

THE UNIVERSITY
OF MISSISSIPPI



BOOK

2012 - 13

The University of Mississippi

Creed

The University of Mississippi is a community of learning dedicated to nurturing excellence in intellectual inquiry and personal character in an open and diverse environment.

As a voluntary member of this community:

- I believe in respect for the dignity of each person.
- I believe in fairness and civility.
- I believe in personal and professional integrity.
- I believe in academic honesty.
- I believe in academic freedom.
- I believe in good stewardship of our resources.
- I pledge to uphold these values and encourage others to follow my example.

“As soon as you are matriculated, you are a part of the University and ‘Ole Miss’ is your Alma Mater. You are fully entitled to the rights and privileges which she offers, and responsible now for the upholding of her good name.”

1931-32 M Book

Preface

About This Book

The M Book, The University of Mississippi Handbook of Standards, is published by the Office of the Dean of Students for the benefit of all students at The University of Mississippi. Every student enrolled at the University is expected to become familiar with the contents of this book. The M-Book serves only as a complement to the University Policy Directory and both the Graduate and Undergraduate Catalogs. While this book is a compilation of many different policies, students should understand that this publication is not a complete listing of University policies but only a guide to assist students with understanding their rights, responsibilities, obligations, and the operating order of the University. Furthermore, students should understand it is their responsibility to become familiar with all policies governing this institution. For a complete listing of policies governing The University of Mississippi, please visit the University Policy Directory.

University Policy Directory

<https://secure.olemiss.edu/umpolicyopen/index.jsp>

The University of Mississippi Policy Directory is a collection of policies governing both academic and nonacademic business conducted at this institution. The policies listed on the University Policy Directory are official and subject to change at any time. Each policy is distinguished by a code made up of two sets of letters and two sets of numbers. The first three letters distinguish the University division; for example **DSA** stands for **Division of Student Affairs**. **ADM** represents **Administration and Finance**. The second set of letters distinguishes the department or area within that division. For instance, **DS** represents **Office of the Dean of Students**. **FA** represents **Financial Aid**. The two sets of numbers represent the individual policies within that department or area. When you see the policy **DSA.DS.200.004** you know by the first three letters this is a policy within the **Division of Student Affairs**. The second set of letters lets you know it is within the **Dean of Students** area and the numbers distinguish between the departmental policies. This policy, **DSA.DS.200.004**, actually outlines the University's policy against **Disorderly Conduct** by students.

Use this book as a guide but make sure you check the Policy Directory for all current and updated policies at The University of Mississippi.

Don't try to study with a picture of Mary in front of you, because she is much more interesting than Math and you may flunk.

—M-Book 1929-30

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Section I

Academic Policies, Standards, and Regulations

Academic Regulations

ACA.AR.100.001

The regulations published in the Undergraduate Catalog are a digest of the rules of the institution. Changes may be made in the regulations at any time to promote the best interests of the University and its students. Students are responsible for knowing the published regulations, policies, and standards of the University and of their college or school.

To be sent away from the University for cheating is a disgrace that will stigmatize a student in the eyes of his fellow students for life.

—M-Book 1934-35

Academic Conduct and Discipline

ACA.AR.600.001

Academic Discipline

The broad purpose underlying student discipline is to order University living in such a way that the interests of the student body as a whole and of the individual members are best served. The University's responsibility extends to the conduct of all students on the campus of the University. The University reserves the right to sever the connection of any student with the University for appropriate reason. When a situation of a disciplinary nature arises, every effort is made to discover the reasons underlying the behavior in question so that constructive steps for the future may be taken. The standards of conduct and disciplinary procedures are

Academic Conduct

Standards of Honesty • The University is conducted on a basis of common honesty. Dishonesty, cheating, or plagiarism, or knowingly furnishing false information to the University, are regarded as particularly serious offenses. Disruptive behavior in an academic situation or purposely harming academic facilities also is grounds for academic discipline.

Disciplinary Procedures • In the College of Liberal Arts and in the Schools of Accountancy, Applied Sciences, Business Administration, Education, and Journalism and New Media, faculty members handle cases of academic dishonesty in their classes by recommending an appropriate sanction after discussion with the student. Possible sanctions include: failure on the work in question, retake of an examination, extra work, grade reduction or failure in the

course, disciplinary probation, or suspension or expulsion from the University. An appeals process is available to the student. A more complete statement concerning definitions, offenses, penalties, and grievance procedures is found below.

The Schools of Engineering, Law, and Pharmacy, deal with disciplinary infractions through their student bodies, which maintain Honor Code systems.

Examples of Academic Misconduct

Plagiarism. Plagiarism is a serious offense in which someone else's work is presented as one's own. There are many forms of plagiarism. Plagiarism takes place when published material is copied verbatim or paraphrased without appropriately citing the source of material, and is not limited to copying the exact words from published material. Forms of plagiarism include, but are not limited to, copying published material verbatim, paraphrasing the work of another without properly citing that work, keeping the content and/or structure of another's work and changing the words, and unfairly using material, such as taking large portions of another's work without substantial addition of one's own ideas or commentary. (For more specific examples of plagiarism, please visit http://www.plagiarism.org/learning_center/types_of_plagiarism.html.) In addition to these examples of plagiarism, a student who copies another's homework, copies answers to test questions, or allows someone else to do work for him/her on homework or tests also violates the standards of honesty and fairness and is subject to academic discipline.

Using someone's work. A student who misrepresents the work of another as his/her own is engaging in academic misconduct. For example, handing in a paper purchased from a term paper service, using a paper prepared by another, or engaging another person to take a test (class-related or standardized, such as the GRE) in his/her stead, are examples of academic misconduct. This type of academic misconduct applies to all disciplines and fields of study.

Knowingly allowing someone else to represent your work as his/her own. By letting someone else use your work, there are at least two people involved: the person who does the work and the person who falsely represents that work as her or his own. Both are subject to academic discipline.

Gaining or attempting to gain an unfair advantage. Violations of the University's standards of honesty include possession, or an attempt to gain possession, of a test prior to its being given. An attempt to gain possession does not imply that one must physically have an original of the test or assignment. Other violations include, but are not limited to, accessing computer files; breaking or entering a locked or unoccupied office in an attempt to gain an unfair advantage; using a cell phone or other device to obtain materials from websites or other students; using reference materials that have not been allowed by the instructor; using handwritten or printed notes during a "closed book/closed notes" test; stealing books or other materials from the Library, Museums, Computer Center, or other University facilities; removing pages from University owned books or journals; and/or employing bribery, intimidation, or harassment in an attempt to gain unfair advantage.

Giving false information or altering documents. Falsely attesting that work has been accomplished when it has not been, falsely attesting that functions or classes were attended that were not attended, and altering answers to test questions after the tests have been graded and returned are examples of giving false information. Altering grade report forms or changing grade forms or class rolls, either in their physical or electronic (computer file) form, and altering, falsifying, or misusing any other University documents also constitutes a violation

of expected standards of honesty. Falsifying research data or other scientific misconduct also may be considered a violation.

Disruptive behavior. Disorderly behavior that disrupts the academic environment violates the standard of fair access to the academic experience. Some examples of disruptive behavior are purposeful acts, such as “shouting down” a seminar speaker, physically or verbally harassing an instructor or fellow student, or engaging in any type of disruptive behavior in a class situation that interferes with the ability of the professor to teach or other students to learn.

Harm to the facilities that support the academic environment. A student who purposely harms the facilities that support the academic environment may be subject to academic discipline. Damaging books, laboratory equipment, computers, and other facilities violates the standard of fair access to the academic experience.

Violations are not limited to the areas and examples given. The academic discipline procedure may be invoked whenever the principles of honesty and fairness are violated and/or the facilities that support the academic environment are harmed. The examples given above are illustrative only (it is impossible to delineate or cite every possible violation), and any act that violates the principles of honesty and fairness may be subject to academic discipline. Some acts, such as sabotage of another student’s work or sabotage of an instructor’s records, may not fall neatly into any one of the six areas listed above but are subject to academic discipline if found damaging to the academic environment at The University of Mississippi.

Procedures Related to Academic Misconduct Charges

Faculty Discussion with Student

When a faculty member believes that a student has committed an act of academic dishonesty, he/she shall seek to discuss the alleged violation with the student as soon as possible and give the student an opportunity to explain. If the faculty member still believes the student committed an act of academic dishonesty after discussing the matter with the student, the faculty member may recommend an appropriate sanction, such as grade reduction, retake of a test or examination, extra work, failure in the course, suspension, expulsion, or a combination of these or other sanctions. The faculty member shall inform the student of the recommended sanction either within the communication described above or a separate communication. Note that if the student does not respond to communications from the faculty member, the matter may still proceed.

Initiation of Case and Notification to Student

If the alleged violation of the academic discipline policy occurred as part of a course, the instructor of record shall initiate an academic discipline case through the myOleMiss web portal by choosing the appropriate selection within the course under the Class Rolls and Grades menu. If the alleged violation occurred outside of the structure of a course, e.g., comprehensive exams, the appropriate faculty member, or program, department, or college/school official, shall initiate the case within the myOleMiss system by accessing Students > Academic Discipline > Initiate Academic Discipline Case.

Initiating an academic discipline case requires the person initiating the case to provide a written report of the alleged incident, including information regarding the communications

with the student described above, as well as indicate, using the drop down menus, the recommended sanction. The faculty member also is asked to indicate whether the student accepted the sanction. If there are documents related to the case, the system provides the faculty member with directions on how to upload those documents, and such uploaded documents become a part of the case that is accessible online through the myOleMiss portal.

Once a case is initiated, email notifications of the matter are automatically sent by the online system from a Provost's Office representative to the following: the student, faculty member initiating case, department chair, dean of the school or college in which the course was offered (if initiated case was related to a course), student's academic dean (if different from above or alleged violation not associated with a course), Provost's Office representative, and chair of the Academic Discipline Committee. For cases that include a recommended sanction of probation, suspension, or expulsion, the following also will receive the email notification: Registrar's Office representative(s), the provost, and the vice chancellor for student affairs. If the case initiated involves the alleged actions of a graduate student, the dean of the Graduate School will receive the email notification as well. The email will contain a link to the accessible case information online. If the instructor of record is a graduate student, he/she may need to access the system with the assistance from his/her department chair.

In addition to the email notifications referenced above, if the recommended sanction is probation or suspension, the provost shall direct the registrar to inform the student of the sanction imposed via letter. If the recommended sanction is expulsion, the provost shall inform the chancellor and the chancellor shall direct the registrar to inform the student of the sanction imposed via letter. The registrar will send such letters to the student's current mailing address with copies to the faculty member, department chair, and appropriate dean(s).

Challenge of Sanction by Student

The student may challenge the sanction recommended by a faculty member by logging onto the page linked in the email notification and submitting a written appeal through the online system within 14 calendar days of the case being initiated. The student's written appeal request shall state, as simply as possible, why the faculty member's decision is unacceptable. Failure to make an appeal within this 14-day time period shall constitute a waiver of the appeal right and shall result in the sanction becoming final as recommended and the case is considered complete, except as noted below in cases in which the sanction includes probation, suspension, or expulsion.

Academic Discipline Committee Procedures

If a student presents a timely appeal, the appeal will be reviewed by the Academic Discipline Committee, whose membership includes faculty, staff, and students, and the composition of which as of the beginning of any academic year may be found in the MyOleMiss portal by accessing the Committees > Standing Committees menu. The Academic Discipline Committee first shall review the appeal to determine whether a formal hearing is warranted. The chair of the Academic Discipline Committee may appoint a three-person subcommittee to make this determination or ask the full committee to participate in that part of the review. If the Academic Discipline Committee determines that a hearing is not warranted, then the full committee shall vote, based upon written statements and documentation submitted by the student and faculty member, on whether to uphold the recommended sanction, dismiss the case, decrease the sanction, or increase the sanction.

If the Academic Discipline Committee determines that a formal hearing is not warranted, the chair of the Academic Discipline Committee shall enter that decision, along with the determination regarding the sanction, into the online system, which will generate another set of automatic emails to those who received the initial email notifications regarding the case. The decision of the Academic Discipline Committee may then be viewed as part of the case by logging into the page linked in the email.

If the Academic Discipline Committee determines that a formal hearing is necessary, the chair of the Academic Discipline Committee will work with the student and members of the Academic Discipline Committee to arrange a time and place for the hearing. If a student appeals and the sanction involves suspension or expulsion, the student will be granted a hearing automatically.

Advocate/Legal Counsel and Witnesses

The student and faculty member initiating the case shall be permitted, at his/her expense, to have an advocate or legal counsel provide support for him or her at the hearing and through all other stages of the academic discipline process. The role of the advocate or legal counsel shall be limited to an advisory capacity only. The advocate or legal counsel may not make opening or closing statements, question witnesses, make oral argument, or otherwise speak a party's behalf or to the party during the hearing process. The student or faculty member initiating the case may present witnesses or other evidence, question opposing witnesses, and make opening and concluding statements on his/her own behalf. The student and faculty member initiating the case shall provide the chair of the Academic Discipline Committee, within 72 hours prior to the hearing, the names of any advocate, legal counsel, and witnesses, as well as documentation he or she intends to present at the hearing that is not available or been uploaded through the online system.

Recording of Committee Hearings

Hearings before the Academic Discipline Committee shall be recorded. The recording shall be preserved until the time for all avenues of appeal available to the student have expired. At the student's request, and at his/her own expense, copies shall be made available.

Approval of Sanction Possibilities

The Academic Discipline Committee shall have the right to approve the faculty member's recommended sanction, impose a lower sanction or no sanction (i.e., dismiss the case), or impose a harsher sanction than recommended by the faculty member. Sanctions available to the Academic Discipline Committee may include, but are not limited to, one or a combination of the following penalties:

- (a) The student receives a reduced grade, F, or zero on the assignment.
- (b) The student receives a reduced grade or an F in the class.
- (c) The student is required to take another test or examination.
- (d) The student is required to submit another term paper, computer project, etc.
- (e) The student is placed on academic disciplinary probation.
- (f) The student is suspended.
- (g) The student is expelled.

Vote of the Academic Discipline Committee

To find a student responsible to a violation of the Academic Conduct and Discipline policy, a majority vote of the members of the Academic Discipline Committee hearing the case is required based on the preponderance of the evidence standard. The chair of the Academic Discipline Committee shall upload a written decision through the online system within five working days of the completion of the hearing. The written decision shall contain findings of fact and conclusions. Entering the decision into the online system will generate another set of automatic emails to those who received the initial email notifications regarding the case. The decision of the Academic Discipline Committee may then be viewed as part of the case by logging into the page linked in the email. Decisions of the Academic Discipline Committee are final, and no further appeal may be made, unless the final sanction includes suspension or expulsion.

Sanctions including probation must be reviewed by the provost. If the final sanction following appeal to the Academic Discipline Committee includes suspension or expulsion, student shall have the right to appeal this sanction in writing to the chancellor within five working days of the student's receipt of the written decision of the Academic Discipline Committee's, or, if the case was initiated against a graduate student, of the dean of the Graduate School (see next paragraph). The chancellor shall review the record and make a written decision upon the record as submitted. The student and his/her representative are not entitled to present additional evidence and argument to the chancellor. Upon making a decision, the chancellor shall notify the student, faculty member, department chair, appropriate dean(s), chair of the Academic Discipline Committee, representative(s) of the Registrar's Office, and provost, of his/her action.

In cases involving graduate students, a committee finding that no act of academic dishonesty was committed is final, but the dean of the Graduate School shall review all committee decisions recommending sanctions and penalties, including decisions recommending the penalties of probation, suspension, or expulsion. In reviewing the committee's decision, the dean of the Graduate School shall consult with the dean of the college or school in which the course was offered, and, if different, the dean for the graduate student's degree program. The dean of the Graduate School's review of the committee's decision shall be on the record and without any right by the graduate student or his or her counsel or representative to present additional evidence or argument. The dean of the Graduate School shall, by written decision, affirm, modify, or reverse the committee's action within 10 working days of his or her receipt of the committee's written decision. The dean of the Graduate School shall notify the graduate student, faculty member, department chair, appropriate dean(s), chair of Academic Discipline Committee, representative(s) of the Registrar's Office, and provost, of his or her written decision

Written Report of Outcome

If the sanction is suspension or expulsion, the provost shall provide a written report of the outcome to the student, faculty member, department chair, appropriate dean(s), the registrar, and the vice chancellor for student affairs. This written report shall not be provided until the appeals process is completed.

Attendance in Class Pending Outcome of Appeal

A student may not drop a course when an academic discipline case has been initiated. A student who has been informed that a grade penalty of failure in course has been imposed shall be

immediately dismissed from the class involved unless the student plans to appeal the penalty.

In the event of an appeal, the student may continue to attend the class until the appeal process has been concluded. If the appeal occurs at the end of a term, the faculty member will assign the student a grade of I (incomplete) while the appeal is pending.

Penalties

The academic discipline penalty for the commission of any offense in most cases will be failure in the course. If the academic penalty is a grade of D or F in the course, Policy Code ACA AR 200.003 on the Forgiveness Policy will apply: “The forgiveness policy cannot be used to remove grades given for reasons of academic discipline.”

However, other penalties, such as lowering a grade, disciplinary probation, suspension and/or expulsion, may be recommended by the Academic Discipline Committee.

In the case of repeat offenders, the provost or the dean of the school/college of the student involved may seek to impose additional penalties.

Academic Disciplinary Probation

When a grade penalty is not appropriate, a probation may be imposed for a specific period and constitutes a warning that affects the student’s good standing in the University. Violations of regulations during the period may result in suspension or expulsion. The duration of any disciplinary probation period or any condition(s) or penalty(ies) recommended shall be in proportion to the seriousness of the violation and subject to the approval of the provost in the case of undergraduates or to the approval of the dean of the Graduate School in the case of graduate students. The provost or the dean of the Graduate School shall notify the student of his or her decision, with copies to the faculty member, department chair, appropriate dean(s), and Registrar’s Office representative(s), and chair of the Academic Discipline Committee.

Academic Suspension

Suspension results in the exclusion of the student from classes and other specified privileges or activities for a definite period of time. The duration of any suspension or any condition(s) or penalty(ies) recommended shall be in proportion to the seriousness of the violation and subject to the approval of the chancellor. All suspensions shall be permanently noted on the student’s transcript. The chancellor shall notify the student of his or her decision, with a copy to the faculty member, department chair, appropriate dean(s), provost, Registrar’s Office representative(s), and chair of the Academic Discipline Committee.

Expulsion

The student is deprived of his or her opportunity to continue at the University in any status. The penalty of expulsion is subject to the approval of the chancellor, who shall notify the student of his or her decision, with a copy to the faculty member, department chair, appropriate dean(s), provost, Registrar’s Office representative(s), and chair of the Academic Discipline Committee. A notation shall be placed on the student’s transcript.

Academic Grade Appeal Procedure

ACA.AR.600.002

The grade appeal procedure is designed to provide an undergraduate or graduate student at The University of Mississippi with a clearly defined avenue for appealing the assignment of a course grade he/she believes was based on prejudice, discrimination, arbitrary or capricious action, or other reasons not related to academic performance. The student's request for a grade appeal may be taken successively to the professor, the chair of the department in which the grade was given, and the dean of the school or college to which the department belongs, with a possible resolution of the conflict at any stage. Either the student or the professor may appeal a decision made at the dean's level by making a written request for a review by an Academic Appeals Committee. A final grade is the professor's evaluation of the student's work and achievement throughout a semester's attendance in a course. Factors upon which the final grade may be based are attendance, recitation, written and oral quizzes, reports, papers, final examinations, and other class activities. There is a presumption that the professor who has conducted the course is professionally competent to judge the student's work, and in the absence of convincing evidence to the contrary, has evaluated it fairly. In all cases, the complaining student shall have the burden of proof with regard to all allegations in his/her complaint and in his/her request for review or hearing. If any party fails to pursue any step of the grade appeal procedure within its allotted time, the disposition of the case made in the last previous step shall be final. All correspondence and records shall be retained in the office in which the complaint is finally resolved. In any situation in which a graduate student wishes to appeal the results received on his/her comprehensive examinations, he/she should contact the dean of the Graduate School for a copy of the Graduate School Appeal Procedure, which shall apply in such a case. In the outline below and in the sections that follow, time periods in Steps 1 and 2 are in calendar days and are measured from the first day of the regular semester that follows receipt of the grade being appealed. That is, for a grade received for work done in a fall semester (including grades awarded in the fall for I's received from previous work), the time deadlines are measured from the first day of the following spring semester. For grades received for work done in a spring or summer semester, the time deadlines are measured from the first day of the fall semester. The remaining time periods are in calendar days and are measured from the date of an initiating action.

