or disruption to the University community, the University reserves the right to require the student to provide documentation of a psychological or medical evaluation assessing the student's state and validating the individual's readiness to continue in or return to the University environment. Such documentation will be submitted to the Vice Chancellor for Student Affairs and will be used to determine the terms of continuation or reinstatement of the student.

Danger to others may include suicidal attempts, gestures, or ideation, repeated intentional self injury, threats or acts of assault, and behaviors that necessitate unusual measures to monitor, supervise, treat, protect or restrain a student to ensure his or her safety and the safety of others. Disruptive behavior is behavior that causes emotional, psychological or physical distress to students, faculty or staff and which necessitates unusual measures to monitor, supervise, treat, protect or restrain the said student.

Students who refuse or are unable to cooperate with required assessments or treatment, or those whose psychological or physical condition suggests a disorder (such as eating disorder or psychosis) that is observed to deteriorate to the point of

permanent disability or inability to function in the university environment, may also be deemed a danger or disruption to the University community. Included in this description are students whose physical or psychological disorder requires specialized services beyond those available on campus or in the

local community and whose condition will deteriorate without additional resources.

Decision makers, normally the Vice Chancellor for Student Affairs or provost, will confer if necessary with appropriate parties before reaching these decisions.

**TABLE OF
CONTENTS**

Federal Trafficking Penalties

Drug/Schedule	Quantity	Penalties	Quantity	Penalties
COCAINE (SCHEDULE II)	500 - 4999 gms mixture	<p>First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual</p> <p>Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.</p>	5 kgs or more mixture	<p>First Offense: Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual</p> <p>Second Offense: Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p> <p>2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p>
COCAINE BASE (SCHEDULE II)	28 - 279 gms mixture		280 gms or more mixture	
FENTANYL (SCHEDULE II)	40 - 399 gms mixture		400 gms or more mixture	
FENTANYL ANALOGUE (SCHEDULE I)	10 - 99 gms mixture		100 gms or more mixture	
HEROIN (SCHEDULE I)	100 - 999 gms mixture		1 kg or more mixture	
LSD (SCHEDULE I)	1 - 9 gms mixture		10 gms or more mixture	
METHAMPHETAMINE (SCHEDULE II)	5 - 49 gms pure or 50 - 499 gms mixture		50 gms or more pure or 500 gms or more mixture	
PCP (SCHEDULE II)	10 - 99 gms pure or 100 - 999 gms mixture	100 gm or more pure or 1 kg or more mixture		

TABLE OF CONTENTS

Penalties		
OTHER SCHEDULE I & II DRUGS (AND ANY DRUG PRODUCT CONTAINING GAMMA HYDROXYBUTYRIC ACID)	Any amount	<p>First Offense: Not more than 20 yrs. If death or serious injury, not less than 20 yrs, or more than Life. Fine \$1 million if an individual, \$5 million if not an individual.</p> <p>Second Offense: Not more than 30 yrs. If death or serious injury, life. Fine \$2 million if an individual, \$10 million if not an individual.</p>
FLUNITRAZEPAM (SCHEDULE IV)	1 gm	
OTHER SCHEDULE III DRUGS	Any amount	<p>First Offense: Not more than 10 yrs. If death or serious bodily injury, more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.</p> <p>Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.</p>
ALL OTHER SCHEDULE IV DRUGS (OTHER THAN ONE GRAM OR MORE OF FLUNITRAZEPAM)	Any amount	<p>First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.</p> <p>Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if not an individual.</p>
ALL SCHEDULE V DRUGS	Any amount	<p>First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.</p> <p>Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.</p>

Federal Trafficking Penalties - Marijuana

DRUG	QUANTITY	1 st OFFENSE	2 nd OFFENSE
MARIJUANA	1,000 kg or more mixture; or 1,000 or more plants	Not less than 10 yrs, or not more than life. If death or serious injury, not less than 20 yrs or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual.	Not less than 20 yrs, or not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
MARIJUANA	100 kg to 999 kg mixture; or 100 to 999 plants	Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 yrs or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual.	Not less than 10 yrs, or not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.
MARIJUANA	50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants	Not more than 20 yrs. If death or serious injury, not less than 20 yrs or more than life. Fine \$1 million if an individual, \$5 million if not an individual.	Not more than 30 yrs. If death or serious injury, mandatory life. Fine \$2 million if an individual, \$10 million if not an individual.
HASHISH	More than 10 kilograms		
HASHISH OIL	More than 1 kilogram		
MARIJUANA	less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight) 1 to 49 marijuana plants	Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.	Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if not an individual.
HASHISH	10 kg or less		
HASHISH OIL	1 kg or less		

TABLE OF
CONTENTS



PROGRAMS AND SERVICES

TABLE OF CONTENTS

Athletics

uafs.edu/Athletics
479-788-7590

UAFS athletic teams engage in intercollegiate competition in men's baseball, basketball, golf, tennis, and cross country, and women's basketball, golf, tennis, cross country, and volleyball. UAFS is known nationally for its strong tradition in intercollegiate athletics. A longtime member of the NJCAA, where it won two national championships in men's basketball and one in women's basketball and was national runner-up in women's basketball and volleyball, UAFS became a member of NCAA Division II in 2009 and is a member of the prestigious Heartland Conference. Scholarships are awarded for participation on all intercollegiate teams, and "walk-ons" are encouraged to try out for UAFS teams. Athletic participation rates and financial support data are available from the Athletic Department upon request.

University students, faculty, staff, and fans take great pride in their support of UAFS athletics. University students are admitted free to athletic events by presenting a current UAFS Lions ID card.

The Campus Activities Board also boasts the Blue Crew, which is the student cheering section for Lions athletics.

UAFS Lions Bookstore

479-788-7320

Located in the Smith-Pendergraft Campus Center, the UAFS Lions Bookstore stocks the required textbooks for all classes offered on the UAFS campus, as well as a variety of supplies, University souvenirs, clothing, snacks, and miscellaneous items. The bookstore also offers a textbook rental program and a selection of e-textbooks. The bookstore is in operation the following hours:

FALL AND SPRING SEMESTERS:

Monday - Thursday	7:30 a.m.-6 p.m.
Friday	7:30 a.m.-5 p.m.

SUMMER TERMS:

Monday - Thursday	8 a.m.-5 p.m.
Friday	8 a.m.-Noon

Students are entitled to a full refund on textbooks through the first week of class for any reason, with a valid receipt. Students are also entitled to a full refund on textbooks through the first 30 days of class if the class is dropped and the student presents a valid receipt and drop form. This 30 day return policy applies ONLY to the Fall and Spring semesters. See store for additional return information.

Book buyback is conducted year round in the bookstore. However, the best time to get the most money for books is at the end of every semester (finals week). When the bookstore is purchasing books for re-sale (for the next semester), students will receive 50% cash back of purchase price. See store for addition details.

Textbook and store information can also be found on the UAFS Lions Bookstore website at uafortsmith.bncollege.com.

Textbooks and other resources are also available at off-campus locations.

Boreham Library

library.uafs.edu
479-788-7200

Dedicated in 2013, the new Boreham Library is a striking architectural combination of contemporary building design blended with more traditional space.

The library serves as a gathering place for students who want to study or meet with others in groups about class projects or other college-related matters. Individual study spaces and group study rooms are located throughout the building.

More than 100 personal computers are available to students. The computers have a full complement of general academic software applications, statistical packages, and software for the disabled.

Boreham Library seeks to provide students, faculty, and other members of the University community with their needs for information and cultural content (except textbooks). The library offers a collection of over 63,000 printed book volumes, and more than 112,000 electronic books. The library's electronic offerings are available from any networked computer in any location (on or off campus) at any time. They include 88 licensed informational databases and over 55,000 full-text, scholarly journals and magazines. Subscriptions to some 250 paper magazines, scholarly journals, and newspapers are also maintained. Special collections include the Pebley Center for Arkansas Historical and Cultural Materials and the Foundation Center Grants Collection.

