

Center for Student Rights and Responsibilities

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Our Purpose

The Center for Student Rights and Responsibilities (CSRR) is responsible for addressing student conduct, enforcing university policies and procedures, and providing students with the resources necessary to resolve their own personal disputes. The CSRR administers student disciplinary procedures in accordance with the Code of Student Conduct and maintains official disciplinary records. However, emphasis is placed on educating students about their rights and responsibilities as members of the University of North Texas community. In addition, the CSRR seeks to educate the campus community through literature and training about the services it offers. The office provides policy interpretation and rights adjustment as well as handling complaints against students. The CSRR is committed to enhancing students' competencies as productive citizens and promoting life-long learning and community standards.

The CSRR provides the following services:

- Education to campus community on students' rights and responsibilities
- Ethics and civility issues and training
- Assists students with quality decision making skills
- Accepts referrals for alleged violations of the Code of Student Conduct
- Student reinstatements
- Arrest clearances and Security Affirmation Clearances

Rights of Students

Each University of North Texas student is entitled to certain rights associated with higher education institutions. These rights include:

1. The Right to submit an application to the University and be accepted according to the University's published requirements. No qualified applicant shall be denied admission because of race, religion, sex, national origin, physical or mental disability, age, or veteran status.
2. The right to expect a quality education.
3. The right to develop one's individual potential.
4. The right to be free from illegal discrimination on the basis of race, religion, sex, national origin, physical or mental disability, age or veteran status.
5. In accordance with law and policy, the right to freedom of speech and assembly which are subject to University requirements for the maintenance and order the protection of rights and privileges of other members in the University community.
6. The rights to inquire, discuss, listen and evaluate in appropriate settings.
7. The right to be interviewed on campus by an employing firm, agency, corporation or organization that has met University qualifications. The student shall however register through the appropriate University department (i.e. Career Center, Center for Cooperative Education, or the appropriate academic department).
8. The right to pursue an education without undue interference.

9. The right to communicate with administrators, faculty and staff through the appropriate process.
10. The right to confidentiality of official records, transcripts, disciplinary records and other educational records consists with the "Family Educational Rights and Privacy Act of 1974" (the Buckley Amendment).
11. The right to invite and hear speakers on topics of student choice subject to the approval of both student elect or appointed representatives and University officials.
12. The right to belong to University approved/recognized student organizations which shall be open to qualified students without respect to race, religion, sex, national origin, physical or mental disability, age or veteran status in accordance with organizational eligibility requirements.
13. The right to publish and distribute information through the appropriate forums subject to the standards of reasonable journalism and applicable regulations/statements of the U.S. Constitution, the Federal Communications Commission and the University. Similar rights are afforded oral statements of views on the student operated radio and television stations.
14. The right of access to University designated facilities through University approved/recognized student organizations for business meetings, special meetings, and programs open to the public in accordance with University policy. Student organizations are responsible for reserving University facilities in advance.
15. The right of students or University approved/recognized student organizations to the use the University name only when identifying the University affiliation in accordance with University policy; using the University name or logo without the express permission of an authorized University administrator or University official is strictly prohibited.
16. The right to petition the appropriate University unit or body for redress of grievances in accordance with University policy.
17. The right to fair hearings and appeals.
18. The right to be free from hazing, threats, stalking, violence, and other harassing activities.
19. Students and student organizations may have other rights that are written into University approved policies.

Ten Student Academic Rights and Responsibilities _____

Each student is encouraged to review the following academic rights and responsibilities and to seek clarification from the associate dean of the college or school in which he/she is enrolled. Academic dishonesty cases are handled by the UNT Office of the Provost.

1. **Protection of Constitutional Freedoms** – Students and all other members of the University community are guaranteed the constitutional freedoms of speech, peaceful assembly, petition and association.
Responsibility: Students and others must exercise their rights by lawful means subject to University rules and regulations regarding time, location, method and duration. Students may not disrupt the operations of the University or interfere with the rights of others to exercise their constitutional freedoms.
2. **Academic Freedom** – Students and all other members of the University community are guaranteed the rights freely to study, discuss, investigate, teach, conduct research and publish as appropriated to their respective roles and responsibilities. In the classroom and in conference students have the right within the scope of the course of study to state divergent opinions, challenge ideas and take reasoned exception to the data or the views offered.
Responsibility: Students and faculty share the responsibility to protect and to preserve conditions which are conducive to the learning process, including withholding judgment on matters of opinion, ensuring a fair hearing for divergent viewpoints and observing rules of courtesy in the classroom.
3. **Academic Standards** – Students have the right to know the standards of academic performance established for each course in which they are enrolled.
Responsibility: Students are responsible for seeking clarification of any standard in question at the beginning of the term, for preparing assignments in advance of each class session and for learning the content of any course of study for which they are enrolled. Rules applying to the academic dishonesty must be followed, including those related to plagiarism and cheating.
4. **Academic Evaluation** – Students have the right to be evaluated solely on an academic basis, without regarding to issues of diversity, opinions or conduct in matters unrelated to academic standards. Students have the right to review tests and other written work after the instructor has evaluated them and are accorded protection through the Grade Appeals Procedure against prejudiced or capricious academic evaluation.