Outline of Grade Appeal Procedure and Time Schedules

Step 1. *Consultation With Faculty Member* An informal consultation with the faculty member must be initiated within 30 calendar days and must be completed within 45 calendar days.

Step 2. *Appeal to the Department Chair(s)* A written appeal must be submitted to the chair of the department in which the course is being appealed and to the chair of the department in which the student is majoring (if different). The department chair has 15 calendar days from receipt of the appeal to achieve resolution of the appeal.

Step 3. *Appeal to the Dean* A written request that the appeal be forwarded to the dean of the school or college in which the course was offered must be submitted to the department chair within seven calendar days following the end of the 15-day time period in Step 2. (In the case of a graduate student, the appeal is forwarded to the dean of the Graduate School.) The department chair must forward the request and pertinent material to the dean within five calendar days of receipt of the request. The dean must render a written decision within 15 days of receipt of the appeal.

Step 4. Appeal to Academic Appeals Committee Either the student or the faculty member may request a review by an Academic Appeals Committee. A written request must be submitted to the vice chancellor for academic affairs within 15 days of the receipt of the dean's decision.

Explanation of the Steps in a Grade Appeal

Step 1. Informal Consultation The student shall first consult with the faculty member in an effort to reach a satisfactory resolution of his or her appeal. It is a part of the professional obligation of members of the University faculty to meet with students who wish to avail themselves of this academic grade appeal procedure for the purpose of reviewing the grade assigned and attempting to resolve the matter. In the event that the student cannot schedule a meeting with the faculty member, the department chair may be contacted to schedule the meeting between the student and the faculty member. Informal consultation is a required first step, and no further grade appeal is permitted unless informal consultation is first attempted. The only exception to this procedure is when the faculty member no longer is employed by the University or is otherwise unavailable so that it is impossible to complete Step 1. In this case, the student may proceed directly to Step 2. Step 1 must be initiated within 30 calendar days of the beginning of the regular semester following receipt of the grade being appealed.

Step 2. Appeal to Department Chair If the matter is not resolved in Step 1, the student may present an appeal in writing to the chair of the department in which the course was offered within 45 calendar days from the beginning of the next regular semester after the grade was received. The department chair shall attempt to resolve the appeal in consultation with the faculty member and the student within 15 calendar days of receipt of the written appeal. The department chair may counsel with the faculty of the department about the matter.

Step 3. Appeal to the Dean If the appeal cannot be resolved at the level of Step 2 within the 15-day prescribed time period, the student, within seven calendar days following the end of such period, may request in writing that the chair forward the appeal to the dean of the college or school in which the course was offered. In the case of a graduate student, the appeal is forwarded to the dean of the Graduate School. The chair must forward the student's appeal to the dean within five days. The chair shall provide the dean with a copy of all correspondence and records pertaining to the appeal. The dean may use any resource available to the dean's office to resolve the grade conflict within a 15-day period following receipt of the appeal. The dean shall communicate his/her decision to the student, faculty member, and department chair.

Step 4. Appeal to the Academic Appeals Committee Either the student or the professor may appeal the decision made under Step 3 within 15 days by submitting a written request to the vice chancellor for academic affairs for a review by an Academic Appeals Committee. In the event of such an appeal, the decision made in Step 3 shall be stayed pending the completion of the procedure in Step 4. The dean and the chair must be provided a copy of the appeal request. The written request for a review by an Academic Appeals Committee should state the factual basis for the appeal of the dean's decision. This request for appeal is the primary document setting forth the contention of either the student or professor that the decision made by the dean should be reversed. Therefore, this request for appeal should be carefully drawn and supported by attachments of all relevant documentary material. Upon receiving a request for a review by an Academic Appeals Committee, the vice chancellor for academic affairs shall appoint an Academic Appeals Committee composed of seven members constituted as follows: Appeals Committee for Undergraduate Students A chair; three faculty members, two of whom must be from the department involved; and three undergraduate students. Appeals Committee for Graduate Students

A chair, to be selected from the graduate faculty; three graduate faculty members, two of whom must be from the department involved; and three students selected from the Associated Graduate Student Body. The chair of the Academic Appeals Committee shall appoint a subcommittee that shall review all written requests for an appeal to determine if a formal hearing is warranted. If, in the opinion of the subcommittee, a formal hearing is not warranted, a decision on the appeal shall be made by the Academic Appeals Committee based upon written evidence submitted by the student and the faculty member. If the subcommittee finds that the student's or the professor's request merits a hearing, the chair of the Academic Appeals Committee shall notify all parties (student, professor, chair, and dean) in writing of the time and location of the hearing. The purpose of the hearing is to elicit information on which the committee may base a recommendation to the vice chancellor for action. It is not to be construed as a trial in a court of law. The hearing shall be closed. Both student and professor may provide any written materials they desire, and the committee may request additional material if it deems such necessary. Both the student and professor concerned shall be afforded the right to present witnesses or other evidence, question opposing witnesses, and make a concluding statement. No attorneys shall be permitted to represent participants in Academic Appeals Committee hearings. The Academic Appeals Committee shall tape record all hearings and preserve these tapes until all further avenues of appeal have expired. At the student's or faculty member's request and expense, copies of the tape shall be made available. When the committee has reviewed all documents and heard such testimony as it considers necessary to reach a conclusion, it shall adopt by majority vote a recommendation to be made to the vice chancellor for academic affairs. The recommendation should be either to sustain the action taken at the dean's level (Step 3) or to take some other action with respect to the grade that is being appealed. The committee may (1) recommend that the grade remain as it was originally assigned by the professor, or (2) report that in the judgment of the committee the original grade was arbitrarily or capriciously assigned and recommend that another designated grade be given. The recommendation of the committee should be in the form of a letter to the vice chancellor for academic affairs and should contain as explicitly as the nature of the case will allow the grounds on which the recommendation of the committee is based. The chair of the committee shall send copies of the committee's letter to the vice chancellor for academic affairs and to the student, professor, department chair, and dean.

Step 5. *Final Decision by Vice Chancellor for Academic Affairs*

The vice chancellor for academic affairs shall make the final decision, utilizing any resources to assist in deciding the appeal.

The vice chancellor shall have the right to allow the assigned grade to stand or to raise or lower the assigned grade. He/she shall inform all parties involved, including the Academic Appeals Committee, of his/her final decision on the matter.

Retention of Records

As part of the University's grade appeal procedure, faculty members are required to keep grade-related materials until the completion of the next regular (spring or fall) semester. Material that applies to an ongoing grade appeal process must be retained for six months following completion of the grade appeal process. In this section, "grade-related material" refers to examinations, projects, term papers, records on grades, attendance records, and other material that is used in the grading process and is not returned to the student. If materials are returned to the student, a student desiring to appeal must present any tests, examinations, term papers, or other graded material that form the basis for his or her appeal.

Examinations and Last Week of Class

ACA.AR.200.002

Regulations Governing All Examinations • A student's failure to appear for an examination without an acceptable excuse, inability to present valid identification, absence from the room during the course of an examination without the consent of the examiner, or attempting any portion of an examination without submitting his or her answers shall result in failure of the examination. Tardiness beyond 15 minutes forfeits a student's right to an examination.

Final Examinations • A final examination, to be given at the time posted in the examination schedule, is required in each undergraduate course, unless the appropriate chair and dean have approved an exception. A student who has three or four final examinations in one day may arrange with the course instructor to take the noon or 7:30 p.m. examination at another time. In order to give a final examination at any time other than that shown in the posted examination schedule, an instructor must have prior approval of the department chair and dean.

Last Week of Class • The following guidelines exist to allow sufficient time for students and instructors to prepare for final examinations. These guidelines apply to the week preceding final examinations for undergraduate courses held during Fall and Spring semesters.

During the period of Wednesday through Friday of the last week of class, instructors are not to give exams, tests, or quizzes that contribute more than 10% of the final grade for a class. An instructor can obtain approval of the department chair and dean to give an exam, test, or quiz, of this weight, during this three day period. Instructors should return graded work and/or inform students of their grades on exams, tests, or quizzes prior to the beginning of finals week.

Exceptions to the above statement are automatically made for lab-based courses, technical writing courses, seminar courses that assign a term paper, and senior design courses that assign a multi-faceted project in lieu of a final exam. Major projects of the above types, which contribute more than 10% of the final grade and which are due during this Last Week period, should be assigned in the syllabus at the beginning of the semester and any substantial change in the assignment should be made known to students before the drop deadline.

Credits and Grades

ACA.AR.200.003

The Semester Hour • A semester hour is a unit of credit earned for academic work that includes no less than one hour of classroom or direct faculty instruction AND a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester (or the equivalent amount of work over a different amount of time); OR a semester hour is a unit of credit earned for an equivalent amount of work, as required above, for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours. A typical three-hour course requires a minimum of 2250 contact minutes each semester. For courses taught in an online and/or asynchronous format, the amount of instruction and student work must be equivalent to that for a traditional course.

Class Attendance • The philosophy of the institution is that students who attend class learn more than those who do not attend regularly and that grades are a reflection of learning. Furthermore, the policy below affirms that faculty and students share important responsibilities for the quality of the overall in-class learning experience.

Responsibility of instructors: It is the responsibility of the instructor to determine the attendance guidelines that best promote learning in a particular course. On or before the first meeting of each class, the instructor is expected to articulate and inform students in writing via a course syllabus about specific class attendance requirements. Procedural information and best practices for constructing course attendance policies are given in the Guidelines for Class Attendance, which is posted on the institution's policy directory. In general, instructors should exercise fair and consistent standards in determining when to excuse an absence and/or when to provide accommodations for missed major exams and assessments. An excused absence or accommodation must be provided to students who miss class to observe a recognized religious day or to fulfill a civic responsibility (e.g., jury duty or military service).

Responsibility of students: It is the responsibility of the student to comply with the class attendance guidelines/policies and complete assignments, including those that involve out-of-class or online participation. Students are responsible for informing instructors in advance about anticipated absences. Students should recognize that individual sections of a course may be taught differently and that the attendance policy for individual sections of a course may not be the same.

Aside from the learning opportunities missed due to absences from class, there are cases when a class absence or multiple absences may result in a student being dropped from a course or dismissed from the University. Specifically,

1. Students must attend the first meeting of every course for which they are registered, unless they obtain prior departmental approval. Without such approval, a student who is absent from the first class meeting may be dropped from that class by the dean of the school or college with the responsibility for the course.
2. A student who incurs excessive absences in a given course may receive a grade of F for the course, and, in addition, may be dismissed from the class upon recommendation of the instructor and approval by the student's academic dean. When it appears to an instructor that a student has discontinued a class without officially dropping the course, the instructor will report this fact to the student's academic dean. The university reserves the right to dismiss from the university any student who has been excessively absent from multiple courses.

Faculty and staff who supervise student organizations and teams, including NCAA sports teams, are expected to schedule competitions and performances in such a way as to minimize the number of classes that students will miss. Names of participating students and the dates of class conflicts should be provided to the students' instructors prior to participation. Students and instructors should attempt to resolve potential conflicts regarding class attendance before the semester course withdrawal deadline. In cases where absence from class results from travel delays or the unanticipated continuation of participation in a competition, the student or supervisor should inform the instructor *within one business day* so that reasonable accommodations for absences due to university-sponsored activities can be made.

If a student informs an instructor in advance about an anticipated absence and the instructor decides not to provide an accommodation for a major exam or assessment, the student may appeal to the department chair or program director (or dean, when the instructor is chair or program director) who oversees the course. An appeal must be based on (a) failure of the

instructor to articulate a policy, (b) failure of the instructor to follow the articulated policy, or (c) failure by the instructor to offer a reasonable accommodation for a documented absence that caused a student to miss an assessment that is worth 20% or more of the course grade.

Pass-Fail Grading for Exercise and Leisure Activity Courses • The pass-fail basis is the only grading available for all one-hour (EL) exercise and leisure activity courses.

Grade Symbols • A final grade is the instructor’s evaluation of a student’s achievement throughout a semester’s work in a course. Factors upon which the final grade may be based include attendance, recitation, written and oral quizzes and tests, reports, papers, the final examination, and other class activities. The evaluation is expressed according to the following letter ABCDF letter system, with + and – adjustments possible for certain letter grades.

Passing Grades		Failing Grades	Other Marks
A	Excellent	F Failure	I Incomplete
A-			IP In Progress
B+	Good		W Withdrawn
B			X Audit
B-			
C+			
C	Satisfactory		
C-			
D			Lowest passing grade
P	Pass		
Z	Credit granted		

Grade Points and GPA • The grade-point average (GPA) is computed by dividing the number of A, B+, B, B-, C+, C, C-, D, F-graded hours attempted at The University of Mississippi into the total number of grade points earned at the university. Grade points per credit hour are assigned as follows: A = 4.0; A- = 3.7; B+ = 3.3; B = 3.0; B- = 2.7; C+ = 2.3; C = 2.0; C- = 1.7; D = 1.0; F = 0. For the purpose of certain prerequisites and degree requirements, a B average and C average are defined as a GPA of 3.00 and 2.00, respectively, unless a more specific requirement is indicated. Independent study courses are not included in the semester-based GPA calculation.

F Grade • The grade of F is recorded if the student has failed on the combined evaluation of work through the semester, or if the student officially withdraws from the course after the course withdrawal deadline and was failing the course at the time of withdrawal.

P Grade • The grade of P is recorded for a student who earns a passing grade after enrolling in an exercise and leisure activity course on a pass-fail basis. P grades are not used in computing the student’s GPA. F grades recorded for pass-fail course work are, however, computed in the GPA as F grades. The P grade is not used in determining whether a student qualifies to graduate with academic honors.

Z Grade • The Z grade is given to a student who earns a passing grade in certain courses for which the traditional grades of A, B, C, and D are deemed inappropriate. Courses for which the Z grade is authorized are denoted in the catalog listings; ABCD grades are not awarded in these courses. The Z grade is also given for advanced placement credit, for credit by

examination as in the College Level Examination Program, for credit earned in some Study Abroad courses, for credit based on Armed Forces experiences, and for credit earned in a course for which a student has appropriately exercised the “Z grade option” described below.

Z grades are not used in computing a student’s GPA; F grades recorded for Z-graded course work are, however, computed in the GPA as F grades. The Z grade is not used in determining whether a student qualifies to graduate with academic honors.

I Mark • The temporary mark of I (incomplete) is given to a student when, for unusual reasons acceptable to the instructor, course requirements cannot be completed before the end of the semester. The instructor will submit an I Mark Assignment Form online during final grade submission, which will detail the work to be completed and the deadline for completion. This information will be conveyed to the student via email. COURSE FAILURE OR UNEXPLAINED CLASS ABSENCES MAY NOT BE USED AS REASONS TO ASSIGN AN I MARK. I marks are not computed in determining a student’s GPA. If an I mark for an undergraduate student has not been changed to a regular grade before the course withdrawal deadline (the 30th day of classes) of the next regular semester (excluding summer terms), the I automatically changes to an F and is computed in the GPA. AN I MARK MAY NOT BE REMOVED BY FORMALLY ENROLLING IN THE SAME COURSE IN A SUBSEQUENT SEMESTER AT THIS UNIVERSITY OR ANY OTHER INSTITUTION.

IP Mark • The mark of IP (in progress) may be assigned to the first course in specifically designated course sequences whose nature is such that a regular grade would not be appropriate until the conclusion of the second course. Although a student’s course load reflects registration for the first course, both credit hours and grade points for the work done in both courses are assigned only upon completion of the second course. The IP mark is permanent, but is not used in computing the student’s GPA. Course sequences for which the IP mark is authorized are denoted in the catalog listings.

W Mark • The W mark is recorded if the student obtains authorization to withdraw from a course after the course withdrawal deadline and was not failing the course at the time of withdrawal. The W mark is not computed in determining the GPA.

The Z Grade Option • A current undergraduate student who is classified as a junior or senior may elect to take one course for credit toward the student’s undergraduate degree that would ordinarily be graded on an A, B+, B, B-, C+, C, C-, D, or F basis but for which the student will receive either a Z or an F grade. Upon making this election, the student will receive a Z grade for the course if the student earns the equivalent of a C or higher in the course; otherwise, the student will receive an F grade. To make this Z grade election as to a particular course, the student must obtain the approval of the student’s dean. The election may not be made as to the following courses: (1) a course that a student will use to satisfy university core curriculum requirements; (2) a course that a student will use to satisfy the required curriculum component of any major or minor course of study or any degree (that is, the courses specifically identified as required or the minimum semester hours in particular subjects or in a department indicated as required); and (3) a course that a student will use to satisfy any requirement of a major or minor course of study or degree that a minimum number of hours be taken in courses of a particular level or higher (e.g., 300 level or higher). If a student elects to take a course on a Z grade basis but then subsequently changes degree plans such that the course becomes one to which one of the foregoing exclusions apply, then the student must retake and receive credit for the course on an A, B+, B, B-, C+, C, C-, D, or F basis. A student who elects to take a course for a Z grade under this policy may rescind this election up through the last day for registering or adding classes, but not thereafter. Conversely, a student who registers to take a class offered

on an A, B+, B, B-, C+, C, C-, D, or F basis but would be entitled to elect to take the class on a Z grade basis according to this policy may make this election up through the last day for registering or adding classes, but not thereafter.

X Mark • The mark of X is recorded for the student who enrolls as an auditor in a course and who fulfills all requirements established by the instructor for auditing students. If the student does not meet the requirements, no recording of the course is made to the student's permanent record. The deadline for changing one's status in a course to or from "audit" is the course withdrawal deadline.

Change of Grade • A course instructor may change a reported grade only if the original grade was incorrectly assigned due to clerical or computational error, or if a student meets the requirements for the removal of an I mark.

Repeating a Course • No course may be repeated for credit if the prior grade received was an A, B, or C unless the course is specifically authorized for repeat credit, or unless a higher grade is required as a prerequisite for a specific course. A student may repeat a course if the first grade received was a D, F, Z, or P.

Credit may be applied toward a degree only once, unless the course is specifically authorized for repeat credit. All grades will remain on the student's permanent record and will be computed in the student's overall GPA, except when the forgiveness policy is invoked.

The Forgiveness Policy • A current undergraduate student may improve his or her overall GPA by repeating a maximum of two courses in which the student received a grade of D or F, and requesting that the repeat grade be the only one counted in the GPA calculation. The repeat must be in the same course, taken at The University of Mississippi in fall 1992 or later. The student must file a Petition to Invoke Grade Forgiveness Policy with the registrar, stating which one or two courses are to be forgiven. Once the student has declared a course, a different course cannot be substituted for it at a later date. The forgiveness policy cannot be used to remove grades given for reasons of academic discipline. Forgiveness of a course grade will not change notations concerning academic standing or honors in the student's official record for the semester containing the forgiven course.

Although both courses will remain on the student's permanent record, the last grade received will be the one used to determine credit towards a degree and GPA. The first attempt will be recorded with both the grade earned and the symbol R to denote that it has been repeated. The recalculated GPA will be used for determining graduation honors.

The forgiveness policy does not apply to students enrolled in the professional program in the School of Pharmacy for grades received in required professional courses as designated in the curricula for the B.S. in Pharmaceutical Sciences and Doctor of Pharmacy degrees.

*Be honest in the classroom,
regardless of what you may see others
who are careless of their honor doing.*

—M-Book 1935-36

Access to Students Educational Records

ACA.AR.700.001

The Family Education Rights and Privacy Act of 1974 (FERPA or the Buckley Amendment) is a federal law which governs access to the students' education records. This law grants students guaranteed access to their educational records; such access includes the right to inspect and review educational records, the right to obtain copies of the records (a copying fee may be charged), and the right to challenge or supplement information on file in order to prevent flawed interpretation. Certain records (i.e., medical records) are not deemed to be educational records and are therefore not accessible to students. Additionally, the Buckley Amendment prohibits the disclosure of "personally identifiable information" to third parties without the prior written consent of the student. Exceptions may be made only for University officials and others with legitimate educational interests. The University may disclose "directory information" unless the student notifies the University to the contrary. Directory information is defined as a student's name, address, telephone number, e-mail address, date and place of birth, major field of study, student activities, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most previous educational agency or institution attended by the student. If you have questions about the law or want more information, please contact the Office of the Registrar at (662) 915-7226.