Boreham Library offers both face-to-face and electronic research assistance in locating, using and properly citing information resources. The public service librarians are frequently invited into university classes to explain how to get started with library research in general or in specific subject areas. One of the library's goals is to educate users by helping them acquire the information literacy skills which will enable them to find, use, and evaluate information in all formats.

For materials not in the library's collection, efficient inter-library loan service is available to students, faculty, and staff with little or no charge. Journal articles borrowed from other libraries can often be sent electronically to the borrowers. Students, faculty, and staff may check out books from the Fort Smith Public Library, the Scott County Regional Library, and, after obtaining a free ARKLink Statewide Library Card, from most academic libraries in the state.

Vacation and intersession hours are usually from 8 am to 5 pm, Monday through Friday and are posted in advance.

The library's 24-hour study zone provides both computer access and a place for study during times when the main portion of the library is closed.

Students and other members of the university community may access the 24-hour zone by using their Lions ID cards.

LIBRARY HOURS	FALL/SPRING	SUMMER
Monday - Thursday	7 a.m.-10 p.m.	7 a.m.-8 p.m.
Friday	7 a.m.-5 p.m.	7 a.m.-5 p.m.
Saturday	10 a.m.-4 p.m.	CLOSED
Sunday	2-10 p.m.	2-8 p.m.

Computer/Email Access

Access to network computers, LionsLink, computer/e-mail access, the Internet, and laser printers is available with a student login and password. Logins are available at the Admissions counter located on the Upper Level of the Smith-Pendergraft

Campus Center, the Boreham Library, and the Gordon Kelley Academic Success Center.

Counseling Clinic

479-788-7398

The Counseling Clinic of UAFS supports the mission of the University by enabling students to maximize their educational experience through counseling and psychotherapy. The clinic is located on the third floor of the Pendergraft Health Sciences Center, room 312. Appointments may be made by dropping in or calling 479-788-7398. Walk-in appointments will be accommodated as soon as possible.

HOURS

Monday - Friday 8:30 a.m.-5 p.m. (closed noon-1 p.m.)

Dental Hygiene Clinic

479-788-7270

The UAFS dental hygiene program operates a clinic in which students treat patients under the supervision of dental hygiene faculty. The clinic is on the first floor of the Pendergraft Health Sciences Center. A number of preventive services are offered to UAFS students, faculty, staff, and the general public.

More than one visit is usually required to complete treatment. To schedule an appointment and discover the types of preventive services offered, please call the College of Health Sciences at 479-788-7270.

Emergency Information

CLOSING BECAUSE OF WEATHER CONDITIONS

Bad weather occasionally makes it necessary to cancel classes or close campus. To find out:

1. You are already signed up for email messages on LionsAlert, but you can also sign up for text and voicemail messages as well by editing your LionsAlert profile on LionsLink. LionsAlert is the best way to know about cancellations.
2. Check the UAFS website at www.uafs.edu and look under "News." Click on the weather story for details.
3. Call the main UAFS telephone number, 479-788-7000, to hear a recording.
4. Announcements are provided to local radio and television stations that have requested to list our information, but you should use more than one means of obtaining information since procedures at some stations do not allow for different announcements for day and night classes or for a sudden cancellation.

IF NO ANNOUNCEMENT IS MADE, CLASSES WILL BE HELD.

Separate announcements will be made for day and evening classes. Day classes are those starting between 7:00 a.m. and 3:30 p.m. The decision to cancel day classes will be announced by 6 a.m. Night classes are those starting at 3:45 p.m. or after. The decision to cancel night classes will be announced by 2 p.m.

TABLE OF CONTENTS

Off-campus classes will be canceled if the facility where the class is being held is closed. Listen for announcements made by that specific location.

A WORD FOR STUDENTS

Students should use their own best judgment in severe weather situations. If students feel it is unsafe to travel to campus when classes are in session, students should then contact individual instructors for a possible solution to make up coursework.

LIONS ALERT

The safety of the students, faculty, and staff of UAFS is of utmost importance. To that end, UAFS has implemented a notification system to provide timely and accurate information to our campus community during emergencies. Lions Alert provides a secure, web-based emergency alert system that sends text and voice messages via cell phone, land line telephone and email. Lions Alert gives UAFS a comprehensive, real-time, mass-notification system to keep the campus community informed of emergencies, and to give instructions on how to respond to those emergencies. To help make Lions Alert live and online, UAFS automatically adds the contact information of students, faculty, and staff to the system. To update or remove contact information from Lions Alert, access Lions Link at <http://luminis.uafortsmith.edu/cpl/home/loginf>. Informational emails concerning Lions Alert will also be sent each semester.

Questions regarding Lions Alert should be directed to the Service Desk at uafs@service-now.com or 788-7460.

Financial Aid

uafs.edu/financialaid/financial-aid
479-788-7090

The financial aid program at UAFS is designed for qualified students who might not be able to continue their education without financial assistance. Many opportunities for financial aid are available. Eligible students may receive loans, federal grants, scholarships, employment, or a combination of these aids. The University participates in most federal and state financial aid programs. Students should refer to the Scholarships and Other Financial Aid booklet (available on the UAFS website, uafs.edu/financialaid/financial-aid) for specific listings and selection criteria. To apply for federal financial aid, a student must complete the Free Application for Federal Student Aid fafsa.ed.gov. Applications and further details on the types of assistance available may be obtained from the Financial Aid Office, upper level, Smith-Pendergraft Campus Center, from 8:00 a.m. to 6:00 p.m. each Monday through Thursday and 9:00 a.m. to 5:00 p.m. each Friday. See *the academic catalog* for a detailed description.

REFUND OF TUITION

When a student officially withdraws from credit course(s), tuition may be refunded according to the following schedule:

DATE OF OFFICIAL WITHDRAWAL

	SPRING	FALL/SUMMER
Before the first day of the semester	100%	100%
During the first week of the semester	75%	50%

During the second week of the semester	50%	None
During the third week of the semester	25%	None
After the third week of the semester	None	None

Refunds for short-term courses or courses starting at times other than the beginning of the semester will be calculated on the prorated basis of a regular semester course. Fees for noncredit courses are not refundable after the first class meeting.

Students receiving Title IV (Federal Pell Grant, Federal SEOG Grant, William D. Ford Direct Stafford Loans) who completely withdraw from classes will be subject to the “Return of Title IV” refund calculation, as outlined by federal regulations.

During the first 60% of an academic term, a student “earns” Title IV funds, in direct proportion to the length of time he or she remains enrolled. If a student withdraws before the 60% point, any unearned aid must be repaid to the respective Title IV program. Once the federal student aid funds are returned, the student will be responsible for any unpaid charges on the account.

The Financial Aid Office calculates the amount of financial assistance the student earned while enrolled according to the following formula: number of days enrolled divided by total number of days in the semester. If the amount of federal aid disbursed exceeds the amount of aid earned as of the date of withdrawal, the student will be required to return some portion of the aid received.

Failure to attend and/or pay tuition does not constitute official withdrawal. Charges incurred by the student remain the student’s obligation. A student must officially withdraw from courses to be eligible for a refund.

RESIDENCY DETERMINATION

Students are classified as (1) in-state (have lived in Arkansas), (2) border state (have lived in Oklahoma, Missouri, Tennessee, Mississippi, Louisiana, or Texas) for at least six consecutive months prior to the beginning of the term for reasons other than attendance at UAFS; or (3) out-of-state and international for the purpose of determining tuition by legal residence. The residency classification of a minor is the same as that of his or her parents or guardian unless the student is married or has otherwise established a separate legal residence.

Military personnel assigned to active duty in Arkansas shall be accorded in-state status. Military personnel assigned to active duty in Oklahoma, Missouri, Tennessee, Mississippi, Louisiana, or Texas shall be accorded border-state status. Spouses and dependants of active duty personnel shall be accorded in-state status or border-state status as well, provided they reside in the states noted above. Forms for residency reclassification are available in the Records Office.