Responsibility: Students are responsible for bringing academic grievances first to the attention of the instructor who performed the evaluation in an effort to resolve the issue. If the matter cannot be settled at this level, it may be appealed in writing as outlined in the Grade Appeal Policy.

5. **Improper Disclosure** – Except when disclosure may be required by state or federal law, students have the right to confidentiality of information about views, beliefs and political associations which they may share privately with instructors, advisors or academic counselors. Judgment of ability and character may be provided under appropriate circumstances, normally with the knowledge and consent of the student.

Responsibility: Students have the responsibility to state clearly what is and what is not confidential disclosure.

6. **Personal Safety** – Students have the right to a classroom environment that is free of obvious hazards to safety and security.

Responsibility: Students are responsible for compliance with University rules and regulations prohibiting firearms, explosives, incendiaries and weapons of any kind on campus. Students are also responsible to abide by all health/safety rules and procedures in all academic courses and laboratories.

7. **Free of Illegal Drugs and Alcohol** – Students have the right to a learning environment free from illegal drugs and alcohol.

Responsibility: Students are responsible for compliance with University rules and regulations prohibiting possession, use or distribution of illegal drugs or alcohol in classroom buildings.

8. **Free of Disruptions** – Students have the right to pursue an education without disruption or interference and to expect enforcement of norms for acceptable classroom behavior that prevents disruption of the teaching/learning process.

Responsibility: Students may not disrupt class or any other University process by any means whatsoever (including sideline conversations, comments, arguments, noise of any kind or other activity which would hinder access to or utilization of academic information).

9. **Non-discrimination** – Students have the right to learn in a classroom environment where diversity is respected.

Responsibility: Students are responsible for respecting diversity and for behaving courteously to both faculty members and other students in the classroom regardless of difference in race, creed, color, religion, age, nationality, sex, sexual orientation or disability status.

10. **Intellectual Property** – Students have the right to expect that presentation of material in a class will be in compliance with copyright law and that their own creative work will not be disseminated or published without their permission.

Responsibility: Students who receive written notification from a faculty member that the information provided in his or her course is the faculty member's intellectual property shall not distribute, use for commercial purposes, or create derivative works of the intellectual property without obtaining the express permission of the faculty member. Students shall not assume permission in the absence of written notification from a faculty member. Students shall also respect and treat in similar manner, the intellectual property of other students.

Nondiscrimination/Diversity Statement_____

UNT does not discriminate on the basis of race, color, religion, sex (including sexual orientation), age, national origin, disability, disabled veteran status or veteran of the Vietnam Era status in its educational programs, activities, admissions or employment policies. UNT works to advance ideals of human worth and dignity. Harassment based on individual differences is inconsistent with UNT's mission and educational goals, and individuals who work, study, live and teach within this community are expected to refrain from this behavior that threatens the freedom, safety, and respect deserved by every community member in good standing. To report concerns or questions, contact the Office of Equity and Diversity or the Center for Student Rights and Responsibilities.

Code of Student Conduct

Revised: Fall, 2010

I. PURPOSE OF THE CODE OF STUDENT CONDUCT

As a student-centered public research university, the University of North Texas has established standards of conduct to foster a safe environment conducive to learning and development. Students and university student groups are expected to conduct themselves in a manner that demonstrates respect for the rights and property of others and upholds the integrity of the university community. The standards of conduct outlined in the Code of Student Conduct were developed in consultation with students, faculty, administrators and staff with specific consideration for the well being, honor and dignity of all who live, learn and work in our educational community.