Section II

Non-Academic Policies, Standards, and Regulations

Introduction to non-academic policies, standards, and regulations

The University of Mississippi is an academic community comprised of multiple constituencies including students, faculty, and staff. Membership within that community involves certain privileges, rights, and responsibilities. This section and the policies contained within it focus on the rights and responsibilities of Ole Miss students and contain the following subsections: Student Rights, Student Responsibilities, Nonacademic Discipline Policy, Personal and Organizational Misconduct, and Nonacademic Disciplinary Procedures.

STUDENTS' RIGHTS

Free Inquiry, Expression, and Assembly DSA.DS.100.001

Students at The University of Mississippi have the rights of free inquiry, expression, and assembly as guaranteed by the Federal and State constitutions.

Students are encouraged to freely examine and exchange diverse ideas both inside and outside the classroom. In doing so, however, students and others must comply with other, generally applicable, University policies.

Speaker's Corners. To facilitate robust debate and the free exchange of ideas, the University has established high visibility areas on campus as "Speaker's Corners" that may be used by any person including non-students and other campus guests. This use may be without permission from the University so long as the area has not been previously reserved or scheduled for a particular function, no sound amplification is used, and the participants do not violate other University policies. Designated Speaker's Corners include:

- a) the edge of the Union Plaza adjacent to the Grove,
- b) the area surrounding the flagpole in the Lyceum Circle, and
- c) the plaza in front of Fulton Chapel.

Although it is not necessary for a person using one of the designated Speaker's Corners to obtain prior permission from the University, the University encourages such persons to contact the Office of the Dean of Students for scheduling purposes to minimize possible conflicts.

Nothing in this section shall be interpreted as limiting the right of student expression elsewhere on the campus so long as the expressive activities or related student conduct does not violate any other applicable University policies.

Organized Student Demonstrations. If a student or student organization intends to initiate, sponsor, or host a demonstration or event that may draw a large crowd, require security, impede pedestrian or vehicular traffic, include a parade, march, or other similar activity, or pose a substantial risk of disrupting the functioning of the University or of violating any other University policy; the University requires the student or student organization to contact the Office of the Dean of Students in advance of the activity and complete a written Event Registration form, and if appropriate, a Grounds Use Request form,. A representative of that Office will work with the requesting student or student organization to either meet the request or find a suitable time and location that balances the rights of the requesting student or student organization with the rights of others and the University's educational mission. The purpose of this policy is not to designate University streets and common areas as a public forum or to accommodate demonstrations or protests by those who are not part of the University community (non-students and other campus guests). Rather, the purpose of this policy is to promote and facilitate student expression while allowing the University to make any necessary arrangements (such as arranging parade route, providing security) to assure such activities do not interfere with the University's mission and operations or with the rights of others. Should an outside group wish to conduct an organized demonstration or to demonstrate in areas other than one of the Speakers' Corners, the group should seek the sponsorship of a recognized student organization.

Handbills, Posters, Flyers, Banners, and Signs. Building mayors or other University officials may designate areas in classrooms and or in or around University buildings for students or student organizations who wish to post handbills, posters, flyers, banners, signs, and other similar items on campus. However, The University of Mississippi prohibits the posting or display of these items by students or student organizations outside of these designated areas, including on the exterior of any University building, telephone/utility pole, tree, sidewalk, window, trash can, or any other exterior surface located on the campus, including vehicles. Requests to post fliers within on-campus housing must be submitted to the Department of Student Housing.

Use of Chalk on Sidewalks. The University of Mississippi limits the use of sidewalk chalk, sidewalk art, or other sidewalk chalk displays to University messages in support of University sponsored events or activities. Sidewalk chalk should not be used on University structures and buildings, including but not limited to steps, verandas, porches, columns, and monuments.

Right of Privacy—Personal Information

DSA.DS.100.002

Students at The University of Mississippi have the right of privacy with respect to personal information.

The Family Educational Rights and Privacy Act of 1974 (FERPA or the Buckley Amendment) is a federal law that governs access to students' educational records, which are records that contain information directly related to a student that are maintained as official working files by the University. Under FERPA, students have the right to gain access to their educational records, and such access includes the right to inspect and review the records, the right to obtain copies of the records (a copying fee may be charged), and the right to challenge or supplement information on file. Public or "directory" information about a student that may be released to anyone upon request includes the student's name, address, email address, telephone listing, academic major, dates of attendance, awards received, participation in officially recognized activities and sports, and weight and height of a member of an athletic team. Students may request that the University not release directory information by completing a FERPA block form in the University's Registrar Office.

Pursuant to FERPA, once a student reaches 18 or attends a postsecondary institution, parents no longer have access to their children's educational records, unless the student is claimed as a dependent as defined by Section 152 of the Internal Revenue Code of 1986 or the student provides the University with written consent to allow such disclosure. The only exception to this rule is in the case of violations of the University's alcohol and drug policies by students under age 21. In such cases, information regarding the violation may be released to parents, regardless of whether the student is considered a dependent or independent student.

In general, the University will not release information contained in a student's educational records to a third party without written consent of the student. Prior written consent from the student is not required, however, under the following circumstances:

- If it is directory information and the student has not requested that such information be withheld;
- To the parents of a student classified as dependent under the Internal Revenue Code;

- To the parents of a student who violated the University's alcohol or drug policies, if the student is under age 21;
- To University officials who have a legitimate educational interest;
- To officials at another institution in which the student seeks to enroll;
- In connection with a health or safety emergency if necessary to protect the student or others;
- To financial aid lenders checking enrollment status for loan purposes;
- To authorized representatives of the:
 - o Secretary of the United States Department of Education;
 - o Office of the United States Comptroller General;
 - o State and Local Education authorities as part of an audit or program review;
- In response to a court order and/or subpoena after reasonable effort to notify eligible student (unless ordered not to contact the student by the Court); or
- To an alleged victim of any crime of violence or non-forcible sex offense, the final results of the University judicial proceeding regarding such an alleged offense.

Student Complaints

DSA.DS.100.003

Students at the University have the right to complain, whether verbally or in writing, regarding any area of academic or student life without fear of coercion, harassment, intimidation, or reprisal from the University or its employees. Students also have the right to expect a timely response to any complaint. Defamatory or baseless charges may cause a student to be held responsible for violations of University policies or for action through the courts.

Student concerns should be resolved at the lowest possible University unit that has the authority to act as quickly as practicable. Because no single process can serve the wide range of possible complaints, the University provides specific processes for responding to certain kinds of student complaints. Where University policy provides a specific complaint or grievance procedure, an aggrieved student should use that procedure.

Examples of established procedures for specific types of student complaints:

- University Conduct Process
- Traffic Appeals
- Grade Appeals
- Academic Discipline
- Financial Aid
- Mississippi Residency
- Sexual Harassment
- Discrimination
- Housing
- Scholarships
- Academic Standing.

General Complaint Procedures for Students

Students may use the following procedures to formally question the application of any University regulation, rule, policy, requirement or procedure, not otherwise covered by a more specific policy or procedure.

Step One: The student should meet with the University decision-maker concerned to discuss the complaint and to attempt to arrive at a solution. This meeting should occur no later than 30 calendar days after the action which resulted in the complaint.

Step Two: If the student's complaint is not resolved at Step One, that student must, within 14 calendar days of the Step One meeting, submit a written complaint to the next level in the University's administrative structure (department chair, director or his/her designee in the administrative unit within which the complaint originated). The complaint must be signed and dated by the student. The name and title of the person to whom the request should be addressed can be obtained from the employee in Step One.

If the student's issue cannot be resolved by the Step Two administrator by telephone call or email correspondence, he or she shall make a reasonable effort to arrange for a meeting with the student and the employee within 14 calendar days from the date that the request is received. If this timeframe cannot be met, the Step Two administrator will notify all parties in writing and determine a mutually agreeable time. The meeting should be informal, with a candid discussion of the problem in an attempt to find a solution. The Step Two administrator may give an oral decision at the close of the meeting, or he or she may choose to take the matter under advisement. Typically, the Step Two administrator will render a final decision within 14 calendar days, informing all parties of the decision in writing.

Step Three: If the student wishes to appeal the Step Two decision, he or she may appeal to the dean or vice chancellor at the next level in the administrative structure of the University within 14 calendar days from the date of the Step Two written decision. The student may obtain from the employee in Step One or Step Two the name and title of the person to whom the request should be addressed.

The appeal must be in writing, signed and dated. Upon receiving this written appeal, the Step Three administrator will review all information concerning the complaint and appeal and render a written decision within 14 days from the date of receipt of the appeal. The Step Three administrator's decision is final.

In all cases, if the final decision requires any change to an official record of the University, the University employee must comply with all University regulations and procedures necessary to accomplish the change.

Fourth Amendment Rights DSA.DS.100.004

Students at The University of Mississippi have the right to be secure from unreasonable or unauthorized search and seizure.

Students living in property on the University's campus maintain their Fourth Amendment rights guaranteed by the United States Constitution to be free from unreasonable search and seizure of their property by law enforcement officials. However, officials of the University

may enter a student's campus residence if such inspection is deemed to be in the best interest of the University, including for the purposes of maintenance, health and safety, or if there is a belief that University policy is being violated. Except in cases involving the service of a legal search warrant or situations relating to fire hazards, mechanical malfunctions, energy consumption, general maintenance of physical facilities, property control, and personal safety of the residents, no student's campus residence may be entered when no occupants are present.

Participation in Student Organizations **DSA.DS.100.005**

Students at The University of Mississippi have the right to participate in student organizations and conduct social affairs.

The activities of student organizations operate under policies established by the Office of the Dean of Students and the Committee on Student Organizations. Responsibility for the conduct of such activities rests with the sponsoring organization. All organizations, fraternal or otherwise, are required to adhere to policies and standards of conduct prescribed herein by the University.

*Hours spent cut of bed when you ought
to be in bed means years in the grave
when you ought to be out.*

—M-Book 1911-12

CONDUCT RULES AND REGULATIONS

Smoke-Free Campus Environment **CHA.AM.100.100**

Smoking is prohibited at all times, and at all locations of The University of Mississippi Oxford campus, including University-owned facilities, properties, and grounds. This includes but is not limited to the following:

- The interior of all University-owned buildings;
- All outside property or grounds of the Oxford campus, including sidewalks, parking lots, recreational areas and partially enclosed areas such as walkways, breezeways, patios, porches, gazebos, tents and bus shelters;
- Within any University of Mississippi-owned vehicles, including buses, vans, shuttles, golf carts and all other University vehicles; and

- All indoor and outdoor athletics venues and facilities.

This policy applies to all faculty, staff, students, visitors, and contractors.

For purposes of this policy, “smoking” means inhaling, exhaling, burning, carrying or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, and any other lit tobacco products, including electronic cigarettes that emit smoke.

The University also prohibits littering the campus with remains of any tobacco products. Additionally, the University-controlled advertising, sale, or free sampling of tobacco products is prohibited on campus, regardless of the vendor.

Organizers and attendees at public events, such as conferences, meetings, public lectures, social events, cultural events, and athletic events using University-owned facilities, grounds, and properties are required to abide by University of Mississippi policy. Therefore, organizers of such events are responsible for communicating to attendees the policies of the University and for enforcing this policy.

Communication: Persons will be informed of this policy through:

- Signs posted in appropriate areas throughout the University
- Various University web sites including Human Resources, Alumni Affairs, Athletics, Health Center, Counseling Center, and others
- UM Smoke-Free Campus web site (www.olemiss.edu/smokefree)
- E-mail communication to all employees and students
- The M Book
- Other University publications and communications.

Respect and Responsibility: The success of this policy depends on the thoughtfulness, consideration, and cooperation of smokers and non-smokers. All members of the University community share in the responsibility for adhering to and enforcing this policy. Any complaints should be brought to the attention of the appropriate University authorities and anyone who complains shall be protected against retaliation.

Enforcement: The responsibility for the enforcement and communication of this policy rests with all members of the University community and the University Police Department.

Visitors, contractors, and other individuals on campus who are in violation of the policy should be reminded of the policy and asked to comply with our smoke-free campus policy.

All faculty, staff, and students who are in violation of this policy should be reminded of the policy and asked to comply. Refusal to comply with this policy could result in citations and fines. For complete information about policy enforcement, go to www.olemiss.edu/smokefree.

Smoking Cessation Programs: The Health Center and Counseling Center offer a range of smoking cessation and support programs for any member of the University community who desires to quit smoking. The University’s employee health insurance plan covers the full cost for three months of cessation medications. To learn more about smoking cessation programs available to students and employees, please go to www.olemiss.edu/smokefree.

*This policy is being introduced to the University community in August 2012; strict enforcement of the policy begins January 1, 2013.

Alcohol

CHA.AM.100.101

As is true on most college and university campuses, many of the offenses committed against people and property at Ole Miss are a direct result of alcohol misuse/abuse. Such behavior interferes with the University's educational mission and shows a lack of respect for one's self, for others within the University's community, and for the community at large. Thus, The University of Mississippi prohibits the abusive or unlawful sale, manufacture, possession, distribution, and consumption of alcohol.

Students, recognized student organizations, or others found in violation of this policy will be subject to campus disciplinary action, as well as potential civil liability and/or criminal prosecution. (See "Two Strike" policy, DSA.DS.300.007, describing minimum campus sanctions for alcohol and drug violations.)

Visitors to the University campus who violate this policy may be subject to civil liability and/or criminal prosecution as well as other consequences at the discretion of the University. Such consequences may include limiting one's access to campus or campus events and losing season ticket privileges, among other things.

This policy applies to the conduct of any student organization in connection with an event sponsored by that student organization, whether on or off campus.

Below are some specifics of the alcohol policy at Ole Miss.

1. It is unlawful, and therefore violates this policy, for any person under the age of twenty-one to possess or consume alcohol.
2. The University of Mississippi prohibits unlawful driving under the influence of alcohol.
3. The University of Mississippi prohibits inappropriate behavior that is a direct result of alcohol consumption. Any student or other person publicly intoxicated will be found in violation of this policy.
4. The distribution of alcohol without a permit is unlawful and thus a violation of University policy. Any possession of alcohol in plain view or unattended alcohol shall be considered distribution in violation of this policy. Alcohol left unattended or in plain view may be confiscated. The University prohibits the possession of items that provide for common distribution of alcohol on or in University property and buildings located on the University's campus. Examples include, but are not limited to, kegs, pony kegs, party balls, and other forms of common supply. Such items may be confiscated by the University.
5. Lafayette County is "dry" for beer and light wine (less than 5% alcohol by weight). Thus, distribution, possession, and consumption of beer and light wine is illegal in that portion of the University's campus that lies outside of the City of Oxford.
6. Drinking games and rapid consumption techniques and devices (e.g., funnels, shots, etc.) by their nature promote abusive consumption of alcohol and thus violate this policy.
7. The University prohibits the possession and consumption of alcohol within administrative and academic buildings, except and unless when served under a lawfully issued permit.
8. It is unlawful, and thus violates this policy, to sell or consume alcoholic beverages (5% or greater alcohol by weight) within University athletics venues during intercollegiate athletics events.

Drugs and Drug Paraphernalia

CHA.AM.100.102

Drug use, including the misuse of prescription drugs, unfortunately is a prevalent problem at college and university campuses, and The University of Mississippi has not been spared. The University unequivocally prohibits the use and possession of drugs on its campus. The specifics of the drug policy are outlined below.

1. Possession, Use, and Sale of Drugs and Drug Paraphernalia
 - a. The University of Mississippi prohibits the use, possession, distribution, sale, manufacture, and delivery of illicit drugs including the misuse of prescription medications, by members of its community. Illegal drugs, including prescription drugs for which the person does not have a valid prescription, are subject to confiscation.
 - b. The University of Mississippi also prohibits the possession, sale, and distribution of drug paraphernalia (including, but not limited to, pipes, bongs, roach clips, rolling papers, etc.). These items are strictly prohibited and are subject to confiscation.

Violation of this policy will result in disciplinary action and students may also be subject to criminal prosecution and/or civil liability.

2. The University of Mississippi also prohibits behavior that is a direct result of drug consumption, use, or abuse. Any student found to be visibly overcome by the use of drugs will be found in violation of University policy.
3. Information regarding a student's violation of the University's drug policy may be released to that student's parents, if the student is under 21 years of age.

Presentation of Identification

DSA.DS.200.001

Students at The University of Mississippi have the responsibility to present University identification to authorized University personnel upon request, including, but not limited to, University police officers and residence life staff.

Failure or refusal to present an identification card upon request to any University official may result in disciplinary action.

The University issues each student an identification card at the time of registration. This card is to be used to identify the recipient as a student of The University of Mississippi; to secure tickets to athletic events; for admission to Student Programming Board concerts, Turner Center, Artist Series, and University theater productions; and for voting in campus elections. This card is a valuable document and should be in the student's possession at all times.

Any misuse of the identification card by its holder or the use or attempted use by another person may result in cancellation of privileges provided and disciplinary action. The loss or theft of a student's identification card should be reported immediately to the I.D. Center. A substitute card will be issued (a fee may be charged for this service).

Fraud or False Identification

DSA.DS.200.002

The University of Mississippi strictly prohibits the alteration, falsification, or other misuse of a student's documents or of University of Mississippi documents, records, or forms of identification, including registration forms and change of schedule forms. In addition, the University prohibits the misuse of state-issued identification (i.e., driver's license), including the possession of fake or fictitious identification or the possession of valid identification belonging to someone other than the student.

In addition to the examples indicated above, fraud may include, but is not limited to, the following: furnishing false information to the University, forgery, unauthorized alteration of any official documentation, misuse of a University official's signature, inappropriate use of a student identification card, misuse of information technology user id's and/or passwords, misrepresenting or concealing one's organizational affiliation(s) or sponsorship(s) for the purpose of enticing another person into joining or participating in a group or organization. Unauthorized use of the name of the University or the names of members or organizations in the University community also is considered fraud.

Disregard for University Authority

DSA.DS.200.003

The University of Mississippi expects all of its students to comply and to refrain from interfering with University officials acting in performance of their duties. This rule prohibits, but is not limited to, the following:

1. failure to comply with the reasonable and lawful directions or requests of University officials, including, but not limited to, campus police officers, security officials, faculty, and residence hall staff;
2. failure to appear in response to a written notice requiring appearance issued by the Office of the Dean of Students or other judicial officer or judicial body;
3. falsification, distortion, or misrepresentation of information before a hearing body or any University official prior to or during any investigation, judicial proceeding, or appeal procedure;
4. refusing to respond to questions posed during a hearing by the University Judicial Council or other University hearing body; in addition to disregard for University authority, such refusal also may lead to an adverse inference by the hearing body concerning the subject matter of the question posed, and this adverse inference, if applicable, may be one factor considered by the hearing body in making its decision;
5. disruption or interference with the orderly conduct of a judicial or similar University proceeding;
6. attempting to discourage an individual's proper participation in, or use of, the judicial, complaint or grievance processes;
7. attempting to influence the impartiality of a member of a judicial board or hearing body, the charging party, a witness, or victim prior to, during the course of, or after the judicial or other similar University proceeding;

8. harassment (verbal or physical) and/or intimidation of a member of a judicial board or hearing body, the charging party, a witness, or victim prior to, during the course of, or after the judicial or other similar University proceeding;
9. failing to comply with or violating the terms of the disciplinary sanction(s) imposed in accordance with University regulations;
10. influencing or attempting to influence another person to commit an abuse of the judicial, complaint or grievance processes;
11. intentionally or recklessly submitting false accusations or charges through any University judicial, complaint, or grievance process; and
12. attempting to bribe or influence another person with an offer of money, gifts, or services to perform an act or provide a service contrary to University policy

Disorderly Conduct **DSA.DS.200.004**

The University prohibits behavior that disrupts the academic, research or service mission or activities of the University, or disrupts any activity or event of the University community. Some examples of disorderly conduct include, but are not limited to, the following: conduct which causes a breach of the peace; lewd, obscene or indecent conduct; conduct which interferes with or disrupts activities or functions sponsored or participated in by the University or by members of the University community; interfering with or obstructing pedestrian or vehicular traffic; obstructing or interfering with ingress or egress of campus buildings or facilities; conduct which interferes with the rights of others; unauthorized use of electronic or other devices to make an audio or video record of any person without his or her expressed or implied consent when such recording is likely to cause injury or distress.