Students who knowingly give erroneous information in an attempt to evade payment of out-of-state fees are subject to dismissal from the University.

CAMPUS RECREATION AND WELLNESS

Fitness Center

uafs.edu/fitness/fitness-center-home

479-788-7600

The UAFS Fitness Center is located in the Gymnasium. The Fitness Center houses state-of-the-art Nautilus Nitro selectorized equipment, circuit training, a full line of Nautilus cardio equipment, and free-weight equipment. The Fitness Center provides facility and equipment orientations, personal body assessments, personal exercise prescriptions, and non-credit group exercise classes. All students currently enrolled in UAFS classes are admitted to the Fitness Center by presenting a valid Lions ID card.

Intramural Sports

uafs.edu/intramurals

Intramural sports complement the program of intercollegiate athletics. Students with a 2.00 semester GPA who are enrolled in six credit hours are welcome to participate. Sports are offered each semester and include flag football, basketball, Ultimate Frisbee, soccer, softball, and volleyball. Various tournaments are also held.

Outdoor Adventure

uafs.edu/rec-wellness/outdoor-adventure-program

The Outdoor Adventure program provides opportunities for students to have a fun, exciting, adventure-based education. The philosophy of the Outdoor Adventure Program is to provide for the cultural and physical development of students in a wide range of outdoor pursuits and environmental settings.

Sport Clubs

uafs.edu/rec-wellness/sport-clubs

Sport clubs are registered student organizations formed by students for the purpose of competing in particular sports. All sport clubs are initiated, led, and managed by students. Sport clubs also provide opportunities for competition against teams from other universities.

Food Court/Dining Services

The Food Court is located on the first floor of the Smith-Pendergraft Campus Center.

HOURS:

FOOD COURT	
Monday-Thursday	7:30 a.m.-8 p.m.
Friday	7:30 a.m.-3 p.m.
STARBUCKS	
Monday - Thursday	7:30 a.m.-9 p.m.

Friday	7 a.m.-5 p.m.
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The dining hall at the Lion's Den is located on the corner of Waldron and Kinkead Avenues and features a variety of different meal plans and a pay-at-the-door price. The dining hall is also open to non-residential patrons.

DINING HALL MONDAY-FRIDAY	
Breakfast	7:15-9 a.m.
Continental Breakfast	9 a.m.-10:15 a.m.
Lunch	11 a.m.-1:30 p.m.
Light Lunch	1:30-3:30 p.m.
Dinner	5-7:30 p.m.

SATURDAY AND SUNDAY	
Brunch:	10:30 a.m.-1 p.m.
Dinner:	5 p.m.-6 p.m. (Sunday 6:30 p.m.)

GUEST DOOR PRICES* (TAX NOT INCLUDED)	
Full Breakfast	\$7.00
Lunch	\$8.00
Dinner	\$8.25
Premium Dinner	\$9.00

*All You Care to Eat dining.

Gordon Kelley Academic Success Center

uafs.edu/success/academic-success-center

479-788-7675

The concern for the individual student is reflected in the Gordon Kelley Academic Success Center, which provides programs designed to meet individual student needs not met through the general curriculum. Supplemental materials, free group tutoring for many UAFS courses, core skills instruction, motivational programs, and learning programs are all provided to encourage student success. Faculty members provide the supplemental materials, which may consist of class notes and sample tests, textbook-based CDs and DVDs, and additional forms of computer-aided instruction. Free group tutoring is provided for many UAFS credit courses. Time management, self-discipline, and motivational programs are provided for the student who wants improved study skills and grades.

Learning programs focus on specific strategies to understand, retain, and apply new information, as well as traditional study skills techniques. Learning programs are individually designed to meet student needs, and are free to any University student. The Gordon Kelley Academic Success Center is located in the Vines Building, room 202. For more information, call 479-788-7675.

The Gordon Kelley Academic Success Center also provides academic support for students who are on academic probation. Individualized guided study and self-assessment instruments are used to develop a formal plan of action to succeed in college. Students taking advantage of this service will learn usable techniques for academic success.

HOURS

Monday - Thursday	7:45 a.m. - 9:00 p.m.
Friday	7:45 a.m. - 5:00 p.m.
Saturday	9:00 a.m. - 1:00 p.m.
Sunday	1:00 p.m. - 6:00 p.m.

Tuition and Fees

The following tuition and fees are effective as of the 2013 Fall semester. Any and all fees may be increased or decreased and new ones established when deemed necessary.

TUITION FOR CREDIT COURSES	CHARGE PER CREDIT HOUR
In-state	\$139
Out-of-state and international students	\$380
Border-state	\$380*

*Border state tuition is \$380 per credit hour with a discount of \$241 per credit hour for a net charge per credit hour of \$139, the same rate as in-state residents. In-state (Arkansas) and border state rates include residents (at least six consecutive months) of Oklahoma, Missouri, Tennessee, Mississippi, Louisiana, and Texas.

REQUIRED FEES	
Registration (per semester/term)	\$25
Activity (per credit hour)	\$13
Athletic (per credit hour)	\$16
Campus Center (per credit hour)	\$2
Technology (per credit hour)	\$12.75
Student Health (per semester)	\$34
Fitness Center Access (per semester)	\$12
Library (per credit hour)	\$3
Facilities (per credit hour)	\$23
Student Recreation (per credit hour)	\$5

PROGRAM/SERVICE SPECIFIC FEES	
Fitness Center Course Fee (per course)	\$25
Nursing (BSN, ADN, and PN) imaging sciences radiography, surgical technology, and dental hygiene (per clinical course)	\$25
Health Sciences Program Fee (per credit hour)	\$20
Health Sciences Laboratory Fee (per lab course)	\$25
College of Health Sciences Assessment Fees:	
LPN Nursing	\$75
ADN Nursing	\$75
BSN Nursing	\$75
Private Music Instruction (per credit hour)	\$35
Distance Education Course (per credit hour)	\$40
Student Teacher Internship Fee	\$200
Student Teacher Out of Area Internship Placement per course (minimum fee)	\$450
Oral Proficiency Interview (Spanish and Spanish with Teacher Licensure majors)	\$75

TABLE OF CONTENTS

PROGRAM/SERVICE SPECIFIC FEES	
Child Development Associate Program Fee:	
Two-hour Course	\$50
Four-hour Course	\$100
Foreign Language Testing Fee	\$10
Sciences Laboratory Fee (per lab course)	\$35
New Student Orientation Fee	\$25
Applied Science/Technology Fee	\$10
College of Education Lab Fee	\$10
International Student Application/Orientation Fee	\$50
Cub Camp Fee	\$75
TESTING FEES	
Challenge Exam Fee (per credit hour)	\$20
CLEP (per test)	\$80
CLEP Written Essay (per test)	\$10
CLEP Administrative Fee (per test)	\$15
Correspondence Test Fee (per test)	\$30
Score Report Fee (Placement test)	\$5
Overnight delivery (per test)	\$15
NOCTI Test (per test)	\$22
NOCTI Administrative Fee (per test)	\$30
PSB Test (per test)	\$25
ACT Residual Test	\$36
Compass Re-Test	\$25
Compass Distance Test	\$10
Surgical Technology Program Assessment(member)	\$190
Surgical Technology Program Assessment (non-member)	\$290
Business Major Fields Achievement Test (MFAT)	\$25
NLN PAX (per test)	\$35
Law School Admission Test (LSAT)	\$160
General Graduate Record Exam (GRE)	\$150
Miller's Analogy Test(per test)	\$65
Test of English as a Foreign Language (TOEFL) Test (per test)	\$50
OTHER MISCELLANEOUS FEES	
Graduation Application	\$30
Diploma Replacement	\$20
ID Replacement Fee	\$20
INSTALLMENT PLAN SERVICE CHARGE	
2-Payment Plan (per semester)	\$20
3-Payment Plan (per semester)	\$30
4-Payment Plan (per semester)	\$40
Installment Plan Late Payment Fee	\$25
Late Payment Fee (per semester)	\$150