II. DEFINITIONS

- A. **Board of Regents** – Governing body of UNT System, appointed by the governor of Texas.
- B. **Center for Student Rights and Responsibilities (“CSRR”)** – This university office is responsible for administering the student disciplinary process in accordance with the Code of Student Conduct, for maintaining student disciplinary records, and for assisting students in resolving conflicts with one another.
- C. **Code of Student Conduct (“the Code”)** - Standards of conduct and procedures established to provide a full and fair opportunity for review of alleged student misconduct.
- D. **Committee on Student Conduct (“the Committee”)** - A group convened at the request of a student or student group for the purpose of providing a second opportunity for impartial evaluation of alleged violations of misconduct and/or sanctions.
- E. **Conduct Officer** - a university official authorized by the Vice President for Student Development to investigate alleged violations of the Code and to administer the procedures and sanctions as set forth in the Code.
- F. **Day** - Monday through Friday during regular university business hours (8am to 5pm).
- G. **Disciplinary History** - Documentation of a student’s disciplinary sanctions.
- H. **Disciplinary Process** - The procedures provided in the Code from the initial complaint through final resolution to consider whether a student has engaged in misconduct, and whether disciplinary sanctions should be imposed.
- I. **Good Conduct Standing** - Status in which a student is fully eligible to participate in university activities and privileges.
- J. **Greater Weight of the Evidence** - Standard of review in the student disciplinary process which evaluates whether allegations are more likely than not to have happened.
- K. **Notice of Complaint** – This is the initial document in the disciplinary process that identifies alleged misconduct in violation of the Code, and schedules a meeting between the student and a Conduct Officer to discuss possible violations and sanctions of the Code.
- L. **Permanent Student Disciplinary Record** - Documentation of a student’s disciplinary violation(s) and sanction(s) that are permanently maintained by CSRR subject to the university records retention schedule. This record is separate from an academic record.
- M. **Reconsideration** - An opportunity for a student to present new information to a Conduct Officer in order to modify a finding of misconduct and/or imposed disciplinary sanctions.
- N. **Review** – A request made by a student who disagrees with the Conduct Officer’s decision; the request asks that the violation(s) and/or sanction(s) be evaluated by the Committee on Student Conduct.
- O. **Student** - An individual taking courses at the university, either full- or part-time and pursuing either graduate or undergraduate studies, including individuals who withdraw from the university during the disciplinary process; those who are not currently enrolled in courses but who have a continuing academic relationship with the university and those who have applied for admission or readmission to the university.
- P. **University** - The University of North Texas.
- Q. **University Community** - The collective group of students, faculty, staff, university officials and any other person employed by or contributing to the university.
- R. **University Premises** - All buildings, facilities, land and other property that is owned, used or controlled by the university.

- S. **University Privilege** - A special benefit that is granted by the University or enjoyed by students, including but not limited to, residing in university housing, participating in social events or university sponsored activities, election to student leadership positions, membership in fraternities or sororities, and registration as a university sponsored organization.
- T. **University Sponsored Activity** - An activity that is conducted under the authority of, or with the support of, the university.
- U. **University Student Group (“Student Group”)** - A group of students who share a common interest and who are registered as a student group with the Student Activities and Organizations Office, or groups who officially represent the university, including, but not limited to, cheerleading, ROTC, athletic teams, marching band, etc.

III. APPLICATION

The Code of Student Conduct (“the Code”) was adopted as a university policy by the president of the university in accordance with authority delegated by the Board of Regents of the University of North Texas System. The Code is implemented and enforced under the direction of the Vice President for Student Development through the Center for Student Rights and Responsibilities (“CSRR”). The Center for Student Rights and Responsibilities will develop procedures and guidelines to further assist in the administration of the disciplinary process that are entirely consistent with the provisions of the Code.

The Code establishes a standard of conduct for all university students. References to “students” throughout the Code should be interpreted to include “university student groups” unless otherwise specified.

The Code applies to conduct that occurs on university premises, at university activities and also to conduct that may occur off campus that could adversely affect the university community and/or pursuit of the university’s educational mission. CSRR will decide whether the Code will apply to student off-campus conduct on a case-by-case basis.

Each student is responsible for his or her conduct from the time of application for admission to the university through the award of a degree, or such other time as there is a formal termination of the student relationship with the university. Each student is responsible for conduct occurring before classes begin and after classes end, as well as during the academic year and during periods between terms of enrollment. The Code continues to apply to student conduct even if a student withdraws from the university during the disciplinary process. In addition, applicants and students who wish to enroll are also responsible for their conduct prior to admission or re-enrollment.

IV. ACADEMIC INTEGRITY

Matters of academic integrity are reviewed and enforced under the exclusive direction of the Provost and Vice President for Academic Affairs. Students engaged in acts which may constitute both academic dishonesty, as well as, misconduct as defined by the Code may be subject to sanction under both authorities.

V. VIOLATIONS OF LAW AND THE CODE OF STUDENT CONDUCT

Students may be accountable to criminal or civil authorities for conduct which may also establish a violation of the Code. The university disciplinary process will normally proceed during the pendency of any related criminal or civil proceedings and will not be subject to reconsideration even if related criminal charges may be dismissed or otherwise resolved.