Assault and Other Conduct that Threatens the Safety of Others **DSA.DS.200.005**

Students have the responsibility to refrain from conduct which threatens or causes bodily harm to others. The University prohibits purposely, knowingly, or recklessly causing or attempting to cause bodily injury to another; purposely, knowingly, or recklessly placing another in fear of serious bodily harm; and intentional or negligent conduct that threatens or endangers the health or safety of any student, faculty, staff member, or guest of the University.

A student who is the victim of an alleged sexual offense may be granted changes in academic and living situations if such changes are reasonably available.

Harassment, Including Stalking

DSA.200.006

Students and other members of the University community have the right to an environment free of conduct that unreasonably interferes, hinders, or otherwise denies another a suitable working, living, or learning environment. Therefore, members of the University community should refrain from harassing others or creating an environment that denies others a suitable working, living, or educational environment.

For conduct to violate this policy, the conduct must be more than merely offensive; it must be so objectively offensive, pervasive, and/or severe that if repeated it would effectively deny the victim access to the University's resources and opportunities, unreasonably interfere with the victim's work or living environment, or deprive the victim of some other protected right. Examples of conduct prohibited by this policy include, but are not limited to, the following: intentionally inflicting severe emotional distress or harm; fighting words (words that actually tend to provoke immediate violent reaction); obscene, lewd, or lascivious conduct; stalking (as defined in Section 97-3-107 of the Mississippi Code); cyberstalking (as defined by Section 97-45-15 of the Mississippi Code); defaming another (a false statement that harms the reputation of another); and speech or conduct based upon race, color, gender, national origin, religion, age, disability, veteran status, or sexual orientation that is so objectively offensive and repeated, pervasive, or severe as to violate this policy.

This policy shall not be construed to impair any constitutionally protected activity, including speech, protest, or assembly.

In addition to the University conduct process, The University of Mississippi provides a mechanism to address grievances that may arise over sexual harassment (including sexual assault and relationship violence) or alleged discrimination on the basis of race, sex, religion, veteran's status, age, national origin, or handicap as prohibited by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and Sections 503 and 504 of the Rehabilitation Act of 1973. Incidents of harassment should be reported to the Office of the Dean of Students and/or the Office of Equal Employment and Regulatory Compliance.

Hazing

DSA.DS.200.007

The University of Mississippi prohibits hazing in any form. According to the National Fraternity Executive's Association and Fraternity Insurance Purchasing Group, hazing is:

any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shock; quests, treasure hunts, scavenger hunts, road trips, or any other such activities carried on outside the confines of the house; publicly wearing apparel that is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities that are not consistent with fraternal law, ritual, or policy or the regulations and policies of the educational institution.

In addition to sanctions from the University judicial system, students and organizations who participate in or condone hazing may subject themselves to criminal prosecution and/or civil liability.

Respect for Property

DSA.DS.200.008

The University of Mississippi prohibits the willful abuse or damage including but not limited to, littering, vandalism, or defacing of University property or the property of students, faculty, staff, and guests. It is expected that all members of the University community will treat the property of the University and of others with respect. Students will be held responsible for any destruction or damage to University or personal property and may face discipline through the University conduct system, as well as criminal and/or civil liability.

Interfering with the Property Rights of Others (Theft)

DSA.DS.200.009

The University prohibits intentional interference with the property rights of others, whether by theft, attempted theft, unauthorized possession of, or causing damage to the property of others, or the possession, retention, or disposal of stolen property. Theft of another's identity also is prohibited under this policy.

Arson, Explosive Devices, and Emergency Equipment

DSA.DS.200.010

Arson, Explosive Devices and Fire Equipment

The unauthorized setting of fires, use of explosive devices, and misuse of fire equipment are prohibited at The University of Mississippi. Below is a nonexclusive list of prohibited actions under this policy.

1. The University prohibits the attempt to set, the setting of, or the adding to unauthorized fires on University property.
2. Any student found willfully to have tampered with, damaged, or misused any fire protection equipment, initiated a false alarm, negligently discharged a fire extinguisher, or set fire in a residence hall or any other facility on the University campus may be expelled from the University and held responsible for the cost of all damages. In addition to disciplinary action through the University conduct system, students and/or their nonstudent guests who engage in such activity may be subject to criminal prosecution and civil liability.
3. Occupants of all University facilities have a responsibility to follow the directions and directives of the chief of the Oxford Fire Department, or a designated representative, and University personnel during fire emergencies as well as unannounced fire drills and practice evacuations. The failure or refusal to cooperate will constitute a breach of regulations and is subject to disciplinary action.
4. The University prohibits the possession, use, or threatened use of explosive devices, materials, or chemicals, including, but not limited to, firecrackers, cherry bombs, bottle rockets, and dynamite.

Other Emergency Equipment

Any student found willfully to have tampered with, damaged, or misused any campus emergency protection equipment or initiated a false alarm may be expelled from the University and held responsible for the cost of all damages. In addition to disciplinary action through the University conduct system, students and/or their nonstudent guests who engage in such activity may be subject to criminal prosecution and civil liability.

Possession of Weapons **DSA.DS.200.011**

The University of Mississippi recognizes the possession of weapons on campus or at University or student functions off-campus by persons other than duly authorized law enforcement officials, other authorized persons, and those participating in University approved programs creates an unreasonable and unwarranted risk of injury or death to its employees, students, visitors, and guests, and further creates unreasonable and unwarranted risk of damage to property of the University and of its employees, students, visitors, and guests. Because of such dangers, the Board of Trustees of State Institution of Higher Learning has prohibited the possession of weapons in any form by any person other than duly authorized law enforcement officials, institutional security officials, and other authorized persons regardless of whether such person possesses a valid permit to carry such weapons. (See IHL Board of Trustees Policies and Bylaws 1106—Firearms Policy).

For purposes of this policy, a weapon is any dangerous instrument if it is used, attempted or threatened to be used, or is readily capable of being used to cause death or serious physical injury, including but not limited to the following: firearms (any weapon from which a shot, projectile, or other object may be discharged by force, whether operable or inoperable, loaded or unloaded), bombs, knives, slingshots, etc. The possession of weapons in violation of this policy may subject one to criminal liability, removal from campus or campus events or facilities, employment discipline, and/or sanctions under the University conduct system.

Unauthorized Entry **DSA.DS.200.012**

The University of Mississippi prohibits the unauthorized entry to or use of a University facility and/or property. This rule prohibits, but is not limited to, the following:

1. Unauthorized entry into or presence in University buildings or facilities or areas of buildings that are locked or closed to the student body and the public;
2. Failure or refusal to leave University grounds, or a specific portion thereof, or a University facility when requested by an authorized University official; or
3. Improper or unauthorized entry into a campus residence or University office.

Responsibility for Guests

DSA.DS.200.013

Students at The University of Mississippi have the responsibility to ensure that their guests on campus will behave in a manner consistent with the policies of The University of Mississippi.

Noise Level Violations

DSA.DS.200.014

The University of Mississippi restricts noise or sound, whether amplified or not, that causes a disturbance to reasonable persons in the area, disrupts the academic, research or service activities or mission of the University, or disrupts any activity or event of the University community. There may be places and times at the University where this policy is more restrictive, i.e., within the residence halls during quiet hours. Whether a warning is given for such a violation is at the discretion of the University official addressing the situation.

Amplified Sound on Campus

There shall be no outdoor amplified sound at any gathering, social or other event unless it is a University of Mississippi sponsored activity or it is approved by the Office of the Dean of Students, Student Programming Board, or other University administrative office. The University of Mississippi prohibits the disruption or disturbance of the University community by unreasonably loud amplified sound. The allowed decibel level at such events is 100 decibels when measured 50 feet from the source. Any initial violation of this policy will result in a warning to conform to the appropriate sound level, and a second violation will result in disciplinary action.

*‘Collegiate’ does not mean ‘asinine,’
and rough stuff does not signify college spirit.
Be sensible.*

—M-Book 1934-35

The University of Mississippi is committed to fostering an environment conducive to learning, living, and working. The following policy addresses sexual assault, a severe form of sexual harassment. The Office of Equal Opportunity and Regulatory Compliance (EO/RC) manages the University's policy on sexual harassment (ACA.EO.100.010). Students, faculty and staff, may report sexual harassment (including sexual assault) to the Office of EO/RC. The Office of EO/RC also investigates claims of discrimination on the basis of race, sex, religion, veteran's status, age, national origin, or handicap as prohibited by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and Sections 503 and 504 of the Rehabilitation Act of 1973.

Sexual Misconduct

DSA.DS.200.015

INTRODUCTION

The University of Mississippi strives to create a respectful, safe, and non-threatening environment for its students. This policy describes prohibited conduct and establishes procedures for responding to sexual misconduct incidents, where the accused is a student. These incidents include sexual assault, sexual harassment and other unwelcome behaviors as explained below. Title IX of the Education Amendments of 1972 prohibits discrimination based on sex in education programs and activities; the University's Title IX Coordinator oversees policies and procedures that apply to complaints alleging sex discrimination (including sexual harassment, sexual assault, and sexual violence) by employees, students or third parties.

The Title IX Coordinator oversees the Assistant Title IX Coordinator for Student Affairs who investigates sexual misconduct by students and reports directly to the Title IX Coordinator. Responsibilities performed in this policy by "the Title IX Coordinator" may be performed by the Title IX Coordinator or by the Assistant Title IX Coordinator for Student Affairs acting under the supervision of the Title IX Coordinator.

The investigation and resolution of complaints involving a student(s) accused of sexual misconduct are governed by this policy, while complaints of sexual misconduct by University employees are governed by Policy Number ACA.EO.100.010.

Students who believe they have been a victim of sexual misconduct may submit a complaint against the accused in writing or in person to the Title IX Coordinator in the Office of Equal Opportunity and Regulatory Compliance, 217 Martindale Hall (915-7735). Any University faculty or staff member who is notified by a student of an incident of sexual misconduct by another student is to report the incident immediately (but not later than three days) to the Title IX Coordinator.

Students also are encouraged to immediately contact the University Police Department (662-915-4911) if they have been sexually assaulted and to seek immediate medical attention. Students should seek medical attention even if they do not wish to pursue criminal charges or otherwise pursue a complaint against their attacker.

RELATIONSHIP BETWEEN STUDENT CONDUCT ADJUDICATION AND THE UNIVERSITY'S TITLE IX RESPONSIBILITIES

The adjudication of complaints of sexual misconduct is only a part of the University's responsibilities under Title IX when a student has experienced sexual harassment by another student. While the Student Judicial Council may have a hearing and pronounce sanctions for a student who violates the sexual misconduct policy, the University has a broader responsibility to respond to the needs of student victims. Therefore, regardless of whether a charge is brought against a student through the student conduct process, the Title IX Coordinator will evaluate each case to determine whether the overall response of the University (including resources provided or offered to the victim and interim steps taken to protect the victim and others) satisfies the requirements of Title IX. Additionally, the Title IX Coordinator does not look only at individual cases of discrimination, but also at the University environment as a whole to evaluate the campus climate for gender equality.

VICTIM CONFIDENTIALITY

When a student is the victim of sexual misconduct, the Title IX Coordinator first will request that the victim give consent for an investigation to begin. If a victim requests confidentiality or asks that the complaint not be pursued, the Title IX Coordinator will take all reasonable steps to investigate and respond to the complaint consistent with the victim's request; however, the Title IX Coordinator may determine that the circumstances of the sexual misconduct incident are so severe or that the circumstances otherwise indicate there is an on-going danger to the victim and/or members of the University community such that action must be taken on the part of the University beyond the action requested by the victim.

Consistent with Title IX, the University prohibits retaliation against any individual who makes a report of sexual misconduct or who cooperates with an investigation into sexual misconduct. Retaliation against such an individual is a violation of this policy and is subject to discipline.

POLICY STATEMENT

The University prohibits sexual misconduct in any form, including sexual assault or sexual abuse, sexual harassment, and other forms of nonconsensual sexual conduct. Students should be able to live, study, and work in an environment free from sexual misconduct.

It is the position of the University that sexual misconduct in any form will not be excused or tolerated. Criminal, civil and University disciplinary processes are available to a student with a complaint. The University is committed to prompt, effective and fair procedures to investigate and adjudicate reports of sexual misconduct and to the education of the University community about the importance of responding to all forms of sexual misconduct. Special emphasis is placed on the rights, needs, and privacy of the student with the complaint, as well as the rights of the accused. At the same time, the University adheres to all federal, state, and local requirements for intervention and crime reporting related to sexual misconduct.

INTERIM STEPS

The investigation into an incident of sexual misconduct is only one part of the University's prompt and effective response on behalf of the victim. For a comprehensive listing of the resources available to sexual assault and sexual misconduct victims, please visit the Violence Prevention Office website <http://violenceprevention.olemiss.edu>.

The Title IX Coordinator may recommend the immediate implementation of additional steps to provide for the safety of the victim or others, to avoid possible retaliation, or to prevent further occurrence of any discrimination or discriminatory effects. These steps may include, but are not limited to, mutual "no contact" letters, changes in course schedules and changes in housing assignments. Any such interim step taken by the Title IX Coordinator is not immediately appealable, but such steps may be modified by the Title IX Coordinator upon final resolution of a complaint of sexual assault.

EFFECTIVE CONSENT IS:

Effective consent is the basis of this policy because effective consent maintains the value that all persons have the right to feel respected, acknowledged, and safe during sexual activity.

Sexual intimacy requires that all participants consent to the activity. Consent between two or more people is defined as an affirmative agreement – through clear actions or words – to engage in sexual activity. The person giving the consent must act freely, voluntarily, and with an understanding of his or her actions when giving the consent.

Lack of protest or resistance does not constitute consent, nor does silence mean consent has been given. Relying solely on non-verbal communication can lead to misunderstanding. Persons who want to engage in sexual activity are responsible for obtaining consent – it should never be assumed.

A prior relationship or prior sexual activity is not sufficient to demonstrate consent.

Consent must be present throughout the sexual activity – at any time, a participant can communicate that he or she no longer consents to continuing the activity. If there is confusion as to whether anyone has consented or continues to consent to sexual activity, it is essential that the participants stop the activity until the confusion can be clearly resolved.

EFFECTIVE CONSENT IS NOT:

Effective consent cannot result from force, or threat of force, coercion, fraud or intimidation. In addition, an incapacitated person is not able to give consent. The use of force to obtain sexual access or to induce consent violates this policy whether the force is physical in nature, violent, or involves threats, intimidation or coercion.

- Physical force includes but is not limited to: hitting, kicking, and restraining. Physical force means someone is physically exerting control of another person through violence.
- Threatening someone to obtain consent for a sexual act is a violation of this policy. Threats exist where a reasonable person would have been compelled by the words or actions of another to give permission to sexual activity to which he or she otherwise would not have consented.

- **Intimidation** is an implied threat. Intimidation exists when a reasonable person would feel threatened or coerced even though there may not be any threat made explicitly. Intimidation is evaluated based on the intensity, frequency, or duration of the comments or actions.
- **Incapacitation:** It is a violation of this policy if the initiator has sex with someone the initiator knows, or reasonably should know, to be incapacitated by alcohol, drugs, sleep or illness. A person who is unconscious, unaware, or otherwise physically helpless cannot give effective consent to sexual activity. Someone is incapacitated when he or she cannot understand who, what, when, where, why, or how, with respect to the sexual interaction.
- **Age of Consent:** According to Mississippi Code §97-3-65, effective consent can never be given by persons under the age of 14. Students who are at least 17 years old cannot receive effective consent from anyone between the ages of 14 and 16, if they are younger by more than 36 months.

PROHIBITED CONDUCT:

Sexual misconduct is a broad term encompassing any sexual behavior that was committed without effective consent. Sexual misconduct may vary in its severity and consists of a range of behaviors. The requirements of this policy apply regardless of the sexual orientation or preference of individuals engaging in sexual activity.

The use of alcohol or other drugs never excuses behavior that violates this policy.

The following descriptions represent sexual behaviors that violate The University of Mississippi's community standards and values of respect, civility, and personal integrity.

These behaviors are serious violations and represent a threat to the safety of the University community.

1. **Sexual Penetration:** Sexual intercourse, or sexual penetration, however slight, with any object or body part without effective consent. This includes penetration by a person of any sex upon another person of any sex.
2. **Sexual Touching:** Any intentional touching of intimate body parts. Sexual touching includes bodily contact or contact made with an object.
4. **Sexual Harassment:** Harassment of a sexual nature that is so objectively offensive, pervasive, or severe that it effectively denies the victim access to the University's resources and opportunities, unreasonably interferes with the victim's work or living environment, or deprives the victim of some other protected right.
5. **Sexual Exploitation:** Sexual exploitation occurs when a student takes non-consensual, unfair, or abusive advantage of another sexually for his or her own advantage or benefit, even though that behavior does not constitute one of the other sexual misconduct offenses. Examples include, but are not limited to:
 - Non-consensual video or audio taping of sexual activity even if the sexual act is consensual.
 - Stalking with a sexual component. Stalking (defined by Mississippi Code 97-3-107) is sexual misconduct when the content of the messages or the nature of the physical stalking is of a sexual nature.

- Voyeurism is a form of sexual exploitation in which one individual engages in secretive observation or non-consensual video or audio taping of another for personal sexual pleasure.
 - Any disrobing of another or exposure to another without effective consent.
6. **Attempted Act/Accomplice to Sexual Misconduct:** Attempts to commit sexual misconduct also are prohibited under this policy, as is aiding in the commission of sexual misconduct as an accomplice.
 7. **Use of Drugs and/or Alcohol to Induce Incapacity:** This policy also prohibits sexual activity or attempted sexual activity with someone whose incapacity results from the taking of a so-called “date-rape” drug or alcohol. Possession, use, and/or distribution of any of these “**date-rape” drugs or substances**, including but not limited to Rohypnol, Ketomine, and GHB, are prohibited, and administering or attempting to administer any of these drugs or substances, including alcohol, to someone else for the purpose of inducing incapacity is a violation of this policy. A student may be charged with a violation of this policy even if no sexual activity took place.
 8. **Retaliation:** Pursuant to Title IX, retaliation against the individual who initiates a sexual misconduct complaint, participates in an investigation, or pursues legal action, is prohibited. Independent action may be taken against anyone engaging in retaliation including individuals who are acting on behalf of the accused, with or without the knowledge of the accused. Retaliation may occur in person or electronically.

In an effort to avoid retaliation, prevent recurrence of any discrimination or discriminatory effects, and provide for the safety of the victim(s) and others, the University will implement all necessary remedies during an investigation period and/or at the conclusion of an investigation. These remedies may include, but are not limited to: mutual “no contact” letters, changes in course schedules and changes in housing assignments.

SANCTIONS

A wide range of sexual misconduct is prohibited by this policy. As such, dependent upon the facts unique to each case, sanctions may range from a verbal reprimand to expulsion from the University. For a non exhaustive list of sanctions and their definitions please reference University of Mississippi policy DSA.DS.300.006, Disciplinary Sanctions.

VICTIM AMNESTY

The use of alcohol or drugs by either party in conjunction with a sexual assault does not alleviate responsibility on the part of the accused or diminish the serious nature of the offense. When alcohol or drugs are involved, a victim will not be found responsible for alcohol or drug violation and should not let his or her use of alcohol or drugs be a deterrent to reporting the incident.

For a comprehensive listing of resources available to students, please visit the Violence Prevention Office website <http://violenceprevention.olemiss.edu/>

Sexual Misconduct Student Conduct Adjudication Process:

Complaints of sexual misconduct by a student against another student are governed by Title IX and are, therefore, investigated by the Title IX Coordinator. The adjudication of sexual misconduct cases shall follow the process outlined in DSA.DS.300.001 through DSA.DS.300.004, Student Conduct Process, unless otherwise outlined below. The standard of proof for all cases involving sexual misconduct will be based upon the University's established standard of preponderance of the evidence.