INSTALLMENT PLAN SERVICE CHARGE	
Store Front Credit Card (per transaction)	\$2
Library Fines:	
General Circulation Volumes (per day)	\$0.10
Video & Reserve Room Items (per day)	\$0.25
Lost Item Processing Fee (+ replacement fee)	\$10
Inter-library Loan Fee:	
UAFS Students (+ charges from loaning library)	\$1
Public Patrons (+charges from loaning library)	\$3.50
Placement File Processing Fee	
Initial Setup	Free
10 copies during 1st year after graduation	Free
5 copies mailed during 1st year after graduation	Free
Additional Copies - picked up	\$1
Additional Copies - mailed	\$2
Reserved Parking Fee (Per semester not to exceed)	\$300
VEHICLE/TRAFFIC FINES	
Parking Violation (per occurrence)	\$25
Moving Violation (per occurrence)	\$50
Reserved Parking Violation (per occurrence)	\$200
Failure to Register Vehicle Violation	\$25
Return Check	\$30
HOUSING MISCELLANEOUS	
Application Fee (per occurrence)	\$75
Contract Breach Fee (per occurrence)	\$700
Lock-Out After Office Hours (per occurrence)	\$15
Trash Fine (per occurrence)	\$25
Improper Check Out (per occurrence)	\$100
Lost Keys-Front Door (per occurrence)	\$45
Lost Keys-Bedroom Door (per occurrence)	\$20
Lost Keys-Mailbox (per occurrence)	\$15
Student Laundry (unlimited use per year)	\$60
University Housing security deposit	\$200

Tools, uniforms, and equipment may be required for certain programs on campus.

Student Support Services

uafs.edu/success/student-support-services
479-788-7355

Student Support Services (SSS) is a federally funded program designed to assist students in achieving their goal of a baccalaureate degree at UAFS. Funded to serve 140 students, SSS offers services such as individualized academic and career advising, tutoring and group study sessions, improvement of time management and study skills, financial and economic literacy training, and assistance in applying for graduate school. Students also have the opportunity to participate in learning communities in which students take classes and form study groups together. Participants commit to the program until they graduate from UAFS with a baccalaureate degree. The SSS office is located in Boreham Library, room 233-237.

Housing and Residential Life

uafs.edu/Housing
479-788-7340

The Office of Housing and Residential Life at UAFS is committed to providing safe, well-maintained, quality on-campus residential opportunities. The department promotes a spirit of community, develops programs which support student retention and success, and extends student learning beyond the classroom. Residents will have the opportunity to participate in a wide variety of programs on social, educational, recreational, cultural, and health and wellness related topics. Contact the Housing Office at 479-788-7340 for additional information.

Research shows that UAFS students who live on campus have a higher average GPA than their peers and are also more likely to return for the next year. The University offers Sebastian Commons Apartments for upper-level students and the Lion's Den Residence Hall for freshmen and other interested students. All rooms are equipped with basic cable and internet service. Laundry facilities are located on site in both Sebastian Commons and the Lion's Den.

Sebastian Commons Apartments

uafs.edu/Housing
479-788-7340

Sebastian Commons offers a unique student housing experience for upper level students and married students who wish to reside on campus. It is an exclusive apartment community for UAFS students, with one-, two-, and four-bedroom floor plans. Amenities include all basic utilities being paid, full kitchen, individual rooms, sand volleyball and basketball courts on site.

The Lion's Den Residence Hall

uafs.edu/Housing
479-788-7348

The Lion's Den opened in Fall 2010 and is home to primarily first-year students. The residence hall is a sustainable design. Residents enjoy a variety of suite-style room options including one-, two-, and three-bed floor plans with four or five people in each spacious suite. Amenities consist of fully furnished rooms, loftable extra-long twin beds, community lounges, safety and security features, residential programming, and all utilities, cable TV, and internet included. The on-site dining facility accommodates students with flexible meal plans in a setting that is both convenient and comfortable. The dining hall is an "all you care to eat" facility with several healthy options.

For information on either facility, call the Housing Office at 479-788-7340.

Lions ID Cards

uafs.edu/records/lions-id-cards

The Lions ID Card is the official identification card for the UAFS. It is issued to staff, faculty, currently enrolled UAFS students, and affiliates of the University. There is no charge

for the first Lions ID card, but a fee will be charged for any subsequent replacement cards.

The Lions ID card provides admission to University sponsored social, cultural, athletic and recreational events. The card also serves as the Boreham Library card, Fitness Center pass, security clearance for email log on, and is necessary to print at all University computer labs. It is also required for any student who uses the counseling center, the dental hygiene clinic, or the Powell Student Health Clinic. At the cardholder's option, the Lions ID card may also be used as a declining balance card to pay for various goods and services on campus and at participating off-campus vendors through the Lions Cash program. Contact the Records Office for terms and conditions. This card also enables students to attend the Season of Entertainment events free of charge. The Season is composed of on-campus events—such as concerts by the Jazz Band, Symphonic Band, Chorale, Vocal Jazz, and national touring productions. Students may pick up tickets two weeks before the event. The Box Office is located on the lower level, Smith-Pendergraft Campus Center.

HOW TO GET A LIONS ID CARD

On the UAFS campus, the Lions ID Card is issued at the Records Office in the Smith-Pendergraft Campus Center room 222.

HOURS:

Monday - Thursday	8 a.m.-6 p.m.
Friday	9 a.m.-5 p.m.

All University holidays are observed.

A driver's license, military ID card, or passport must be presented. There is no cost for the first Lions ID Card. Replacement Lions ID Cards will cost \$20.

The card is valid for the entire period that the student attends the UAFS.

LIONS CASH AND GO GREEN PRINTING PROGRAM

Lions Cash is the safe, efficient, and practical way to pay for things you need on campus and off. It is different than meal plan dollars.

As a member of the UAFS community, you may use your Lions ID Card to access your Lions Cash account. No more late night stops at the ATM or charging up credit cards. Lions Cash is a declining balance account tied to your Lions ID Card.

With prepaid deposits of money in this voluntary* account, you will enjoy the convenience of being able to make purchases at participating locations without having cash in your pocket. As a member of the UAFS community, adding money to your Lions Cash account is simple. Lions Cash gives you the freedom and flexibility of buying power at locations on and off campus. For a full list of merchants that accept Lions Cash, go to uafs.edu/lions-card-cash/lions-id-card-and-lions-cash-home. Visit the LionsCash Website to make an online deposit to your Lions Cash account.

Money can be added to your account via cash, debit card, credit card, check, or money order by visiting the UAFS Cashier's Office located on the 2nd floor of the Smith-Pendergraft Campus Center. Parents and family members can also add money to your Lions Cash account. All they need to know is your University ID Number as it appears on your Lions ID Card and your University e-mail address.

*Voluntary accounts are optional. For information regarding Mandatory and Printing Funds see below.

Mandatory Funds for Resident Students: Resident students must select and carry a residential meal plan. All meal plans include Declining Balance which may be used in the Food Court and Dining Hall. A limited portion of Declining Balance may be used at select vendors, or food merchants. Mandatory Funds are non-refundable.

Printing Funds for Use in Designated UAFS Computer Labs: Printing at on-campus designated computer labs requires the use of funds from a Lions ID card. UAFS provides a credit to each student of \$10 per semester for printing at on-campus designated computer labs. If at any time during the semester a student exceeds the amount provided by UAFS for printing, a deposit of Voluntary Funds must be made to the Lions ID card in order to print at on-campus designated computer labs.