The time frames indicated below are maximums. All days are "calendar" days, unless otherwise noted. Especially in cases of sexual assault, the University will make every effort to move the case promptly through the process so long as such speed does not interfere with the quality of the investigation or the hearing.

1. In the Student Conduct process, cases of sexual misconduct will be adjudicated within 60 days of the date that the Title IX Coordinator is notified of the complaint, unless there are extenuating circumstances (i.e. uncooperative witnesses, break periods and periods when the University is closed). The Title IX Coordinator will comply with law enforcement requests for cooperation and such cooperation may require the Title IX Coordinator to temporarily suspend the fact-finding aspect of the investigation while law enforcement is in the process of gathering evidence. The University promptly will resume its investigation as soon as notified by the law enforcement agency that it has completed the evidence gathering process, which typically takes three to ten calendar days, although the delay in the University's investigation will be longer in certain instances.
 - a. Information Gathering and Determination of Charge/s: The Title IX Coordinator will investigate a complaint of sexual misconduct within 40 days of receiving the complaint. The degree to which a victim of sexual misconduct participates in the investigation and subsequent hearing will be up to the victim to decide; however, when a victim does not wish to be a part of the investigation, wishes to remain anonymous, or refuses to provide information to the Title IX Coordinator, the Title IX Coordinator may be prevented from doing a full investigation. The Title IX Coordinator will compile all evidence, including the testimony of various witnesses, into a report. The report will not contain findings of fact as to whether a violation of the sexual misconduct policy actually occurred; however, the Title IX Coordinator will decide whether there is sufficient evidence of sexual misconduct such that the complaint needs to go forward for a hearing by the Student Judicial Council. If the Title IX Coordinator does not find there is sufficient evidence to proceed with the hearing, the victim may still request a hearing before the Student Judicial Council
 - b. Pre-hearings: Within 45 days, the University will conduct individual pre-hearings for the victim and the accused student(s). Sanctions may be given to the accused during the prehearing phase, but only if the Title IX Coordinator, the victim and the accused all agree on appropriate sanctions. If all three parties agree on appropriate sanctions, this decision is not appealable.
 - c. Hearing Decision: Within 60 days, the University will render a hearing decision to include findings of "in-violation" or "not in violation" of each charge and any appropriate sanctions. The victim and accused will be notified within 24 hours of this decision.
 - d. Appeal: The University, the victim and/or the accused may appeal the finding and/or the sanctions within five business days from receiving formal, written notification of the hearing decision. The possible bases for appeal are found within University of

Mississippi policy DSA.DS.300.003, Student Conduct Process. In cases of sexual misconduct, any appeal shall be made to the Vice Chancellor for Student Affairs, whose decision may be further appealed to the Chancellor. In accordance with the policies and bylaws of the Mississippi Institutions of Higher Learning, the decision of the Chancellor will be final.

- e. Appellate Decision: Within 12 business days from receiving the appeal, both the victim and accused will be notified in writing of the appellate decision by the Vice Chancellor for Student Affairs. If a decision is further appealed to the Chancellor, both the victim and accused will be notified in writing of the appellate decision within 12 days.
2. During the investigation phase, but no later than 30 days after learning of the complaint, the Title IX Coordinator may decide that the case is suitable for informal resolution, or mediation, between the parties; however, mediation will not be used in cases where sexual assault or other violence is alleged, or in cases where the Title IX Coordinator believes there to be an inequity of power between the parties. The Title IX Coordinator, the victim and the accused must all agree to engage in mediation. The Title IX Coordinator will appoint a mediator, and the mediation will be conducted within 10 days of the parties' agreement to mediate. If the parties reach an agreement during mediation, that agreement will be put in writing and will be binding upon the parties. Violation of the written agreement will result in the student being charged with Disregard for University Authority, DSA.DS.200.003 and may result in a reinstatement of the charge for sexual misconduct. If the parties are unable to reach an agreement, the case will be turned back over to the Title IX Coordinator to complete the investigation.
3. The victim and the accused have the right to have an advisor of their choice present at any point of the student conduct process.
4. The victim and the accused will have individual pre-hearing meetings to discuss their rights, the student conduct charges and the hearing process. The accused will not have the opportunity to agree to sanctions during the pre-hearing (and thus avoid a hearing before the Judicial Council) unless both the Title IX Coordinator and the victim have already agreed that the suggested sanctions are appropriate. If the sanctions are then agreed to by the accused, then neither party may appeal.
5. A five member board will be selected by the University Judicial Council Chair and the Student Conduct administrator (Dean of Students representative) after both the victim and accused have the opportunity to see a full list of Council Members and request recusal of any they have reason to believe are biased.
6. The victim may choose to be present throughout the entire hearing.
7. The victim may choose to participate in the hearing through the means of technology from an off-site location or at the hearing location separated from the accused by a barrier.
8. The victim's refusal to be present or participate in the hearing will not prevent the hearing from proceeding as long as there is other evidence of the sexual misconduct.
9. The Title IX Coordinator may be called as a witness and may present evidence found during the course of the investigation, including the testimony of individuals interviewed during the investigation. Because the University Judicial Council is the finder of fact, the Title IX Coordinator will not be asked whether the accused acted in violation of this policy, but the Title IX Coordinator may comment on inconsistencies found during the investigation and on the credibility of witnesses interviewed.

10. All questions and answers will be directed to the University Judicial Council Chair.
11. The victim and accused may give closing statements.
12. The victim may submit an impact statement that will be taken into consideration only if there is a finding of “responsible” for any sexual misconduct charge.
13. The decision of the council and sanctions will be determined within 48 hours of the hearing completion.
14. The victim and accused will be notified of the council’s finding concurrently. Additionally, the victim and accused will receive formal notification of the outcome in writing. The same notification process will be followed for all cases under appeal.

The University, the victim and the accused all have the right to appeal the decision of the University Judicial Council as outlined in part six of University of Mississippi policy, DSA.DS.300.003, Student Conduct Process, as modified by this policy.

Relationship Violence

DSA.DS.200.016

An intimate relationship is defined as an emotional and/or physical connection with another person. The connection may be with friends, roommates, and includes persons who are dating, cohabiting, married, family members, and/or share a residence. This definition includes current and past relationships and may be an opposite or same-sex relationship.

The University prohibits any physical, sexual, or psychologically abusive behaviors used by an individual against a partner or former partner in an intimate relationship.

The use of alcohol or drugs, by either party, in conjunction with an incident of relationship violence, does not alleviate responsibility or diminish the serious nature of the offense. When alcohol or drugs are involved, a victim will not be charged with an alcohol or drug violation and should not let his or her use of alcohol or drugs be a deterrent to reporting the incident.

Forms of relationship violence may include, but are not limited to:

- Actions that are intended to cause bodily injury.
- Threats or actions that cause reasonable fear of harm on the part of the victim, or threaten children or pets.
- Assault with or without a weapon.
- Psychological and/or economic abuse that rises to the level of cruel and inhuman treatment.

The Office of Equal Opportunity and Regulatory Compliance may conduct an investigation into alleged acts of sexual assault. If through an investigation the Office of Equal Opportunity and Regulatory Compliance determines an act of sexual assault occurred, the evidence used and the finding of fact may be used in a student conduct hearing.

Observance of Local, State, and Federal Criminal Laws **DSA.DS.200.017**

Students at The University of Mississippi have the responsibility to refrain from conduct that would violate local, state, or federal criminal laws. Students violating local, state, and/or federal laws may be subject to disciplinary action in addition to criminal prosecution.

Violation of Other Applicable University Policies **DSA.DS.200.018**

Students at The University of Mississippi have the responsibility to comply with all other generally applicable University policies including but not limited to Alcohol, Drugs, Tobacco Use, and the Information Technology Appropriate Use Policy.

IT Appropriate Use Policy **ADM.IT.100.010**

This policy sets forth the privileges of and restrictions on students, faculty, staff, and other users with respect to the computing and telecommunications systems located at the University of Mississippi. This includes desktop systems, hand-held computers, lab facilities, centralized servers, classroom technology, the wired and wireless campus networks, dial-in services, etc. This policy attempts to define and give examples of various sorts of activities which are detrimental to the welfare of the overall community and which are therefore prohibited. It also describes the process by which violators are identified, investigated, and disciplined. It should be noted that some activities which are legal are in violation of this policy and are prohibited with respect to University computing and network systems. This policy is designed to protect the University community from illegal or damaging actions by individuals, either knowingly or unknowingly. Inappropriate use exposes the University to risks including virus attacks, compromise of network systems and services, and legal issues. This policy directly addresses copyright issues related to illegal downloads and peer to peer file sharing.

PLEDGE TO STUDENTS, FACULTY AND STAFF

The University of Mississippi is committed to maintaining its leadership position in the use of computer and communication technology to facilitate learning. The University promises to provide, as rapidly and as economically as is feasible, the following:

- ✓ **to students**, access to their information anywhere on campus.
- ✓ **to faculty**, the resources necessary to enhance teaching, learning and research.
- ✓ **to staff**, the tools necessary for a responsive service environment.

The University will normally respect privacy and attempt to safeguard information but cannot guarantee these privileges absolutely: **The University can examine, at any time, anything that is stored on or transmitted by University-owned equipment.**

The University reserves the right to limit access to its networks when applicable university policies or codes, contractual obligations, or state or federal laws are violated, but does not monitor or generally restrict the content of material transported across those networks.

The University reserves the right to remove or limit access to material posted on university-owned computers when applicable university policies or codes, contractual obligations, or state or federal laws are violated, but does not monitor the content of material posted on university-owned computers.

RESPONSIBLE USE OF EMAIL

The University of Mississippi recognizes the utilization of electronic communications as an efficient and necessary method of conducting business and advancing its mission of creating and disseminating knowledge. Electronic mail (email) should be used with the same care and discretion as any other type of official university communication.

Principal Priorities of Email:

1. Email communications must not be unethical, fraudulent, harassing, obscene, or perceived to be a conflict of interest or contain sensitive/confidential information (i.e. credit card numbers, social security numbers, etc.)
2. File attachments sent via email must be scanned using current anti-virus software prior to sending the transmission. Any file attachment that is received must be scanned prior to opening the file.
3. Users must not allow anyone else to send email using their accounts.

PROVISIONS

You are entitled only to one person's fair share of University resources unless written permission to the contrary has been granted by the Chief Information Officer (CIO). See <http://www.olemiss.edu/depts/it/policy/> for other technology-related policies.

The examples given below are examples of prohibited activities, not lists of everything that is a violation:

✘ YOU MAY NOT use the University computing or telecommunications systems to violate copyright law. Copyright law limits the right of a user to copy, download, distribute, edit, or transmit electronically another's intellectual property, including written materials, images, videos, software, games, sounds, music, and performances, even in an educational context without permission. Violations of copyright law may include giving others unauthorized access to copyrighted materials by posting that material on social networking sites, downloading from Internet websites or through peer-to-peer (P2P) file sharing any material owned by another without the owner's permission, or sharing files that include copyrighted material with others through peer-to-peer software or networks. Peer-to-peer is a method of file sharing that allows normal users ("peers") to connect directly to other users to share files. This can be contrasted with a server-based distribution method, where users connect to a server

(such as a web server via their web browser) to download files. If you have P2P file-sharing applications installed on your computer, you may be sharing copyrighted works without even realizing it. Even if you do not intend to engage in infringing activity, installing P2P software on a computer can easily result in you unintentionally sharing files (copyrighted music or even sensitive documents) with other P2P users, and you may then be personally responsible for the legal and financial consequences.

Examples: You use a file-sharing program or client, like BitTorrent, Gnutella, and LimeWire, Kazaa, BearShare, or others, to download or distribute movies, songs, games or software without authorization from the copyright owner. RIAA (Recording Industry of America) and MPAA (Motion Picture Association of America) can and do aggressively look for these violations. Alternatively, if you join iTunes and purchase several songs to play on your iPod, this is not a violation of copyright law.

In addition to the penalties outlined elsewhere in this policy, infringement of copyrighted work, including unauthorized P2P file sharing, may also involve civil lawsuits by the copyright owner. Possible penalties include actual damages and profits or statutory damages of up to \$30,000 for each work infringed (or up to \$150,000 for each willful infringement), court costs, attorney fees, and other civil damages. Criminal penalties for willful infringement may include, depending upon the value of the work(s) infringed, fines and imprisonment for up to 3 years as provided in 18 USC 2319.

Please be aware that there are many legal alternatives for downloading media such as iTunes, Pandora, NetFlix, and Amazon MP3. A list of popular, legal, fee-based and free alternatives is available to you at: <http://www.educause.edu/legalcontent>.

See the Higher Education Opportunity Act (HEOA) (http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=110_cong_public_laws&docid=f:publ315.110.pdf) and related federal regulations at 34 C.F.R. §§ 668.14 (b)(30) & 668.43(a)(10) for other copyright-related requirements for US colleges and universities.

✗ YOU MAY NOT steal, forge, lie or cheat with; snoop on; tamper with; misuse, damage, harass with; threaten with; hoard or monopolize; interfere with; violate the confidentiality of; masquerade with; or destroy any information, resource, equipment or software. This includes using your personal computer for these activities against other users or against their information resources.

Examples: You must not access the account of another; you must not generate activities which consume more than your share of either system time or network bandwidth (including chain letters); you must not fraudulently log into any computer, etc. (Reference: <http://www.mscode.com/free/statutes/97/045/index.htm>) You must not upload, post, or transmit content that is threatening, harassing, defamatory, libelous, invasive of another's privacy, hateful, or racially/ethnically motivated. This includes but is not limited to social networking sites, blogs, email or other electronic correspondence. You must not forge email headers or manipulate other identifiers in order to disguise the origin of any system or network activity.

✗ YOU MAY NOT possess any software, resource, or equipment whose purpose is to effect one of the violations listed in the first Provision.

Example: You must not have in your account on any University-owned system or on your personal computer programs which attempt to determine the passwords of others or obtain privileges on any computer to which you are not entitled.

✗ YOU MAY NOT attempt to violate the first Provision. Any such attempt will be considered to be the same as a violation.

Example: If you attempt to obtain system privileges to which you are not entitled, you are as guilty as if you had succeeded.

✗ YOU MAY NOT possess, willingly receive, or distribute obscene material.

Examples: Child pornography is absolutely against the law. It is a violation of Federal law to transmit this material across state lines, even electronically, and certain obscene materials are in violation of the Mississippi Code. (References: <http://www.mscode.com/free/statutes/97/005/0029.htm> and <http://www.mscode.com/free/statutes/97/029/0101.htm>)

✗ YOU MAY NOT violate the Information Technology Appropriate Use Policy off-campus anywhere in the world using University resources.

Example: An attempt to gain unauthorized entry to any computer off the University campus is as if you attempted to gain access to a computer here.

✗ YOU MAY NOT use any University facility for non-University commercial business or advertising, including unsolicited commercial email without written permission from the Provost and the CIO. This includes partisan political activities; however, any officially sanctioned University student group may maintain an official web page which presents objective information about the group itself. Commercial sponsorship of academic projects, e.g., the inclusion of banner ads on project web sites, is allowed in certain cases. These requests must be approved by the CIO.

Examples: You may not use the statistics software on the academic shared systems to do work for off-campus entities for which you are paid. The Young Democrats/Republicans may have a page which presents information about their activities and goals; they may not attempt to influence voters' choices through that page. The sending of unsolicited bulk email (spamming) is not allowed when it is unrelated to the University's mission.

YOU MUST connect all equipment and install all software in a manner that meets the technical, security, and fair use standards set by Information Technology.

Examples: All IP addresses and domain names are owned and assigned by the Office of Information Technology as specified in the University of Mississippi Policy for Domain Name Registration . World Wide Web, ftp, and other network services that interfere with fair network use by others may be restricted by the Office of Information Technology. You must follow proper use guidelines when using classroom technology, e.g., powering down projectors according to vendor specifications. Improperly secured and patched systems are vulnerable to attack from outside entities and may be used as platforms to propagate spam, computer virus and worms to other hosts both on the campus and abroad resulting in loss of bandwidth and possible restrictions to other computer systems; accordingly, compromised systems will be disconnected from the campus network as soon as they are detected.

YOU MUST TAKE FULL RESPONSIBILITY FOR WHAT YOU PUBLISH, TRANSMIT, OR POSSESS.

Example: Personal home pages (e.g., sunset accounts, Google Sites, etc.) cannot include copyrighted material, illegal information or be used to promote unlawful activity.

UNIVERSITY-OWNED computer and network resources, including Internet connections and bandwidth, exist to advance the mission of the University. The University will manage these resources accordingly. Technologies such as Internet2 are provided for specific purposes. The primary goals of Internet2 are to create a leading edge network capability for the national research community, to enable revolutionary Internet applications, and to ensure the rapid transfer of new network services and applications to the broader Internet community (see www.internet2.edu/html/about.html). The University authorizes the Office of Information Technology to create and enforce appropriate management policies that are supportive of the goals of these technologies.

Examples: The University reserves the right to send official notices to all student/faculty/staff email accounts. Campus webmasters should use discretion when linking to non-University websites. You may not install software on University-owned computers that interferes with day-to-day work or hinders the professional operation of University computers or networks. You may not set up a networked server on campus that results in the monopolization of network bandwidth or interferes with access to online academic resources.

PENALTIES

If you are suspected of violating this Policy, the University may impound any equipment, device, software, documents, or data that is involved. A search warrant will be obtained before impounding items not owned by the University.

If you have violated the Policy, you will incur the same types of disciplinary measures as violations of other University policies. Violation of state or federal free/statutes may lead to criminal or civil prosecution.

Students: Campus disciplinary measures may include, but are not limited to, failure in a class, permanent or temporary loss of information technology privileges, suspension or expulsion from the University, and restitution of expenses as well as charges for damages.

Faculty and Staff: Campus disciplinary measures may include, but are not limited to, reassignment of duties, transfer, censure, suspension, termination, and restitution of expenses as well as charges for damages.

Off-campus Users: The University may revoke the privileges of users who are found to be in violation and may report any serious violation to the users home campus authorities and to appropriate law enforcement officials.

INVESTIGATION AND DISCIPLINARY ACTION

Violations are most likely to be observed in two ways:

✓ A system administrator detects an anomaly and, in determining the cause of the problem, finds evidence of a violation.

Caution: In exceptional cases, a system or network administrator may detect evidence of a violation while performing his or her duties operating or maintaining a system. In these instances the priorities of protecting the University against seriously damaging consequences and/or safeguarding the integrity of computers, networks, and data either at the University or elsewhere, may make it imperative that the systems administrator take temporary restrictive action immediately. In these instances, all restrictive actions taken must be documented and justified in accordance with this policy. The Complaint Committee and/or Campus Security Coordinator must be immediately contacted so the complaint can be further investigated and processed.

✓ An individual observes what is perceived to be a violation. The office to be notified is determined by the status of the suspected violator:

Students: Suspicious activities should be reported to the Dean of Students.

Faculty: Suspicious activities should be reported to the Provost.

Staff: Suspicious activities should be reported to the Vice Chancellor for Administration and Finance. [Minor infractions by any account holder may be reported directly to the Complaints Committee (complaint@olemiss.edu).]

The Complaints Committee accepts reports of minor infractions (anything which is not serious and which should be correctable by pointing out the infraction to the offender, e.g., a business card on a web page) and attempts to resolve them within seven days; if not resolved, the violators are reported through the Campus Security Coordinator to their administrative office for stronger action. The systems administrator of a compromised system is free at any time to take immediate action to safeguard the University's infrastructure, including working with campus security to obtain a search warrant at the first sign of suspicious activity. OIT personnel will also document the actions taken from the point of discovery and will prepare a non-technical narrative for the use of the University. The CIO or designee may authorize monitoring of systems to gather information on any activity that is using University-owned equipment or services. These activities will be logged by the systems administrator when undertaken and will be conducted in an appropriate manner approved by the Campus Security Coordinator and the CIO.