PRINTING FEES:

\$0.10 per black & white copy

\$0.50 per color copy

(Color printers are available in Baldor 110 and Boreham Library ONLY)

PRINTING LOCATIONS:

- Baldor Technology Center - 100, 110, 200, 201, 206, 207, 210, 213
- Breedlove Building - 208
- Smith-Pendergraft Campus Center - 115, 122 and Second Floor
- Echols Building - 119
- Flanders Building - 102, 107, 108
- Math-Science Building - 212, 236, 308
- Pendergraft Health Sciences Building - 120, 121, 303
- Holt Building - 111
- Boreham Library - First and Second Floor
- Vines Building - 201, 236, Learning Assistance Center (Vines 202)
- Housing Office

Poor-quality prints should be reported to each location's designated print station where instructions on how to proceed will be provided. After 5:00 p.m., please report printing problems at the Boreham Library information desk.

Lost and Found

479-788-7300

The Lost and Found department is located in the Box Office, Lower Level of the Smith-Pendergraft Campus Center. The University does not assume liability for any lost items.

Office of International Relations

uafs.edu/international
479-788-7166

An "international student" is one whose citizenship is in another country and is applying for an I-20 from UAFS to obtain a student (F-1) visa or exchange (J-1) visa. International

student applications, requests for information, and questions should be referred to the Office of International Relations 479-788-7977. All international students must see the Designated School Officer (DSO) before accepting ANY employment, changing name or address, traveling, changing class schedule, etc. The DSO is located in the Office of International Relations, Vines 106, phone 479-788-7977. UAFS has designated a special advisor to assist in the admission and academic advisement process of international students. UAFS Office of International Relations (OIR) provides culture immersion activities for international students on campus. All students interested in these programs should contact the OIR at 479-788-7166.

Study Abroad

uafs.edu/international/study-abroad
479-788-7166

The Office of International Relations (OIR) is a centralized division for international education, developing and managing quality international initiatives, programs, support services, and international partnerships for UAFS. The program integrates international education, global perspectives, and cross-cultural knowledge into the University's academic programs and the community at large. In addition, it facilitates the comprehensive internationalization of the University and connects the campus to the world, enabling UAFS students to graduate as globally competent citizens. Anyone who is interested in studying abroad is asked to contact the Director of OIR at 479-788-7166 or visit our website.

Office of Non-Traditional Student Support

uafs.edu/life/non-traditional-students
479-788-7319

The Office of Non-Traditional Student Support is located in the Smith-Pendergraft Campus Center, room 111A. The mission of the office is to provide a success oriented environment, connect non-traditional students with the campus community, understand the unique challenges facing non-traditional students, and to recognize non-traditional students' value to UAFS. The Office of Non-Traditional Student Support provides support, information, resources, fun and informative events throughout the year, advocacy for non-traditional student concerns, and leadership opportunities.

Office of the Vice Chancellor for Student Affairs

The Office of the Vice Chancellor for Student Affairs is committed to integrating the academic mission of the University with co-curricular experiences, with a focus on the development of community, leadership, and character. The values of openness, intellectual rigor, inclusiveness, social responsibility and mutual respect guide us as we strive to help others achieve their goals and aspirations. We devote ourselves to providing effective and efficient program and service delivery to students, faculty, staff, families, and guests.

Strategies and interventions are designed to:

- Facilitate student academic, personal, civic, and professional growth and development
- Prepare students for leadership in a global, diverse, and changing society
- We strive to cultivate a campus community characterized by meaningful challenges and supportive services and programs through:
- Leadership Development
- Student Activities and Organizations
- Student Affairs Support for First Year Programs
- Student Concerns
- Conduct Process

Students wanting more information or assistance should call 479-788-7310 or visit the Student Activities Office, Smith-Pendergraft Campus Center, room 111.

The Office of the Vice Chancellor for Student Affairs is also responsible for the publication and distribution of the Student Code of Conduct. The Vice Chancellor for Student Affairs administers the process that responds to allegations of violations to those rules and regulations by students or student organizations and assists and advises anyone in the University community who seeks to file a complaint of an alleged violation of the Code. The conduct process includes different hearing formats depending on the severity of a violation and/or a student's prior conduct record and can include a one-on-one meeting with a professional staff member or a formal hearing that may be administrative or with a student conduct board. The vice chancellor's office works closely with a variety of campus offices including University Police, Housing and Residential Life, Student Health, Counseling Center, and many other departments and academic areas to proactively educate students about student responsibility and University expectations. The vice chancellor addresses misconduct in a process that provides for student accountability, personal growth and respect for community and others.

The Student Code of Conduct may be found on the UAFS website, uafs.edu/university/student-handbook. If you have questions regarding the Student Code of Conduct or student conduct process, please contact the vice chancellor's office in Smith-Pendergraft Campus Center, room 201, or call 479-788-7310.

Powell Student Health Clinic

479-788-7444

The Powell Student Health Clinic provides high-quality, non-emergency health care service to UAFS students to assist with improving their health and safety so they may benefit from the educational process and achieve their full potential. The Powell Student Health Clinic is located on the second floor of the Pendergraft Health Sciences Center and can be reached by at 479-788-7444. Types of services provided include treatment for common illnesses and minor injuries, laboratory work when indicated, acute care management, and prescriptions. X-rays and ultrasounds are provided by Imaging Sciences faculty when ordered by the health care provider.

Clinic hours are subject to change at any time and may vary during the summer. The last patient is seen 30 minutes prior to

the posted closing time. Lions ID card is required to be seen. Walk-ins are welcome but appointments are preferred and can be made by calling 479-788-7444.

CLINIC HOURS:

Monday	8 a.m.-5 p.m.	Closed Noon-1 p.m.
Tuesday	8 a.m.-5 p.m.	Closed Noon-1 p.m.
Wednesday	1 p.m.-Noon	
Thursday	8 a.m.-5 p.m.	Closed Noon-1 p.m.
Friday	8 a.m.-Noon	

Records Office

uafs.edu/records
479-788-7230

The Records Office provides official student records and transcripts; processes graduation and registration forms; and provides student ID Cards. The Records Office is located on the second floor of the Smith-Pendergraft Campus Center. Students can visit the Records Office or request services via the website.

ENROLLMENT VERIFICATION

Students can print enrollment verifications 24/7 by using LionsLink. Verifications can be used for scholarships, student loans, or insurance purposes. The Records Office has authorized the National Student Clearinghouse to provide this service.

CHANGES IN STUDENT INFORMATION

It is the responsibility of all students to maintain their correct address, telephone number(s), and legal name and to report any changes in information promptly to the Records Office. Failure to do so may result in undelivered registration notices, financial aid, invoices, invitations, and official correspondence.

The University considers information on file with the Records Office to be official. Forms for correcting student information are available from the Records Office and website. Legal documentation of a name change is required.

Smith-Pendergraft Campus Center

Groups and recognized organizations on campus may schedule activities in the Smith-Pendergraft Campus Center if the activities do not interfere with general student use. All scheduling must be made through the campus booking coordinator at 479-788-7009.

Students are asked to treat the Smith-Pendergraft Campus Center with care. Any action which may damage the building or the furnishings, or interfere with the rights of others, is prohibited.

HOURS:

Monday - Thursday	7 a.m.-9 p.m.
Friday	7 a.m.-5 p.m.

24-Hour Zone

The 24-Hour Zone in the Campus Center may be accessed from the south side of the building. Students must use their Lions ID to gain access after hours. This area includes a computer lab, group study rooms, additional lounge space, and vending machines.

Another 24-hour zone is available in the Boreham Library.

Student Activities

Student Activities serves the students at UAFS to complement their programs of study and to create and foster leadership development within the context of student-led student organizations, programs, and events. If you're looking for a way to get involved, make lifelong friends, and have a positive impact on the UAFS campus, then Student Activities is the place for you.

With over 75 organizations on campus ranging from academic to religious, special interest to political, there is something for everyone at UAFS. The Student Activities Office oversees student organizations as well as the following traditions:

- Welcome Week
- Lion Community Outreach Day
- Campus Picnic
- Homecoming

Campus-wide events change from year to year, so watch for information about monthly activities.