Incidents will be reported by the systems administrator to the Campus Security Coordinator, possibly the Complaints Committee, and, in addition, to the appropriate disciplinary office(s) (Dean of Students, Provost, or Vice Chancellor of Finance & Administration). These units will authorize such additional steps as may be necessary to collect evidence, including the execution of a search warrant, and setting the scope and duration of the investigation. The Complaints Committee and the Campus Security Coordinator will work with the disciplinary office to decide when to notify the individuals involved that they are under investigation. If non-University service providers are involved, they will consult with the University Attorney and the CIO to notify them as soon as it is prudent to do so.

The collected evidence and the documents that record the actions of the systems administrator, OIT staff, and the Complaints Committee will be forwarded to the disciplinary office for adjudication together with a recommendation on any loss of privileges with respect to computing and telecommunications systems. The disciplinary office will report the outcome of the case to the Campus Security Coordinator and to the CIO. In the case of suspected criminal violations, the University Police will be involved.

The accused has the right to petition the disciplinary office for the release of impounded material and the restoration of privileges. That decision may or may not precede the disposition

of the case. In any event, any such decision must be communicated to the Campus Security Coordinator and the systems administrator. Faculty and staff members against whom disciplinary action is taken may follow the prescribed methods for the resolution of work-related conflicts, including the filing of a grievance.

MISSISSIPPI LAWS THAT APPLY TO THE USE OF COMPUTING AND NETWORKING SYSTEMS AND TO PUBLICLY ACCESSIBLE WEB PAGES

The following are examples of violations of the laws of the State of Mississippi (Mississippi Code of 1972 - <http://www.mscode.com/free/statutes/97/045/0011.htm>):

Public display of sexually oriented materials in a venue likely to be visited by minors in the normal course of business. (Reference: <http://www.mscode.com/free/statutes/97/005/0029.htm>)

Intentional deceit of anyone as to your true identity for the purpose of obtaining anything of value. You should not use someone else's email account at all, but to do so for personal gain is illegal. (Reference: <http://www.mscode.com/free/statutes/97/019/0085.htm>)

Profane or indecent language in a public place. A web page which resides on a University server is a public place. (Reference: <http://www.mscode.com/free/statutes/97/029/0047.htm>)

Publishing or exhibiting obscene materials. (Reference: <http://www.mscode.com/free/statutes/97/029/0101.htm>)

Hacking or passing along hacker information concerning a computer, computer system, or network to another person. Obtaining services to which you are not entitled and either inserting or changing system files are all illegal. (Reference: <http://www.mscode.com/free/statutes/97/045/0003.htm>)

Blocking another user from using a system he/she is entitled to use. (Reference: <http://www.mscode.com/free/statutes/97/045/0005.htm>)

Using or sharing the results of cracking a password file. This may result in up to five years in jail and a fine of up to \$10,000. (Reference: <http://www.mscode.com/free/statutes/97/045/0005.htm>)

Intentional modification or destruction of computer equipment or supplies. (Reference: <http://www.mscode.com/free/statutes/97/045/0007.htm>)

Erasing, modifying, sharing, or using the information in the files of another user. (Reference: <http://www.mscode.com/free/statutes/97/045/0009.htm>)

All of the activities outlined in the Mississippi Code are unlawful if the user was physically in Mississippi when the act was committed, was committing the act against a computer or system in Mississippi, or used a computer or network in Mississippi as a relay point. (Reference: <http://www.mscode.com/free/statutes/97/045/0011.htm>)

STUDENT CONDUCT PROCESS

Structure of the University Conduct System DSA.DS.300.001

Summary/Purpose: To describe the structure of the University Conduct System for non academic discipline.

The University conduct system, under the direction of the Office of the Dean of Students and the Department of Student Housing, is composed of administrative hearing officers, the University Judicial Council, the Department of Student Housing Judicial Board, and the Appellate Consideration Board.. These bodies are charged with hearing and/or reviewing cases of nonacademic misconduct. Cases involving academic misconduct or academic dishonesty should follow the separate disciplinary processes set forth by the Office of the Provost.

University of Mississippi Judicial Council

University Judicial Council is a primary finder of fact and decision-making body in the University conduct system and consists of a student judicial chair, ten students (one of whom will serve as assistant student chair), at least five faculty, and at least five staff members. A representative from the Office of the Dean of Students serves as the advisor to the council.

The position of Student Judicial Chair is elected by the student body through the University's annual Associated Student Body (ASB) campus-wide elections. The remaining student members are selected by a process determined by the ASB. The Student Judicial Chair shall appoint an assistant student chair.

The University Judicial Council, acting through a panel of at least seven members (six members plus the chair or assistant chair presiding), hears and decides cases involving alleged individual or organizational violations of University policy and any other case assigned to it by the Office of the Dean of Students. Decisions of the University Judicial Council are final, subject to appeal. For cases related to sexual misconduct, please review the conduct process outlined within the University's policy on sexual misconduct.

Appeals Process

Cases involving violations of University policy heard by the University Judicial Council or the Department of Student Housing Judicial Board may be appealed to the Appellate Consideration Board. Cases submitted for appeal will be considered by a panel of at least three members of the Appellate Consideration Board, chaired by the Vice Chancellor for Student Affairs or his or her designee.

Other Hearing Bodies

Individual colleges, schools, and professional programs may also have their own processes for student discipline and/or make academic judgments based on a student's fitness for continuance in his or her respective program of study. In addition, the Department of Student Housing may place a student's Housing contract under review for alleged University policy violations.

Initiation of Proceedings

DSA.DS.300.002

Any member of the University community may submit a complaint against a student or organization for a violation of University policies. A complaint shall be prepared in writing and submitted to the Office of the Dean of Students, including the date of the alleged violation of university policy, identification of the university policy allegedly violated, and the essential facts that the complainant alleges constitute the violation of university policy. Any complaint should be submitted as soon as possible after the event takes place.

The Office of the Dean of Students or its designee will review the complaint to determine whether the University has jurisdiction and will file charges against the student or organization named in the complaint or refer those involved to mediation. The determination as to whether or not a formal University charge is brought is final and not appealable. Any allegations of sexual assault, sexual harassment, or relationship violence will be referred to the University's Title IX coordinator in the Office of Equal Opportunity and Regulatory Compliance.

In addition, the Office of the Dean of Students or its designee may file charges on behalf of the University against a student or organization based upon information contained in a police report or court docket regarding conduct on or off campus or an incident report submitted by a member of the Department of Student Housing staff.

University Conduct Process

DSA.DS.300.003

Summary/Purpose: To describe the University's conduct process from notice of charge through the appellate process.

Below is the outline for the complete University conduct process.

1. Notice of Charge

When a charge is initiated against a student, or recognized student organization the Office of the Dean of Students or Department of Student Housing sends the involved student(s) or organization written notification in the form of an email or letter to meet with a representative of that department for a prehearing. This notice will inform the student of the specific policy, rule, or regulation that the student or organization is charged with having violated; the date, time, and place of the prehearing; and any other information deemed pertinent to the specific case.

2. Prehearing

At the prehearing, a representative of the Office of the Dean of Students or Student Housing will discuss the charges with the affected student(s). With the consent of all parties involved, the case may be immediately heard before an administrative hearing officer (a representative of the Office of the Dean of Students or Student Housing). If the parties do not so agree, the case shall be forwarded to a hearing body.

If the parties agree for the case to be heard by an administrative hearing officer, the charged student or student organization, waive all right to appeal; any decision rendered and sanction assigned by the administrative hearing officer is final.

3. Notice of Hearing

If a student will face a hearing before a panel of the University Judicial Council, the student will be provided written notice of the charges and the date, time, and place of the hearing along with a copy of this policy.

4. Hearing Process

Below are hearing procedures used within the University Judicial Council; similar procedures would be followed for all hearing bodies within the University conduct system. These procedures assume a prehearing has taken place or that the Office of the Dean of Students or other conduct officer has determined that the case should immediately be forwarded to a panel for hearing.

- a. Student disciplinary hearings are not intended to be adversarial but educational, conducted in an atmosphere of informality and fairness. Formal rules of process, procedure, and/or technical rules of evidence such as those applied in criminal or civil court are not used in the University conduct process.
- b. The chair of the hearing panel will preside over the hearing. The chair, with the aid of the Office of the Dean of Students or other hearing officer, shall notify all interested parties of the hearing and their rights at the hearing (which will include providing the parties with a list of the members of the hearing body), distribute copies of all relevant materials to the parties and members of the hearing body before the hearing, and at the beginning of the hearing, explain the process that will be followed.
- c. During the course of the hearing, the chair of the panel shall make all procedural and evidentiary determinations, which are final.
- d. In determining whether the charged party is responsible for violations of University policy, the University conduct system may consider information upon which institutions normally make academic and business judgments, including but not limited to pertinent records, exhibits, and oral and written statements.
- e. If the University brings a charge against a student based upon the student's criminal conviction by any trial court of competent jurisdiction, the criminal conviction may be accepted as a final factual determination that the student has violated applicable University policy. The function of the University's conduct process shall be limited to determining the appropriate University sanction under this and other University policies.
- f. The parties shall have the right to present their own case. This includes the right to make an opening statement, present witnesses and other evidence, to ask questions of witnesses presented by others, and to make a closing statement.
- g. The accused student(s) or organization has the right for an advisor or counselor of their choosing to attend the hearing, but any advisor or counselor accompanying a party will not be permitted to speak or participate directly in the hearing but will be limited to speaking only to the party for which they are advising. The student or organization may request to have more than one advisor or counselor at the hearing. This request should be submitted in writing to the Office of the Dean of Students.
- h. As the parties present information for the panel's consideration, members of the hearing panel, including the chair, may ask questions of the parties and other witnesses concerning the information presented or other information pertinent to the charge.

- i. Refusal to respond to questions posed during a hearing may lead to an adverse inference by the hearing panel concerning the subject matter of the question posed, and this adverse inference, if applicable, may be one factor considered by the hearing panel in making its decision.
- j. In a case in which the student or organization has admitted the wrongful conduct, the hearing panel may elect to proceed directly into deliberation concerning appropriate sanctions rather than hear evidence of the misconduct.
- k. At the conclusion of all evidence, the hearing panel will deliberate in private and will determine by majority vote whether it is more likely than not that the student or organization being charged violated University policy, and if so, will determine an appropriate sanction.
- l. The hearing will be closed to the public.
- m. Hearings involving several students or organizations may be consolidated if, in the opinion of the Office of the Dean of Students or other hearing officer, the issues involved arise from a common nucleus of facts and circumstances.
- n. The hearing will be recorded in some fashion.

5. Failure to Appear

If a student fails to attend a prehearing, an administrative hearing, or a hearing before a judicial body, the hearing may be held in the student's absence, which may lead to further charges for disregard of University authority.

6. Appeal

If the decision of a University hearing body may be appealed, the student (whether victim or accused) or student organization must submit a written appeal to the Office of the Dean of Students within five (5) business days of the decision being appealed unless a longer period of time is specified in writing.

a. Basis for Appeal

The first determination that needs to be made is whether or not the appeal has merit and should move forward for review by the Appellate Consideration Board. The initial determination of merit is made by the chair of the Appellate Consideration Board based upon the written request for appellate consideration and the hearing record to include information presented to the University hearing body and any audio or visual recording of the hearing. In determining whether or not an appeal has merit, the chair of the Appellate Consideration Board will not substitute his or her judgment for the decision of the University hearing body. Rather, determination of merit will be based on the following:

- i. whether prescribed University disciplinary procedures were followed, including whether the alleged misconduct falls within the jurisdiction of the University conduct system;
- ii. whether the decision reached by the University hearing body was arbitrary and capricious (that is, the decision was not based on substantial evidence);
- iii. whether the sanction(s) imposed by the hearing body were appropriate for the violation that the student or organization was found to have committed; and
- iv. whether new evidence exists sufficient to alter the original decision that was not considered at the original hearing and was not known by the charged party at the time of the hearing.

b. Appellate Process

Cases involving violations of University policy heard by any University hearing body, including the University Judicial Council and the Department of Student Housing Judicial Board, may be submitted for appellate review. The Chancellor has delegated final authority of review to the Appellate Consideration Board for cases it convenes. Once the Appellate Consideration Board has made a decision, the student or student organization will be notified in writing of the appellate ruling.

c. Appellate Decisions

After reviewing the appeal and documents pertaining to a particular case, a panel of the Appellate Consideration Board may:

- i. request additional information from the appealing party or the charging party;
- ii. remand the case back to the original hearing panel for reconsideration;
- iii. uphold the decision of the hearing panel;
- iv. modify by changing the imposed sanctions; or
- v. reverse the decision of the hearing panel and dismiss the case.

7. Victim Notification

The Office of the Dean of Students will disclose to the alleged victim of any crime of violence or a nonforcible sex offense, the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim

8. Actions Including Student Holds

If a student fails to appear in response to a notice of charge, a notice of hearing, or a notice to appear before any University hearing body or officer under another University conduct process, and/or if a student receives sanctions based on a finding that he or she was in violation of a University policy and has neglected to complete those sanctions, a hold may be placed on the student's account. A hold restricts a student's ability to conduct the following nonexclusive list of activities: register for classes, drop or add classes, , and other administrative privileges. It is within the discretion of the office which places the hold (typically the Office of the Dean of Students or Student Housing) to determine under what circumstances a hold may or may not be released.

9. Students with Disabilities

University policy calls for reasonable accommodations to be provided to students with disabilities on an individualized and flexible basis as mandated in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

Students with disabilities who require an accommodation in order to complete any of the appeal or judiciary proceedings noted above should contact the University department handling the appeal or judiciary proceedings. Students may also contact the Office of Student Disability Services for assistance and referral. More information regarding the Office of Student Disability Services can be found at www.olemiss.edu/depts/sds/ or by visiting the Office of Student Disability Services located at 334 Martindale Student Services Center.

University Conduct System Authority and Jurisdiction

DSA.DS.300.004

The authority and jurisdiction of the University conduct system is established pursuant to the delegation of legal authority by the Chancellor and the Board of Trustees of State Institutions of Higher Learning. In Article IX, section (5) of the Bylaws and Policies of the Board of Trustees of State Institutions of Higher Learning, the Chancellor of The University of Mississippi is charged with the responsibility of maintaining appropriate standards of conduct for students and is authorized to expel, dismiss, suspend, and/or place limitations on continued attendance and/or levy penalties for disciplinary violations subject to procedures of due process. The Chancellor exercises this delegated authority through the University conduct system and other University processes.

The Student Code of Conduct and the jurisdiction of the University conduct system shall apply to conduct that occurs on University premises, to conduct that occurs at University sponsored or associated events or activities, and to off-campus conduct that adversely affects the University community and/or the pursuit of its mission or objectives. The Office of the Dean of Students or its designee shall initially determine whether the University conduct system has jurisdiction to apply the student code to conduct occurring off campus on a case by case basis based on the considerations listed below. This determination is final.

- Charged student was acting as a representative of the University
- Charged student was traveling to or from campus
- Degree of violence that occurred
- Injuries to students or others
- Extent of danger posed to the University community
- Conduct was directed at another member of the University community
- Involvement of a student organization
- Incident may result in a felony charge
- Weapons or drugs were involved
- Date of incident
- Judicial history of student(s) involved
- Proximity to campus
- Charged student lives on campus

Each student shall be responsible for his or her conduct from the time of application of admission through the actual awarding of a degree, even though conduct may occur during periods between terms of actual enrollment and even if the conduct is not discovered until after a degree is awarded.

The University conduct system is designed to further the University's educational mission and therefore, it is neither comparable to nor a substitute for any federal, state, or local criminal or civil court system. Thus, even if a violation of University policy also subjects a student or organization to criminal or civil liability, the determination of whether University policy was violated will be made on the basis of a preponderance of the evidence (whether it was more likely than not that a violation occurred). Any criminal or civil proceeding may use a different or higher standard of proof. It is important for students to realize that each judicial proceeding to which they may be subject occurs on a separate track, and it is not necessary for any campus process to be held in abeyance until off-campus proceedings are completed.

Mediation

DSA.DS.300.005

In lieu of formal disciplinary proceedings, matters involving personal disputes between students and/or organizations may be mediated, during which all parties involved proceed in a good faith effort to resolve the conflict on a basis that is fair and just for all parties. Once the parties agree to proposed solutions (e.g., sanctions, restitution, etc.), the resolution is confirmed in a letter. Failure by any party to accept and/or comply with the mediation resolution terms may result in formal disciplinary proceedings.

Disciplinary Sanctions

DSA.DS.300.006

Below is a nonexclusive list of sanctions available to a judicial body. Sanctions are not primarily punitive; sanctions should be fashioned to educate the students or student organizations involved and to protect the University community, taking into consideration all circumstances surrounding the case including aggravating or mitigating factors, such as a student or organization's prior conduct record, harm caused or danger posed to the University community, and motive or intent, including but not limited to whether the misconduct was committed because of the actual or perceived race, color, ancestry, ethnicity, religion, national origin, gender, or sexual orientation of the victim.

Failure to complete an assigned disciplinary sanction in the prescribed time may result in a hold being placed on the student's account. The student or organization may also be found in violation of "Disregard for University Authority" and may be subject to further review which may result in the imposition of additional sanctions.

Oral reprimand – an oral statement of disapproval with or without written follow-up communication.

Written reprimand – a written notice to the student or organization of the inappropriate nature of the conduct.

Disciplinary probation – a written reprimand to a student or organization for violation of specified regulations. Probation is for a definite period of time and includes the possibility of more severe sanctions if the student or organization is found to violate any University rules and regulations during the probationary period.

Social probation – prohibits an organization from sponsoring or participating in any organized social activity, party, or function; prohibits a student from participation within social organizations on campus or representing the University as a member of a group.

Loss of privileges – denial of specified privileges for a designated period of time. This may include, but is not limited to, loss of visitation rights, denial of participation in specific programs, denial of participation in University-related organizations or groups, denial of the right to attend University-sponsored events, and denial of access to campus resources or facilities.

Fines – monetary fines may be assigned.

Restitution – compensation for loss, damage, or injury. Restitution may take the form of appropriate service and/or monetary or material replacement.

Community service – assignments for the benefit of the University or community. Community service assignments must be approved by the Office of the Dean of Students or other appropriate hearing body or officer.

Assessment – a student may be required to attend sessions with a counselor for an assessment, either through the University’s Counseling Center, Student Health Services, or outside provider.

Substance Abuse Education – a student may be required to meet with a substance abuse educator or attend programs designed to help the student deal with substance abuse issues and learn from the experience.

Educational requirements – actions that will enhance the educational impact of the student discipline process on the student, which may include oral or written reports to the Office of the Dean of Students or other appropriate hearing body or officer. Educational sanctions are designed to increase the student’s understanding of how his or her behavior affects others.

Loss of recognition – a student organization may lose its recognition on campus as a registered student organization. The Office of the Dean of Students will notify any national or regional governing body with which the organization is associated or which sponsors social, academic, or sports events when such loss of recognition is imposed so that the full impact of this decision may be understood.

Parental notification – parents may be notified of violations of the alcohol and drug policies if the student is under the age of 21.

Suspension – separation of the student or organization from the University for a definite period of time, after which the student or organization is eligible to return. Conditions for readmission may be specified. This sanction may be listed on the academic transcript. The University shall not accept or transfer academic credit for courses taken or academic work performed during the suspension.

Expulsion – permanent separation of the student or organization from the University community. This sanction will be noted on the academic transcript of the student.

“As soon as you are matriculated, you are a part of the University and “Ole Miss” is your Alma Mater. You are fully entitled to the rights and privileges which she offers, and responsible now for the upholding of her good name.”

—M-Book 1931-32

Two-Strike Policy

The two-strike policy is formally entitled Minimum Sanctions for Alcohol and Other Drug Violations (DSA.DS.300.007). This policy, which is found on the University Policy Directory, and in this book below, deals with drug and alcohol violations committed by University of Mississippi students. Students found in violation of a drug or alcohol offense will be put on two-strike probation for a period of time and will at that time receive their first strike. Any other drug or alcohol offense occurring within that probationary period will result in a University Judicial Council hearing where a plea or finding of in violation will result in suspension from the University. Below is the actual minimum sanctions policy which outlines the specific details of the University of Mississippi's two-strike policy.