BULLETIN BOARDS, BLUE ZONES, ROTO CUBES, AND DIGITAL FLYERS

Bulletin boards are placed at various locations throughout the campus. Posters or flyers may be posted only on bulletin boards marked for student use. All materials for posting, including any commercial advertising, must be approved and stamped by the Student Activities Office, room 111.

Blue Zones are located in the Smith-Pendergraft Campus Center, student groups may use blue painters tape to post their SAO approved flyers/posters anywhere within their bounds. RotoCubes are the large mobile rotating bulletin boards. They are located in the main hallway outside the Reynolds Room and in the breezeway.

Digital Flyers can be electronically posted to the 4 digital display monitors located in the Smith-Pendergraft Campus Center. Create your flyers on a PowerPoint slide and email it to the SAO office.

Banners can be hung from the second floor balcony of the campus center. These banners must be pre-approved by the SAO. The banners should be no larger than 8x8 and may only hang for 2 weeks at a time.

Greek Life

uafs.edu/life/greek-life
479-788-7694

The mission of the UAFS Greek Life is to enhance student development through membership in Greek lettered organizations. The Greek life community will promote an inclusive value-based atmosphere where organizations and

individual members achieve academic success, exemplify leadership, appreciate civic engagement, create bonds of brotherhood and sisterhood, and support a healthy and culturally diverse environment, with the assistance of the Coordinator of Greek Life. By developing these skills, sorority and fraternity members learn to conduct themselves in a manner that reflects the values and standards associated with membership in a fraternal organization, while complementing and enhancing the educational mission and vision of UAFS. Greek Life at UAFS is an opportunity for students to become involved with the University while fulfilling the missions and goals of the Student Activities Office and the University as a whole.

Nine Greek-letter organizations are recognized student organizations by UAFS:

GREEK LETTER ORGANIZATIONS

MEN

Kappa Alpha Order
Kappa Sigma
Pi Kappa Phi
Sigma Nu

WOMEN

Alpha Omicron Pi
Delta Gamma
Gamma Eta
Gamma Phi Beta

GREEK GOVERNING BODIES

UAFS Panhellenic Council (PC): The governing body over the National Panhellenic Council organizations for women

UAFS Interfraternal Council (IFC): The governing body over the Greek organizations for men

GREEK LETTER HONOR SOCIETIES

Gamma Sigma Alpha
Order of Omega

Student Organizations

www.uafs.edu/life/student-organizations

Student organizations are a vital piece of the collegiate experience at UAFS. Organizations provide students with a way to get involved on campus, develop and enhance leadership skills, become active in the community, and learn more about others and their cultures. UAFS offers more than 90 organizations to its students. There are ten categories of organizations: academic, arts, culture, fraternity and sorority life, honor society, political, religious, special interest, sports clubs, and university organizations. New organizations are created by students each semester; please visit our webpage for a complete listing of recognized student organizations or contact Dave Stevens at dave.stevens@uafs.edu.

Welcome Center/Student Activities Office

479-788-7663

The Welcome Center provides a central location for daily announcements, computer access, and information to students and guests of the University. The Welcome Center is open to all students. You can always find students hanging out, studying, or playing games in this area. The Welcome Center is located in room 115 of the Smith-Pendergraft Campus Center.

Student ADA Services

uafs.edu/ADA
479-788-7577

UAFS seeks to make every effort to offer equal educational opportunities for all students. To ensure a total university experience for students with disabilities, UAFS provides reasonable accommodations and services to students who have physical, emotional, and/or learning disability. The underlying philosophy of the program is to provide support, where possible, that will maximize each student's opportunities for academic success.

Working in partnership with the student, the Student ADA Services coordinator will develop an individualized plan for services which may include academic advisement and accommodations in testing and instruction. A student with disabilities may present validation of the disability and request services by contacting the Student ADA Services coordinator at 479-788-7577.

Registration with Student ADA Services is a separate process from the application for admission to the University. In order to be considered for accommodations, a student must first submit verification of the condition based on Student ADA Services' guidelines and meet with the Student ADA Services coordinator to discuss accommodation requests.

UAFS is committed to a policy of ensuring that no otherwise qualified individual with a disability is excluded from participation in, denied the benefits of, or subjected to discrimination in University programs or activities due to his or her disability. The University is fully committed to complying with all requirements of the Americans with Disabilities Act of 1990 (ADA) and the Rehabilitation Act of 1973 (Section 504) and the ADA Amendments Act of 2008 and to providing equal educational opportunities to otherwise qualified students with disabilities. Any student who believes he or she has been subjected to discrimination on the basis of disability, or has been denied access or accommodations required by law, shall have the right to file a grievance. To obtain a copy of Services for Students with Disabilities brochure, which includes application information and the grievance procedure, contact the Student ADA Services Office at 479-788-7794, or 479-788-7577, or visit our website for a printout.

Student Advisement and Career Planning

Student Advisement and Career Planning advises students in student success courses regardless of their declared major, including students seeking an associate degree or certificate and non-degree-seeking students. Professional advisors are available to assist students with goal-setting, career exploration, selection of a major, course requirements, and connecting with appropriate resources. They encourage career exploration by assisting students in the use of the Career Resource Center's services, which include personal assessments, a resource library, and the career exploration computer program Kuder Journey. Professional advisors are available to work with students by appointment and email except for designated holidays.

Hours

Monday-Thursday 8 a.m.-6 p.m.

Friday 9 a.m.-5 p.m.

Student Advisement and Career Planning is located on the second floor of the Smith-Pendergraft Campus Center.

Service Desk

uafs.service-now.com
479-788-7460

The mission of the University of Arkansas-Fort Smith Service Desk is to provide the user community an effective, primary point of contact for a timely and consistent response to computing and information technology related inquiries. The service desk acts as a central point of contact for students, faculty and staff members.

You can email the service desk at uafs@service-now.com and an incident will be opened on your behalf.

Testing Center

uafs.edu/testing/tests
479-788-7682

The Testing Center staff offers reliable test administrative services while ensuring the highest ethical and professional testing standards in a secure and comfortable environment. The Testing Center offers the following services: COMPASS, computer-literacy, foreign language placement tests, CLEP and Challenge Exams, individual make-up tests for UAFS students and proctoring services for students taking classes at other institutions. Advance arrangements must be made with the Testing Center. Please see the Tuition and Fees section (page 54) for associated costs. The PRAXIS, NLN PAX, Miller Analogies Test, TOEFL, LSAT, GRE Subject Tests, NOCTI, and PSB Health Occupations Aptitude Examination are scheduled at various times during the year. Individuals may contact the Testing Center or visit the website for further information on these services. The Testing Center is located on the second floor of the Smith-Pendergraft Campus Center, room 205.

TESTING CENTER HOURS:

Monday -Thursday 8 a.m.-6 p.m.

Friday 8 a.m.-5 p.m.

RETEST POLICY

All students receive one free COMPASS test in the event that he/she does not have course placement based on previous course work or acceptable ACT, SAT scores. Students may not retest (even for a fee) once they have begun a placement sequence (e.g., begun a course). Students who have not begun a sequence may test a maximum of three times per year under the following guidelines.

Student scores below the minimum for admission:

- Paid retest with no time delay between tests.
- If student scores below minimum on first retest, he/she may retest a second time for a fee and after a three months waiting period. The student must provide documentation of remediation completed during the three-month period.

- Student must wait one year before being allowed to retest a third time for a paid retest fee. All retests after one year period will require a paid retest fee.

Student scores into course work but is unhappy with placement:

- Student may retest for a fee, with no time delay between tests, as long as the student has not begun a placement sequence.
- If student is still unhappy with score(s) after the first retest, he/she may retest again for a fee with no time delay between tests.
- Student must wait one year before being allowed to retest a third time. A fee will be required.

The COMPASS tests scores are good for four years. If a student scores below the minimum, a fee is required for a retest within this time period. If the student's COMPASS test scores(s) have expired, the student will not be required to pay a retest fee.

Tests must be started at least one hour prior to closing time. The student is responsible for allowing enough time to complete the test. All tests will be turned in at closing time.

Veterans

Military service veterans and sons, daughters, wives, widows, widowers, and husbands of deceased or 100 percent veterans with disabilities should contact the veterans certifying official in the Financial Aid Office. Eligible University students may qualify for GI Bill, Vocational Rehabilitation, War Orphans, and other types of VA assistance.

Students using veterans' benefits should be aware of VA regulations governing academic standards. No payment of educational benefits will be made for auditing a course or for a course that is not used in computing graduation requirements.

All applications and inquiries should be addressed to the Veterans Affairs Officer, Financial Aid Office, Smith-Pendergraft Campus Center, room 221A. Complete information about VA requirements and procedures will be provided upon request.

Each student receiving VA benefits posting less than a term 2.00 GPA will be placed on probation. Those students will be allowed to receive benefits but will be monitored closely by the VA certifying official. While on probation, the student(s) whose GPA falls below a 2.00 for consecutive semesters will have their benefits suspended.



TABLE OF CONTENTS

UNIVERSITY POLICE

www.uafs.edu/upd

The “Student Right to Know and Campus Security Act of 1990” applies to every institution of higher education that receives federal financial aid. Title II of the Act was called the “Campus Crime Awareness and Campus Security Act of 1990.” It requires institutions of higher education to distribute to all current students and employees, and applicants for enrollment or employment, two types of information: (1) descriptions of policies related to campus security, and (2) statistics concerning specific types of crimes. Amendments enacted in 1998 renamed Title II, and it is now known as the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.” The amendments require the disclosure of crimes that are reported to police and campus officials, along with a breakdown of locations of criminal activity to be specified as on-campus, non-campus, residence hall, or public property.

UAFS POLICE DEPARTMENT LAW ENFORCEMENT AUTHORITY

Arkansas State Statute 25-17-304 confers upon the chancellor of a state institution of higher education the right to create a university agency with the same powers as any municipal, county, or state police agency in Arkansas. The UAFS Police Department is made up of sworn, state-certified law enforcement officers. UAFS’s Police Department cooperates with the Fort Smith police and Sebastian County sheriff’s departments, as well as state and federal law enforcement agencies, and shares concurrent jurisdiction with these agencies over University properties and events. UAFS’s Police Department is a service-oriented agency. Service to the campus community is the top priority.

UAFS strives to provide a safe and secure environment for its students, faculty, staff, and guests. Every member of the campus community has a role in campus safety. Students, faculty, staff members, and visitors are encouraged to be vigilant and report crimes, suspicious activity, and emergencies to the University Police Department at 479-788-7140. If the fire department or EMS are needed, first call 9-1-1, then notify University police. Responding campus police officer(s) will determine whether additional agencies are needed or may be cancelled. The

University Police Department consists of a force of certified police officers, providing 24-hour coverage. Emergency phones are in each of the four gazebos on the Campus Green. An important component of on-campus safety and security is student behavior. Students are expected to comply with the standards of conduct published and distributed through the Student Activities Office (SAO) and online.

REPORTING CRIME AND OTHER EMERGENCIES ON CAMPUS

The UAFS Police Department will respond quickly to any request for assistance. Response time is based on current activity and the severity of the call. Crimes in progress, traffic accidents, and medical assists have a higher priority than other types of calls.

It is important to report criminal incidents and emergencies promptly and accurately. If a crime is not promptly and accurately reported, evidence can be lost, leads missed, and a suspect could get away. If you witness a crime or an emergency situation, contact the UAFS Police Department promptly, and answer questions as accurately as possible. The investigation and response to these incidents will only be as good as the information received.

UAFS’s Police Department can be contacted by telephone, emergency/information phones, in person, and by e-mail. By telephone, the department may be reached at its emergency number 479-788-7140, or the office number 479-788-7141. The emergency phone stations located in the gazebos on the Donald W. Reynolds Campus Green will automatically dial the UAFS’s Police Department emergency number when activated. Most elevators in campus buildings also contain emergency phones, which provide a direct connection to the department. UAFS Police Department officers in vehicles, on foot, or on bicycles, are eager to be of assistance and may be contacted directly. E-mails may be sent directly to University Police (upd@uafs.edu).

UAFS Police Department officers are in radio contact with the Fort Smith Police Department.

For emergencies involving the need of immediate ambulance, fire department, or armed law enforcement response, call 911

immediately and then notify the UAFS Police Department as described above.

CAMPUS AND COMMUNITY NOTIFICATION OF CRIMINAL ACTIVITY

If there are crimes occurring on the UAFS campus that will continue to endanger or affect the campus community, public safety bulletins will be published and posted on the UAFS LionsLink and Lions Alert. The bulletins will allow members of the campus community to know what is currently happening so they can better protect themselves.

Information about the department, services provided, and related resources concerning safety and security can be obtained by contacting a UAFS Police Department officer, or e-mail the UAFS Police Department with questions or information.

The UAFS Police Department maintains a daily crime log that is available for viewing upon request at the UAFS Police Department during regular business hours.

BUILDING ACCESS

University buildings are opened by 6:00 a.m. and secured after 9:00 p.m., Monday through Friday. On weekends and holidays, the University Police Department will open and secure buildings and facilities at times fixed by the department directors and scheduled by the events coordinator. The University Police will not be responsible for opening and closing buildings and facilities on an individual or random request for access without proper authorization from the person responsible for that building. Students, including student employees, wanting access to buildings and facilities after scheduled hours or on weekends must first obtain access authorization to a building/room from the department head or his/her designee. Students must also have a valid Lions ID Card. Any person who cannot properly identify themselves will be considered unauthorized and will be asked to vacate the premises.

Persons authorized to be in the building may be accompanied by family members. Children should not be permitted to roam unattended through the building. Pets will not be permitted in the buildings. If there is a specific need for a student to be in the building after midnight, they must be accompanied by a member of the faculty, staff, or administration or have a note from the department head indicating the days and hours that they are authorized to use the facility. Policies may differ by departments concerning students studying/working after hours. Please check with the dean of the college.

During occasions when it is impossible to comply with this policy, the University Police should be contacted and special arrangements can be made.

COMMUNITY POLICING PHILOSOPHY

UAFS Police Department will play a vital role in the students learning and living at UAFS utilizing the Community Policing philosophy. The focus of community oriented policing is not simply on responding to crime, but on preventing crime and resolving community problems. The philosophy grows from the belief that the police and the community must work together as partners to solve the contemporary challenges faced in today's society. Officers work closely with other organizations and community groups to educate community members about potential hazards they may encounter and how to reduce the likelihood of becoming a victim of crime, to identify the

problems, concerns and fear of community members, to identify and eliminate hazards that may promote crime or disorder, and to improve the overall quality of life in the community.

CSUC - COLLABORATIVE EFFORTS FOR A SAFER UNIVERSITY COMMUNITY

OBJECTIVES:

- We are committed to developing programs that serve our university community, to create a greater sense of safety while working, attending school or visiting here at UAFS. We hope to leave a positive experience of our Police Department and the University.
- Forming partnerships, collaborative efforts, Playing a role in the educational process, empowering students to make a difference in their individual and community safety.
- Getting to know the community that we serve as a whole, prioritizing efforts, while developing partnerships within the university community.