Minimum Sanctions for Alcohol and Other Drug Violations (Two Strike Policy) DSA.DS.300.007

Minimum Sanctions for Alcohol and other Drug Violations

Any student or student organization found in violation, through the University's conduct process, of a University policy concerning or involving the use of alcohol or other drugs will receive the following minimum sanctions:

Student's or student organization's first offense – Required alcohol/drug education program and related fees or fines, community service, and probation for the remainder of current semester and the following two semesters (Fall or Spring) enrolled at the University. Probation extends through any intervening summer terms, inter-sessions, and/or any institutional breaks.

Student's second offense while on probation – Suspension from institution. The University Judicial Council may elect for the suspension to take effect immediately or to take effect upon completion of the current semester or term. The student shall be suspended for at least one complete Fall or Spring semester following the suspension's effective date, including any intervening summer terms or inter-sessions.

Student organization's second offense while on probation – Suspension of organization's social activities to take effect immediately and to remain in effect for at least one complete Fall or Spring semester following the suspension's effective date, including Summer terms or inter-sessions.

These are minimum sanctions. The findings of fact, aggravating circumstances, and prior record of the student or student organization will be factors considered when determining any appropriate additional sanctions on either the first or second offense. Though the underlying finding of responsibility is appealable, the minimum sanction prescribed by this policy is not. Any sanction beyond the minimum sanction, however, is appealable using the University's published student conduct process.

Students who are suspended from the University should be aware that this action may impact the following:

- grades and academic performance
- tuition, residence hall costs and fees (suspension does not forgive financial obligations)
- student financial aid
- athletics participation and eligibility
- health insurance (contact your personal health care provider)
- University housing
- meal plan
- use of University resources and access to University facilities
- immigration status for international students
- veterans and dependents of veterans
- internships, assistantships, and study abroad

This is not a complete list and does not include all potential consequences for suspension.

Off-campus conduct – The University may bring a charge under this policy against any student or student organization committing any alcohol or drug-related offense that is otherwise sanctionable under the University’s conduct policy describing the authority and jurisdiction of the University’s conduct system. For students, such offenses include but are not limited to any drug-related crime, public intoxication, and driving under the influence of drugs or alcohol occurring within Lafayette County.

If the University brings a charge against a student based upon the student’s criminal conviction by any trial court of competent jurisdiction or other court proceeding that includes an admission or finding of guilt, the admission or finding may be accepted as a final factual determination that the student has violated applicable University policy, and the sole function of the University’s conduct process will be to determine the appropriate University sanction under this and other University policies.

Interim Suspension While Charges Pending **DSA.DS.300.008**

Under ordinary circumstances, a student charged with a violation of University policy shall remain free to attend class and engage in all other University functions and activities while discipline charges are pending. However, some or all of a student’s privileges may be limited or suspended by the Vice Chancellor for Student Affairs on an interim basis pending the outcome of any University conduct process. The Vice Chancellor for Student Affairs may limit or suspend student privileges when the Vice Chancellor determines that it is necessary to do so for any of the following reasons:

1. To ensure the safety and well-being of a member of the University community;
2. To protect the property of the University or of other members of the University community;
3. To ensure the physical or emotional safety of the charged student; or
4. If there is a substantial likelihood that the charged student poses a threat of disruption or interference with the effective operation of the University.

An interim suspension or withdrawal of privileges does not replace the regular University conduct process, which shall proceed in the normal course up to and through a University conduct hearing and appeal, if required.

Simultaneous University, Local, State, or Federal Actions **DSA.DS.300.009**

The University of Mississippi's conduct system is designed to further the University's educational mission and therefore, it is neither comparable to nor a substitute for any federal, state, or local criminal or civil court system. Thus, even if a violation of University policy also subjects a student or organization to criminal or civil liability, the University conduct system will determine whether University policy has been violated on the basis of preponderance of the evidence (whether it was more likely than not that a violation occurred). Any criminal or civil proceeding may use a different or higher standard of evidence. It is important for students to realize that each judicial proceeding to which they may be subject occurs on a separate track, and it is not necessary for any campus process to be held in abeyance until off-campus proceedings are completed. Nevertheless, the University conduct system may accept a criminal conviction by any trial court of competent jurisdiction as a final factual determination that the student has violated applicable University policy.

The University conduct process does not affect the jurisdiction of the courts and other civil authorities over any University of Mississippi student. Membership in the University community does not create any privilege or immunity from the laws and other regulations that apply equally to all residents of the state of Mississippi.

Disciplinary Record Retention **DSA.DS.300.010**

Disciplinary hearings held through the University conduct system are closed to the public. Suspension or expulsion from the University may be noted on a student's transcript. Imposition of other sanctions shall be noted within a student's confidential disciplinary record maintained by the Office of the Dean of Students as well as Student Housing. Student disciplinary records shall not be disclosed to third parties except as required by the Campus Security Act or allowed by the Federal Educational Rights and Privacy Act. Records of student disciplinary hearings will be retained under the direction of the Office of the Dean of Students or other appropriate student conduct body or officer for three years following a student's graduation from the University or date of last attendance. If a case involves suspension or expulsion from the University or involves ongoing or pending litigation, the records may be kept longer.

Section III

Student Intervention Team (SIT)

The Student Intervention Team (SIT) at The University of Mississippi exists to address student behavioral concerns that are not supportive of the University's central function and are not addressed by an existing agency of the University. Included in, but not limited to, the list of behaviors are threats, aberrant or strange behavior, violent or perceived violent behavior, repeated threats of suicide or violence against others, etc. SIT shall make recommendations to the Chancellor, Provost, and Vice Chancellor for Student Affairs with regard to a student's ability to continue at The University of Mississippi. The SIT does not preempt any other University department in performing its duties in enforcing the law or managing student situations.

In addition, it shall be the responsibility of the SIT to develop and review University policies which address such situations and behavior. For more information about the Student Intervention Team, please visit the following web site: <http://www.olemiss.edu/orgs/sit/>. To report concern about a student, please send an email message to: sit@olemiss.edu, or in case of an emergency please call UPD at 662-915-4911.

Mandated Assessment

DSA.DS.500.001

Mandated Assessment Policy

The University of Mississippi is concerned for every student on our campus and for our entire campus community. In an effort to more effectively serve our students and our community, the Student Intervention Team (SIT) has put in place these guidelines to help reach students who may be in need of support but who are unwilling or unable to take advantage of these services.

What is a mandated assessment?

A mandated assessment is an opportunity for the University to determine if a student is in need of help or support. The assessment involves an individual meeting with a designated staff member at the University Counseling Center (UCC). Following this initial meeting, additional services may be deemed necessary by the designated counselor. These services could include but are not limited to, referral to the University Psychiatrist for additional evaluation, additional sessions with the UCC counselor, or referral to outside agent for additional assessment.

How does a student get referred for a mandated assessment?

Any University employee or student may recommend a student to SIT for possible mandated evaluation. Reports may also come from parents or others concerned about a student. Once the SIT determines that a mandated assessment is necessary, the process is set into motion.

Who makes the decision that a student be provided a mandated assessment?

The decision is made by the SIT after careful consideration of the information given and determining the best course of action.

What behaviors typically lead to a mandated assessment?

Behaviors that may lead to a mandated assessment include but are not limited to:

- Threat to self
- Threat to others
- Self-destructive behaviors
- Concern that the student may not be fit to function in or remain in the academic community.

Is the assessment confidential?

Yes, the session with the counselor is confidential. However, the student will be required to sign a release of information so that the counselor can communicate with SIT to help make recommendations for further action. No one else will have access to any information without written permission from the student being assessed. Student files will be maintained at the UCC.

What happens once the student is referred for assessment?

Once the SIT has determined that a mandated assessment is needed, the student will be contacted by a representative of SIT regarding an appointment with the UCC. This will take place as soon as possible. The assessment will be completed at the UCC, and the student will be asked to complete the typical intake information used by the UCC as well as information specific to the mandated assessment.

Can the student request that the assessment be done by someone other than the UCC?

Yes, a student may choose to have a similar assessment completed by a licensed mental health professional with credentials comparable to those of the UCC staff. The student will be responsible for the cost of this assessment and must sign a release allowing the SIT to communicate with the professional conducting the assessment.

What happens following the assessment?

The results of the assessment are provided to the SIT, and the team will make the decision as to what actions are necessary for the student's well-being and the University community. Possible outcomes following the assessment could include but are not limited to: no further action required (student continues enrollment at the University); referral to the University Psychiatrist for additional evaluation; additional sessions with the UCC counselor; referral to outside agency for additional assessment; possible judicial sanctions; or the invocation of the Involuntary Withdrawal Policy.

Does the student have the right to appeal the decision of SIT?

Yes, a student may appeal the final decision of SIT to the Vice Chancellor for Student Affairs. The appeal will follow the same guidelines outlined in the Involuntary Withdrawal Policy.

What if the student refuses to comply with the mandated assessment?

If a student refuses to participate in the mandated assessment, the SIT will begin the process of invoking the Involuntary Withdrawal Policy.

A mandated assessment will only be one part of the overall picture of the student and will not be the sole determining factor for action taken regarding the student.

Involuntary Withdrawal

DSA.DS.500.002

The University of Mississippi is committed to the well-being and safety of all its community members. Therefore, a student may be involuntarily withdrawn from the University if it is determined that the student presents a danger to himself or to others. Decisions for involuntary withdrawal will be made by the Student Intervention Team or SIT. A decision for involuntary withdrawal will only be made after less drastic measures have been considered and rejected as inappropriate or insufficient under the circumstances. Prior to any involuntary withdrawal, a student will be encouraged to withdraw voluntarily.

This policy does not take the place of disciplinary action for a student's violations of University policy. This policy is to be invoked only in extraordinary circumstances where it is determined that other policies are inadequate or inappropriate.

The standard for involuntary withdrawal is clear and convincing evidence that the student represents a danger to himself or herself, or to others. Examples of such circumstances include, but are not limited to: students threatening other individuals with severe bodily harm, students making suicidal threats, students engaging in serious self-abuse (such as life-threatening eating disorders or substance abuse), students who are not able to care for their own basic needs to the extent that their lack of self-care represents a threat to the health of themselves or others, and/or students exhibiting extremely bizarre or destructive behavior. This policy may not be used to involuntarily withdraw a student simply because he or she exhibits eccentric or unusual behavior.

Prior to involuntarily withdrawing a student, SIT may require that the student undergo a mandatory evaluation. The evaluation will not be required if SIT believes that such an evaluation will not be helpful in arriving at a decision.

A student who is being considered for involuntary withdrawal shall be notified in writing by SIT. If the student would like to request a hearing before SIT, he or she must request a hearing in writing within 48 hours of the initial notification. If a student requests a hearing, it will be conducted as soon as possible, but no later than seven calendar days after the request is made, unless both the student and SIT agree that a further postponement is necessary. While the hearing is pending, SIT may, for safety reasons, prohibit the student from being on campus or limit other student privileges or access to University facilities or resources.

The hearing will be informal. The student may bring a parent, an advisor, or a mental health professional to the hearing. The student will be allowed to present any evidence that he or she believes demonstrates that involuntary withdrawal is not necessary; however, SIT may decline to hear evidence that is irrelevant or redundant. If a student fails to appear at a scheduled hearing, SIT may, in its discretion conduct the hearing in the absence of the student.

If SIT decides that involuntary withdrawal of a student is necessary, the student may appeal in writing to the Vice Chancellor for Student Affairs. Such an appeal must be filed within three days of the notification that the student is being involuntarily withdrawn. Within three days of the receipt by the Vice Chancellor for Student Affairs of a notice of appeal from a student, both SIT and the student will submit written reports to the Vice Chancellor for his or her review. No hearing will be made upon appeal. The Vice Chancellor will rule as soon as possible, but no later than one week after the receipt of the written reports from SIT and the student. The decision of the Vice Chancellor will be final.

If a decision is made by SIT to involuntarily withdraw a student from the University, the members of SIT shall immediately prepare a list of offices to be notified of the decision. The list shall include the offices of the Provost, the Registrar, the Dean of the School or College in which the student is enrolled, and UPD. Other offices may need to be notified as well, such as Housing and Financial Aid. Furthermore, SIT may notify any person or office, both on campus or off campus, of its decision if SIT determines such notification is necessary to protect the health and/or safety of either the student or third parties.

Students who are involuntarily withdrawn from the University will be allowed to petition SIT for readmission during a subsequent term. Students who have been involuntarily withdrawn will be required to present clear and convincing evidence that they no longer pose a danger to themselves or to others. SIT may impose reasonable conditions upon students who are readmitted after being involuntarily withdrawn. Failure to comply with conditions may result in the student being withdrawn from the University immediately.

Students denied readmission by SIT may follow the appeal process outlined above.

Section IV

Student Organizations

Official Recognition of Student Organizations

DSA.DS.400.001

Students desiring to form an official student organization may do so by submitting a Student Organization Registration Form found online through the Office of the Dean of Students' website, <http://dos.olemiss.edu>. The form should be completed online through Org Sync. The registration form requesting official recognition should include the officers of the petitioning group, a constitution for the group, the name of a full-time University faculty and/or staff member as advisor(s), and a statement of purpose. The constitution should cover details including dues, membership requirements and selection process, initiation requirements, and a statement of purpose or mission statement. Upon completion of the registration form the Office of the Dean of Students will review the information. Official recognition of the group will be granted when the Vice Chancellor for Student Affairs or his or her designee approves the supporting recommendation of the Office of the Dean of Students.

The named faculty/staff advisor in addition to the student president will receive notification(s) of any type of actions taken on behalf of or in reference to the organization. Notice to the student president and/or the faculty/staff advisor will be considered notice to the organization.

Rights and Privileges

The most important privilege that accompanies recognition as a student organization is the official association with The University of Mississippi. Additionally, organizations that are recognized may use most University facilities without charge, may take advantage of University services, may congregate without special permission (as long as no other University policies are violated), and may sponsor activities on campus.

Recognized student organizations also may use University marks, logos, insignia and trade dress in connection with the organization or its events with prior permission from The University of Mississippi Department of Licensing (662-915-7445).

All recognized organizations shall be listed in either a physical or electronic publication maintained by the Office of the Dean of Students. Organizations are subject to all University of Mississippi policies and may face disciplinary action through the University conduct system for any policy violation.

Annual Registration of Student Organizations **DSA.DS.400.002**

All University of Mississippi student organizations are required to register annually through Org Sync. The Office of the Dean of Students will set the final date for registration renewal for current student organizations at the beginning of the academic year. That date will be clearly defined and communicated through a wide range of media. Information that should be updated in the registration renewal will include:

- new officers
- new advisor/s
- changes in the constitution
- contact information of officers including telephone numbers and mailing addresses, and
- changes in web addresses or any other information that has changed over the course of the year.

Organizations that fail to comply by the set deadline will be declared inactive and will forfeit those rights and privileges that are granted to student organizations in good standing until renewal is completed.

Student Organization Orientation

All student organizations must have a representative at the Student Organization Orientation. Orientation will be held at the beginning of each academic year and scheduled within three weeks of the first class day. In the event of extenuating circumstances, a representative may make alternate arrangements with the Office of the Dean of Students should he or she be unable to attend. If this requirement is not met, organizations may be declared inactive and will forfeit those rights and privileges granted to student organizations in good standing. Student Organization Orientation will provide an overview of the resources provided to student organizations, pertinent dates and events, and answers to any questions student leaders might have.

Risk Management Training

Advisors and organization leaders are required to complete risk management training for their organization annually. Please refer to <http://dos.olemiss.edu> or the Student Organization Handbook for dates, times, resources, and a list of full requirements for the completion of the training. If this requirement is not met, organizations will be declared inactive and will forfeit those rights and privileges that are granted to student organizations in good standing.

Student Organization Handbook

The University of Mississippi Policy Directory is the official governing document of the University, and student organizations are responsible for knowing and understanding the policies of The University of Mississippi. Any additional requirements for student organizations will be outlined in the Student Organization Handbook. Organizations that fail to follow the policies and guidelines set forth in these documents may forfeit the rights and privileges granted to student organizations in good standing.

Organization Sponsored Activities **DSA.DS.400.003**

Throughout the school year, recognized student organizations may sponsor rallies, speakers, field days, and other activities. The University of Mississippi has a responsibility to ensure that these events are conducted in an orderly fashion and in the best interest of the University community. Therefore, it is important that major activities be registered with the Office of the Dean of Students. In addition, the sponsoring organization must work with appropriate University agencies in the execution of the activity and follow all other policies of the University.

Registration of Activities **DSA.DS.400.004**

Opportunities for social activities on The University of Mississippi campus are encouraged when these activities serve as a complement to the educational pursuits of students. To achieve that end, the University has established guidelines for sponsorship, promotion, and execution of social activities. Any activity occurring on or off campus, involving a planned gathering of students for social purposes is considered a social activity. Student organizations are expected to follow the guidelines presented in this policy and in other stated University policies. Violations of these regulations may result in sanctions or discipline through the University Conduct System or other appropriate governing body.

Registering Activities

Every social activity must be registered with the Office of the Dean of Students. For on-campus social activities, the activity must be registered at least five (5) calendar days in advance of the activity. For social activities occurring off-campus, student organizations must register the activity at least 14 calendar days in advance and provide a copy of the contract it has with the host location. Additionally, the advisor, or chairman of the advisory board when applicable, also must be notified and accept the event.

Regardless of the event location, the student organization is responsible for all usages fees, and any damages that might occur to event facilities. Event registration forms are available online through Org Sync, which can be found at the Office of the Dean of Student's website (<http://dos.olemiss.edu>).

Social Activities Involving Alcohol

Student organizations facilitating social activities where alcohol may be present are required to follow all local, state, and federal laws, University of Mississippi policy, and all other policies outlined within the Student Organization Handbook. Additionally, organizations allowing the lawful consumption of alcohol at any event should be familiar with Mississippi's Social Host Liability Law (please refer to Miss. Code Ann. § 97-5-49 (2011)).

Common Transportation to Off Campus Sites

Organizations traveling in large groups are strongly encouraged to use common transportation to be provided by a licensed transportation company (vans, charter service, shuttles, etc.) In the event that common transportation is used, the departure location must be provided to the Office of the Dean of Students on the event registration form. Parking vehicles in unapproved locations could result in personal vehicles being towed from the location at the owner's expense.

The sponsoring organization is responsible for providing a safe and orderly boarding and drop off procedure and for the cleanup of the boarding location. Organizations will be charged for the cleanup of trash or damage to property by their members or guests.

Scheduling of Social Activities

The University of Mississippi is an institution of higher learning and no activity shall interfere with the academic integrity of the institution. Therefore, no student organization, Greek or otherwise, shall be permitted to schedule, register, or host social functions during the period beginning Sunday the week of final examinations, and lasting through the end of final exam week. This includes both on and off campus functions and applies to all academic terms. Social activities shall not be permitted when the University is not in session including during any intra semester breaks such as, but not limited to, fall break and spring break. The Office of the Dean of Students will consider exceptions. Requests for exceptions must be made on the event registration form.

Time Restrictions on Activities

Any social activity held on the University of Mississippi campus on Sunday through Friday may not commence prior to 4 p.m. without the special permission of the Office of the Dean of Students. Activities held on Sunday through Thursday nights shall not continue beyond midnight. Activities held on Friday or Saturday may not continue beyond 1 a.m. Exceptions will be considered by the Office of the Dean of Students and may be approved by the Office of the Vice Chancellor of Student Affairs. Requests for exceptions must be made on the Event Registration Form. Students or student organizations violating this policy are subject to disciplinary action through the University Conduct System.

Missing Greek Residential Student Notification DSA.DS.400.005

Definitions

Greek Residential Student: a student currently enrolled at the University of Mississippi, who resides in an on-campus Greek house.

Missing: (1) a student is presumed missing if she or he is overdue in reaching home or campus for more than 24 hours past an expected arrival and a check of the student's residence supports that determination. (2) A Residential Student may be considered missing if she or he is overdue in reaching home, campus or another specific location past the expected arrival; additional factors lead University staff to believe she or he is missing; and a check of the student's residence supports that determination.