PROGRAMS UNDER THE COMMUNITY POLICING INITIATIVE:

- Common Threat (Larceny prevention, alcohol consumption, sexual assault awareness, Facebook safety).
- Watch that Lion (Pedestrian Safety)
- Safety Seminars
- Who Knew (Collaborative effort between Judicial Affairs and Police)
- 3-2-1 Contact (Informative sessions with students)
- University Crime Watch
- All are One(Public Awareness)
- University Community Watch
- Den Watch
- Safe Walk
- Lone Lion
- Lock out Auto Crime

THE UAFS POLICE DEPARTMENT WILL BE CONDUCTING THE NORMAL SAFETY PRESENTATIONS AS REQUESTED:

- Alcohol Awareness
- Active Shooter Training
- General Safety Training
- Bicycle Safety
- Carjacking Prevention
- Date Rape Prevention
- Sexual Assault Prevention
- Domestic/Relationship Violence Prevention
- Facebook Safety
- Fire Safety
- ID Theft Prevention
- Cybercrimes

ADDITIONAL SERVICES:

- Emergency and courtesy phones located across campus
- Vehicle unlocks
- Jump-start vehicles
- Crime prevention information for groups and individuals
- Security surveys
- Non-criminal fingerprinting (job applications, security clearances)

TABLE OF CONTENTS

THE R.A.D. PROGRAM

- A unique self defense system designed for women, ages eleven and up.
- The only woman's self defense course endorsed by The International Association of Campus Law Enforcement Administrators
- No prior martial arts training is required.
- Each participant is given a RAD manual.
- The basic course consists of nine hours of awareness and physical training.
- At the conclusion of the physical training, students may participate in dynamic simulations. The simulations will allow students to utilize the learned techniques.
- With the permission of the class, the simulations will be videotaped.

- Debriefing occurs at the close of the final class with a review of the video.
- Participation in the simulation is voluntary.

DISCLOSURE OF CAMPUS CRIME STATISTICS

The University is located in the city of Fort Smith, Arkansas, and Fort Smith Police Department officers travel around and through the campus each day. In addition, Fort Smith Police Department officers may assist officers from the UAFS Police Department when their assistance is requested. During their travels on campus and during those times when their assistance is requested, Fort Smith Police Department officers have full authority to make arrests for violations of the law. To view the campus crime statistics for the previous three years, please see our website at uafs.edu/upd/clery-act.



PHYSICAL HEALTH

TABLE OF
CONTENTS

Chronic Communicable Diseases

UAFS places a high priority on the need to prevent the spread of chronic communicable diseases on campus. Because there is currently no cure or vaccine for acquired immune deficiency syndrome (AIDS), or many types of hepatitis, prevention of transmission is essential. Approximately one to two percent of middle class Arkansans under the age of 20 will test positive for tuberculosis (TB), a disease of the lungs. The transmission risks of chronic communicable diseases such as AIDS, hepatitis, and tuberculosis can be greatly reduced by providing a program of education on prevention to students and employees. Equally important is to establish a policy regarding victims of chronic communicable diseases which safeguards individual rights while protecting others on campus from needless, careless exposure. Consequently, the following guidelines are hereby instituted:

1. Individual Responsibility

A student who has a chronic communicable disease or who is a carrier of a chronic communicable disease may attend the University and participate in programs and activities whenever, through reasonable accommodation, there is no significant risk of transmission of the disease to others. A student who has a chronic communicable disease or who is a carrier of a chronic communicable disease may be denied admission to, or may be dismissed from, a particular program or course of study whenever such chronic communicable disease presents significant risks of transmission having a direct effect on the student's ability to perform effectively, thereby rendering the student not qualified for the program or course of study.

No other person who has a chronic communicable disease or who is a carrier of a chronic communicable disease shall be denied the use of University facilities or services whenever, through reasonable accommodation, there is no significant risk of transmission of the disease to others. Willful or careless exposure of other persons by an individual who has or is a carrier of a chronic communicable disease is a reckless, inconsiderate, negligent act which endangers everyone. If it is determined that

a person has or is a carrier of a chronic communicable disease and that person has not taken adequate precautions to prevent transmission of the disease to others, then that person will be subject to dismissal from the University.

2. Reporting Procedures

Students shall notify the Vice Chancellor for Student Affairs if they have or are carriers of a chronic communicable disease. Such notification allows the University to evaluate each individual case and take the necessary precautions to minimize the risk of transmission to others. Students who suspect they are suffering from TB or another chronic communicable disease must contact their doctor immediately. Local county health department units will be informed of all confirmed TB cases. Additionally, students are required to notify the Vice Chancellor for Student Affairs if TB is confirmed. The campus response to reported TB cases on campus will be fully coordinated with the Sebastian County Health Department. Students and faculty who shared classroom or office space with the individual will be notified. Confidentiality of the student will be protected. International students, as a part of the application for admission process, are required to obtain a medical doctor's certification that no symptoms of the disease are present. Following enrollment and in accordance with ACT 96 of 1913, international students are required to do additional testing to confirm the absence of TB symptoms.

A confidential appointment with the Vice Chancellor for Student Affairs may be arranged by calling 479-788-7310.

Immunization Record

The Arkansas Department of Health (ADH) pursuant to Act 141 of 1987 requires that full-time students and students housed on campus MUST provide the University with proof of immunization against measles, mumps, and rubella. Proof of immunization, immunity, a medical or non-medical exemption, or birth before 1957 must be provided before being admitted to

the University. The following are acceptable proof: immunization record from another educational institution, a licensed medical doctor, or an authorized public health representative, or military service showing the dates MMR shots were given

. UAFS requires this of all incoming students.

Proof of immunization is waived only upon receipt by the Records Office of an authorized exemption from ADH for medical, religious or philosophical reasons. Waiver form can be requested by emailing the Arkansas Department of Health at immunization.section@arkansas.gov. These forms must be completed, notarized, and mailed to the ADH at 4815 W. Markham, Mail Slot 48, Little Rock, AR 72205. If approved the ADH will then send a letter confirming exemption and term to the student. It is the student's responsibility to bring this letter to the Records Office. This exemption must be renewed annually.

- Proof of a birthday date prior to January 1, 1957, will be accepted in lieu of receiving vaccine. Students must provide

a copy of birth certificate, current driver's license, or other state or federal issued ID showing their date of birth to the Records Office.

- A hold will be placed on a student's record until the required documents are received.
- Immunization records presented for admission become part of the student's permanent record and the property of UAFS and are not reissued.

Act 1233 of 1999 requires colleges and universities to inform students of the increased risk of meningococcal disease (commonly called meningitis) for those who live in close quarters. UAFS recommends that all students living in residence housing receive a meningitis vaccine. Students should contact their health care provider for information on this vaccine.

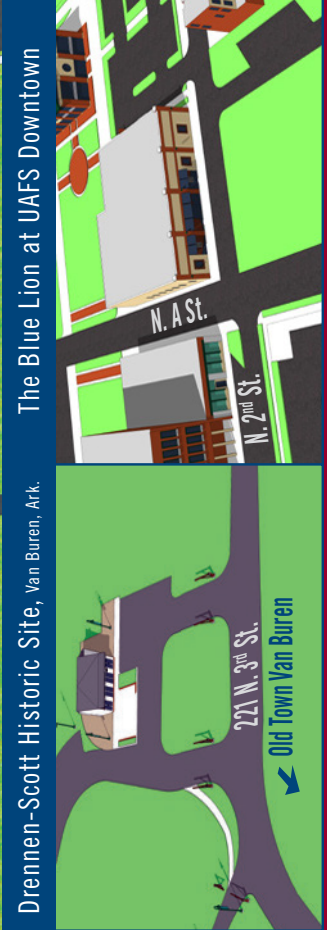
A special acknowledgement is given to Indiana State University, Idaho State University, and the University of Arkansas – Fayetteville for allowing the University of Arkansas - Fort Smith to utilize excerpts from their Student Handbook.

5210 Grand Ave.
P.O. Box 3649
Fort Smith, AR 72913-3649
888-512-5466
479-788-7000
UAFS.edu



Legend

- A** Parking Lot
- !** Police Call Station
- Fort Smith Transit Bus Stop
- Bike Rack
- University Police Department



The Blue Lion at UAFS Downtown

Drennen-Scott Historic Site, Van Buren, Ark.

Old Town Van Buren