Notification to Residential Students

- A. Presidents of Greek organizations with on campus houses are required to keep on file current phone numbers of students living in the fraternity or sorority house. The student is responsible for ensuring the contact information is current and accurate
- B. Students residing in on-campus Greek houses will be informed of the option to identify an individual(s) to be contacted by the institution not later than 24 hours after the time the student is determined missing. The contact information will be confidential and retained by the presidents of each organization.
- C. Students residing in on-campus Greek houses under 18 years of age and not emancipated will be informed that the University is required to notify a custodial parent or guardian not later than 24 hours after the time that the student is determined missing.
- D. Students living in on-campus Greek houses will be informed that the University will notify the appropriate law enforcement agencies within 24 hours after the time that the student is determined missing.

Procedures for Reporting Missing Students

Any University of Mississippi student or employee who receives information that a student living in an on-campus Greek house may be missing must immediately report the information to the Office of the Dean of Students. The Office of the Dean of Students, along with the University Police Department (UPD), will conduct a preliminary investigation to verify the situation and to determine the circumstances which exist related to the reported missing student. If upon conclusion of the preliminary investigation, it is determined that the student should be considered missing, UPD will contact the appropriate outside law enforcement agencies and provide relevant information.

All pertinent law enforcement agencies, including, if known, those operating in the student's normal routes of travel or hometown, will be notified and requested to render assistance; all law enforcement agencies involved will receive routine investigation status reports during the course of the investigation. If UPD determines that the student should be considered missing, the person making the initial report will be encouraged to file an official missing person report to local police.

Procedures for Investigating Missing Students

If the student is determined to live in an on campus Greek house, a preliminary investigation will be initiated to verify the situation and to determine the circumstances related to the reported missing student.

The president or designee of the respective organization will attempt to contact the student via his or her telephone by using the number(s) provided.

If the student cannot be reached by telephone, the on-campus house should be searched to verify the reported missing student is not inside the house. Any suspicious or other relevant information should be immediately reported to UPD.

If these steps provide someone with an opportunity to speak with the missing student, verification of the student's state of health and intention of returning to campus should be made. A referral, if needed, may be made to the University Counseling Center.

If these steps do not provide someone with an opportunity to speak with the missing student and the missing student is determined to be under the age of eighteen, the Office of the Dean of Students will contact the parents or guardians within 24 hours. If the missing student is determined to be over the age of eighteen, the Office of the Dean of Students will contact the individual(s) identified by the student as his or her emergency contact within 24 hours. The UPD will be given all pertinent information regarding the missing student. UPD will work with all pertinent law enforcement agencies, including, if known, those operating in the student's normal routes of travel or hometown. All law enforcement agencies involved will receive routine investigation status reports during the course of the investigation.

*Write home at least once a week. You will be
glad you did when you go back there.*

—M-Book 1929-30

Section V

Things to Know

Absence from Class Notification

When a currently enrolled student has been affected by an emergency or crisis that causes one or more absences from class, the student should immediately contact his or her instructors and a staff member in the Office of the Dean of Students. A student who cannot report the emergency or crisis because of hospitalization, emergency service, urgent travel needs, or incapacitation may rely on another party (parent, close relative, care giver, etc.) to report the absence(s). Any verification documents related to the emergency or crisis should be submitted to the Office of the Dean of Students when applicable.

Excused absences and makeup work are granted solely at the discretion of each class instructor, even if an absence notification is sent from the Office of the Dean of Students. Absence notifications from the Office of the Dean of Students provide information to faculty members but do NOT excuse absences or serve as a request for a student's absences to be excused. Students are strongly encouraged to communicate directly with their instructors regarding class absences.

Health care providers at the Student Health Center will not provide written explanations regarding absences from class for illnesses not diagnosed and/or treated at the Health Center. Students also should understand that Absence from Class Notifications are not necessarily retroactive; requests for absence notifications should be submitted to the Office of the Dean of Students in a timely manner. Students with emergencies or instructors with questions should contact the Office of the Dean of Students (662-915-1387).

Equal Opportunity and Regulatory Compliance

The Office of Equal Opportunity and Regulatory Compliance (EO/RC) is responsible for the implementation, monitoring, and evaluation of the University's Affirmative Action Program and to ensure compliance with all federal regulations for The University of Mississippi. The Executive Director of EO/RC also serves as the Title IX and ADA coordinators.

EO/RC's mission is to ensure the university's compliance with federal regulations regarding fair treatment of faculty, staff, and students; to ensure equal employment opportunity and to ensure equal access to a quality education for students. EO/RC is also responsible for investigating complaints of discrimination and serves as a liaison between the university and federal enforcement agencies concerned with equal opportunity and non-discrimination.

For more information about the university's policies on non-discrimination, see the university's policy directory (<https://secure4.olemiss.edu/umpolicyopen/>). For more information about EO/RC, see our website at www.olemiss.edu/depts/affirmative_action/

If you need special assistance related to a disability, please contact or visit our office:

(662) 915-7735 (Voice)

(662) 915-1570 (TDD)

email: eco@olemiss.edu

217 Martindale Student Services Center

Americans with Disabilities Act or ADA ACA.EO.100.015

The University of Mississippi does not discriminate against any student, employee or applicant for admission or employment based on disability status.

The Executive Director of Equal Opportunity & Regulatory Compliance also serves as Americans with Disabilities Act (ADA) Coordinator. Any employee who has a bona fide disability and needs a reasonable accommodation should contact this office at 662-915-7735 or email to eeo@olemiss.edu. Any student who has a bona fide disability and needs a reasonable accommodation should contact the office of Student Disability Services at 662-915-7728 or email to sds@olemiss.edu

All brochures, letters and other invitations to campus events should contain the following: "If you require special assistance relating to a disability, please contact (enter name and number of contact person)."

Student Disability Services

The University of Mississippi and the Office of Student Disability Services (SDS) are committed to ensuring equal access to a quality education for qualified students with disabilities through the provision of reasonable accommodations which support University standards and academic integrity and which promote student independence and self-advocacy.

University policy provides for reasonable accommodations to be made for students with verified disabilities on an individualized and flexible basis as specified under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). For more information on the University's commitment to disability access, please visit the University's access statement at: <http://www.olemiss.edu/info/access.html>

SDS provides classroom accommodations to all students on campus who self disclose a disability, including, but not limited to, learning disorders, psychiatric disorders, mobility issues, deaf/hard of hearing, blind/low vision, chronic illness, attention deficit disorders, and other physical disorders. Interested students must request accommodations by completing an intake application; must submit current, comprehensive medical documentation; and must meet eligibility criteria.

Students with disabilities who believe they may benefit from classroom accommodations or other assistance should contact SDS at:

234 Martindale
662-915-7128 (voice) 662-915-7907 (TTY)
sds@olemiss.edu
www.olemiss.edu/depts/sds

For more information regarding the University's policy on students with disabilities, please visit the University of Mississippi's policy directory (<https://secure4.olemiss.edu/umpolicyopen/>).

The University of Mississippi Issued Identification Cards ADM.ID.300.001—ADM.ID.300.009

All students, faculty, and staff are required to have an Ole Miss ID card. Before a University of Mississippi ID card is issued, identification of the cardholder must be verified, an ID number assigned, and status at the University of Mississippi determined. A University of Mississippi ID card is issued only to current students, faculty, and staff. All other requests for ID cards must be requested in writing to the ID Center and are subject to approval. The University of Mississippi ID card is an official form of identification; therefore, hats, sunglasses, or head coverings may NOT be worn in an ID photo.

Possession and/or use of a University of Mississippi ID card by someone other than the person identified on the card is a violation of university policy. Misuse, alteration of, or abuse of the University of Mississippi ID card will result in loss of privileges granted by the card, and disciplinary action being initiated. All ID cards issued by the University of Mississippi ID Card Center remain the property of The University of Mississippi.

The first ID card is issued at no charge. Possession of more than one ID card issued by the University of Mississippi is a violation of university policy. Replacement ID requests may be made in writing to the ID Center, and require a \$30 fee which may be paid using Ole Miss Express, cash, check, Visa, or MasterCard. ID cards are made Monday through Friday, 8:15 a.m. – 4:45 p.m. Questions concerning ID cards issued by The University of Mississippi should be directed to the ID Center at (662) 915-7423 or omexpres@olemiss.edu.

Report any lost or stolen ID's immediately to the ID Card Center, the University of Mississippi Police Department, or online at www.olemiss.managementid.com to place a hold on an ID account. IDs reported as lost or stolen will not be reactivated over the phone. Only ID's presented in person at the ID Card Center by the cardholder identified on the card, or online at www.olemiss.managementid.com will be reinstated as an active account.

University Police and Campus Safety Department UPD.GP.100.001

The University Police and Campus Safety Department [UPD], located in Kinard Hall on Rebel Drive, is a full-fledged police department with legal jurisdiction of campus and is responsible for police services and parking services.

UPD police officers, who are state certified and are on duty 24 hours a day, 365 days a year are called upon to handle any police matter or criminal investigation. If you are victimized in any manner on campus (i.e., property stolen, harassing phone calls, or if you are involved in a vehicular accident, etc.) – you should immediately contact UPD for assistance.

Non-emergency 662-915-7234

Police emergency 662-915-4911

email upd@olemiss.edu (this is not monitored 24/7).

Students can go to UPD's website - <http://www.olemiss.edu/police> to find:

- the University's Clery Report [also referred to as the Annual Security Report] that includes crime statistics and general safety information
- a Media Log Report that is a database of calls for UPD service to include many non-criminal events
- a CAD Daily Log that involves significant events reported to UPD
- Crime Alerts of matters of special significance and urgency

Rebel Patrol

UPD sponsors "Rebel Patrol" which is a security escort service for students concerned with their personal safety. To request an escort, a student need only call UPD at the non-emergency number listed above.

Code Blue

UPD oversees the "Code Blue" program which is an emergency telephone system that involves the strategic location of emergency telephone units across campus grounds. These telephone units are a blue pole with a blue light at the top and the word "emergency" written along the side of the pole, and can be used to call for assistance with any emergency situation.

Department of Parking and Transportation

The University Police and Campus Safety Department and the Department of Parking and Transportation are charged with the enforcement of parking and traffic rules and regulations enacted and promulgated by the Board of Trustees of State Institutions of Higher Learning for the State of Mississippi.

All students are required to register with the Department of Parking and Transportation any vehicle operated on campus and to observe campus traffic and parking regulations. Appropriate decals and parking permits are issued for identification purposes and based upon where students reside.

University traffic and parking regulations can be found online at www.olemiss.edu/parking and on the Department of Parking and Transportation's printed parking guide issued along with each decal. The Department of Parking and Transportation is located in Kinard Hall and is open from 8:00 a.m. – 5:00 p.m. weekdays. Students can contact this office at 662-915-7235 or email parking@olemiss.edu with questions about vehicle registration and parking citations.

Department of Student Housing

Mission:

The University of Mississippi Department of Student Housing is dedicated to providing a comfortable, secure, and supportive community, designed to contribute to the personal and academic growth and success of each residential student.

Research shows that students who live on campus are much more successful academically and have a higher retention rate than students who live off campus. It is due to this research that Ole Miss has a strong commitment to the on-campus living component of the university experience.

Residing on campus provides students with the opportunity to live and study among peers from all over the country and world. This type of environment encourages students to develop important life skills and values such as effective communication, self-reliance through independent living, and appreciation of diversity. Students who engage in the residence hall community are better prepared to enter their chosen career fields and to become citizens of the world.

While living in the residence halls, students are expected to respect both the community and other members of the community, upholding at all times the standards set forth by the University Creed. Further, students must understand that the cleanliness and proper care of university facilities are the responsibility of all who occupy the building.

In addition to the policies listed in the M Book, the University of Mississippi has several policies that are specific to students living within the residence halls and their visitors. Students should familiarize themselves with these policies by visiting the University of Mississippi Policies page at <https://secure4.olemiss.edu/umpolicyopen/index.jsp>. These policies, along with departmental procedures, are also explained in the Department of Student Housing Handbook (http://www.olemiss.edu/depts/stu_housing/current_students.html).

Take care of your room—your home for nine months. Make it a place you will be proud to return to after classes.

—M-Book 1945-46

Department of Campus Recreation

The mission of the Department of Campus Recreation is to provide positive recreational opportunities that promote fun, social interaction, student leadership, competition, instruction, health and fitness which enhances the learning experience of the Ole Miss community. The department is comprised of five units which provide structured and unstructured sport and recreational opportunities voluntarily entered into by students, faculty, and staff.

The programs and services administered by Campus Recreation are geared to the recreational

interest and need of the campus community. As a student it is recommended that you find time to become active in one of the program or services available to you. Doing so will be beneficial to you and your college experience.

Information pertaining to the Department of Campus Recreation can be found at www.olemiss.com/campusrec.

Students are able to engage in many of the programs and services upon activation of their university ID. The ID must be presented with each visit to the Turner Center. All policies associated with proper use of one's identification card found in the M-Book must be adhered to for use and/or participation in the programs and services associated with Campus Recreation.

Student Health Services

Student Health Services is located in the V.B. Harrison Health Center on Rebel Drive. The center is staffed by Family Practice and Internal Medicine physicians and Family Nurse Practitioners.

- Clinic hours are 8 a.m.-5 p.m. Monday through Thursday and 9 a.m.-5 p.m. Friday. It is requested that students call 915-7274 for an appointment time. Same day appointments are usually available. Walk-ins will not be seen after 4:00 p.m.
- The busiest times are all day Mondays and any day between 11:30 a.m. and 1:30 p.m. To have the shortest wait time, students should come early in the morning or make an appointment.
- For after-hours emergency treatment the emergency department at Baptist Memorial Hospital-North Mississippi is open 24/7 and is located on South Lamar just south of Highway 6. The phone number is 662-232-8100.
- Treatment at Student Health Services is provided by a staff of three physicians, two nurse practitioners, a staff psychiatrist, registered nurses, and lab and X-ray personnel.
- Students may request a specific provider when they sign in.
- Appointments are required for certain gynecological exams, men's health visits, physicals and minor surgical procedures.
- Office visits are free to current students. A fee is made for lab work, X-rays, equipment and supplies. These are posted to the student's bursar bill unless paid at time of service. Insurance will be filed if a copy of the insurance card is provided. We accept assignment and are preferred providers for BCBS of Mississippi and State Employees insurance (AHS) only.
- Students will need their university IDs to be eligible for service and should have their current insurance ID cards with them.
- Information regarding student health insurance plans is available on the Student Health Web page.
- All visits are confidential.
- Treatment cannot be provided via telephone. Students who feel sick should come to Student Health Services. It's best to come as early in the day as possible so that timely referrals can be made to outside specialists, if necessary.

Barbara Collier, director, bcollier@olemiss.edu

V.B. Harrison Student Health Center, 662-915-7275

More details can be found at: http://www.olemiss.edu/depts/stu_health/

University Counseling Center

The University Counseling Center assists students in their personal and educational development through a variety of psychological services, including individual counseling, group counseling, crisis intervention, psychiatric consultations and outreach programming. All services are strictly confidential and free to students. To make an appointment call 662-915-3784.

For most students, the college years represent unique challenges. It is a time of significant personal growth and decision making regarding your values, interpersonal relationships, career and other life goals—all within a stressful academic environment. Even the most successful student may experience considerable difficulty with these challenges. Problems often encountered by students include difficulties with academics and interpersonal relationships, family problems, self-identity issues, loneliness, low self-esteem, depression and anxiety.

The University Counseling Center offers services designed to complement the university's academic mission by assisting students with their personal and educational development through a variety of psychological services.

Personal Counseling and Therapy: Personal counseling and therapy is aimed at helping persons cope with life stressors and develop more positive ways of using strengths. The goal of counseling is to help clients take more effective control of their lives. Types of personal issues addressed include college adjustment, depression, anxiety, relationship concerns, substance abuse, eating disorders, grief/loss issues and family problems.

Group Counseling and Therapy: Support groups and therapy groups are offered as a means of helping students gain greater self-awareness, interpersonal sensitivity and coping skills in a safe environment. Depending on need and interest, group offerings can target such issues as eating disorders, substance abuse, relationship issues, parenting issues, assertiveness, self-esteem and adjustment to college life.

Crisis Intervention: A counselor is on call 24 hours a day for emergency assistance. Crisis-intervention services are coordinated through the Office of the Dean of Students at 662-915-7248.

Psychiatric Consultations: Upon the recommendation of the professional staff, appointments can be made with the center's consulting psychiatrist, who is available for psychiatric evaluations, medication consultations and management, and other psychiatric services.

Assessment: The Counseling Center offers testing as it relates to therapy and counseling, as well as referrals for other types of psychological assessments.

Consultation: Counseling Center services also are available to faculty, staff and students facing a variety of issues, including how to respond to a student or colleague with a psychological problem and how to make a referral.

Dr. Marc Showalter, director
counselg@olemiss.edu

Corner of Poole Drive and All-American Drive;
662-915-3784
(fax) 915-7831

Hours: M-F 8:00 to 5:00

Tornadoes Are Serial Killers

In 2011, 97 tornadoes occurred in MS, an average year has 28. There were 32 fatalities statewide and 174 injuries. This was the most active year for fatalities since 1992. Tornado damage estimates for the year are near \$400 million dollars. **Please take your safety seriously.**

**Most recent figures available from the National Weather Service.*

TORNADO WATCH

WHAT IT MEANS

Weather conditions are favorable for the formation of a tornado.

HOW YOU'LL KNOW

RebAlert text message sent by university.

WHAT TO DO

- Move inside a building.
- Monitor weather conditions to determine if the watch has been elevated to a warning.

TORNADO WARNING

WHAT IT MEANS

A tornado has been sighted or indicated by radar in the warning area.

HOW YOU'LL KNOW

Sirens will sound. You will hear a blast, followed by a short period of silence. This cycle will repeat for the duration of the warning.

WHAT TO DO

- Find shelter immediately, preferably on the lower floor of a building or in the basement.
- Stay away from windows, and keep hallways clear.
- When a tornado approaches, assume a kneeling position facing the wall with your head down.

WHEN IT'S SAFE

When the sirens have been silent for at least 5 minutes, the current tornado warning is over. Please monitor National Weather Service alerts to know when all warnings are over and it is safe.

IF THERE IS TORNADO DAMAGE

- Stay out of the disaster area.
- Do NOT use telephones except in life-threatening emergencies. Excessive use may block emergency communications that rely on cell phone use.

For current and up to date emergency information, please visit the UM Emergency website at: <http://www.olemiss.edu/emergency/>



Ole Miss Alma Mater

*Way down south in Mississippi, there's a spot that ever calls,
Where among the hills enfolded stand old Alma Mater's halls
Where the trees lift high their branches to the whispering Southern breeze
There Ole Miss is calling, calling to our hearts fond memories.*

*With united hearts we praise thee, all our loyalty is thine,
And we hail thee, Alma Mater, may thy light forever shine;
May it brighter grow and brighter, and with deep affection true.
Our thoughts shall ever cluster 'round-the, dear old Red and Blue.*

*May thy fame thruout the nation, thru thy sons and daughters grow
May thy name forever waken in our hearts a tender glow,
May thy counsel and thy spirit ever keep us one in this,
That our own shall be thine honor, now and ever, dear Ole Miss.*

Words by Mrs. A. W. Kahle (written, 1925)

Music by W. F. Kahle



M-BOOK

2012 - 13

For nearly 120 years, the M-Book has been a valuable resource for students at The University of Mississippi. Through the years, the M-Book has varied in size from pocket-sized in the early and mid-1900s to a size of 8½ by 11 inches during the 1990s. Though its size changed over time, the contents have remained relatively similar by providing information about students' rights, responsibilities, and the many opportunities available to members of the student body. The information provided in this book is intended to help students adapt to college life and matriculate to graduation. The M-Book has been an historical piece at the University and a memento of attendance for many young men and women who have graced these halls of knowledge.

Located on the back cover of this book (above) is the Great Seal of The University of Mississippi. The Great Seal has been the seal of The University since January 17, 1845. The seal embosser is kept in the Office of the Chancellor and according to University policy, "the seal embosser does not leave the Office of the Chancellor."



THE UNIVERSITY OF
MISSISSIPPI

The university complies with all applicable laws regarding affirmative action and equal opportunity in all its activities and programs and does not discriminate against anyone protected by law because of age, color, disability, national origin, race, religion, sex, sexual orientation, handicap, or status as a veteran or disabled veteran.