VI. ADMISSIONS AND ENROLLMENT

A. Disciplinary review of applicants

1. Applicants to the university and former students seeking re-enrollment, may be referred to CSRR to consider alleged misconduct that could violate the Code and therefore impact admission or re-enrollment, including falsification of admissions documents. In such cases, CSRR will review the student’s alleged misconduct to consider the individual’s potential to benefit from university attendance as well as the welfare and safety of the university community.
2. CSRR may determine not to clear an applicant for admission or a former student for re-enrollment, or place the appropriate sanction upon an applicant or former student when evidence indicates that the applicant or former student has:

- a. Engaged in acts that were disruptive to the normal operations of an educational institution.
 - b. Falsified the enrollment application or other admissions forms.
 - c. Engaged in conduct that violates one or more categories of misconduct as prohibited by the Code.
 - d. Been formally charged with commission of a criminal act.
 - e. Been convicted of a criminal act and still subject to criminal penalty, including but not limited to imprisonment, parole and/or probation.
3. A student may request a meeting with CSRR to discuss the CSRR decision regarding admission or conditional admission.
 4. The decision of the Conduct Officer relating to admission or re-enrollment based on the disciplinary process is final.

VII. STUDENT GROUP RESPONSIBILITY

University student groups (“Student Groups”) are expected to conduct themselves in a manner consistent with the University’s function as an educational institution. Student groups must observe all international, federal, state and local laws and university policies, including the Code, both on and off campus. A student group will be responsible for the actions and conduct of its members, when one or more of its members, acting in the capacity of their membership, commit a violation of the Code. Student groups found in violation of the Code will be subject to disciplinary procedures and sanctions in the same manner as individual students, except that student groups cannot be permanently removed from the university.

Any Notice of Complaint regarding alleged misconduct involving a student group will be delivered to the student group’s local address that is on file with the university. A Notice of Complaint will be sent to the attention of the president or other leader of the student group with a copy to the on campus advisor and/or other advisors as appropriate. Student groups are responsible for responding to all Notices of Complaint and failure to respond may result in resolution of the matter in the absence of any representative of the student group.

A complaint filed against a student group does not preclude the possibility of complaints being filed individually against any or all individual students involved in alleged misconduct.

VIII. RECORDS

Documents that are created and maintained as part of the disciplinary process are subject to the protections of the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g. Disciplinary records are maintained by CSRR in accordance with the university records retention policy.

A student may request that their permanent disciplinary record be destroyed by submitting a written request to CSRR including the specific basis for the request. The Conduct Officer will evaluate requests on a case-by-case basis and will typically provide written notice of the decision within ten (10) days of the request. The decision of the Conduct Officer is final.

IX. CATEGORIES OF MISCONDUCT

Students or student groups may be disciplined for the misconduct listed below.

A. Acts of Dishonesty, including but not limited to -

1. Intentionally furnishing false or misleading information to the university or university official.
2. Forging, altering or misusing any university document or instrument of identification.
3. Intentionally interfering with any election process.
4. Failure to fulfill financial obligation(s) to the University.

B. Acts Affecting the University Community; including but not limited to -

1. Interfering with university or university-sponsored activities including, teaching, learning and/or research including international travel.
2. Interfering with any university emergency or public safety function, such as fire, police or emergency services.
3. Engaging in disorderly or obscene conduct including recording another’s image in violation of their reasonable expectation of privacy and without effective consent.

4. Breaching the peace; or aiding, abetting or inciting another to breach the peace.
5. Failing to comply with a reasonable directive of a university official, including campus police and CSRR officials acting in performance of their official duties.
6. Engaging in disruptive activity, including but not limited to such acts as defined in the Texas Education Code.

C. Acts Affecting Property or Services; including but not limited to -

1. Theft or attempted theft of property or services and knowingly possessing stolen property.
2. Intentional or reckless destruction or damage to university property, or the property of others.
3. Unauthorized possession, duplication, or use of access devices to university property.
4. Unauthorized entry onto or use of university premises.

D. Acts Affecting Intellectual Property; including but not limited to -

1. The use or distribution of the original work of another (whether copyrighted or not copyrighted) without the express consent of the owner, including but not limited to the unauthorized downloading of copyrighted music and the distribution for commercial purposes or creation of derivative works from written materials created by faculty or staff, without expressed written permission of the originator.
2. The use or distribution of a trademark, including the university trademark, without the expressed written consent of the owner.

E. Acts Affecting Computing Resources or Technology; including but not limited to -

1. Unauthorized access, use, or misuse of university computing resources, systems, or data.
2. Disrupting university computer operations, or the availability of computing resources.
3. Using another individual's identification, password, or other credential to access university computing resources.
4. Unauthorized sharing of copyrighted materials through electronic means.
5. Initiating or contributing to attacks against external networks or university systems.

F. Acts Affecting Health, Safety or Welfare; including but not limited to -

1. Engaging in physical, and/or verbal abuse, domestic violence, threats, intimidation, harassment, coercion, physical or electronic stalking or any other conduct which threatens or endangers the health, safety or welfare of any person. Speech protected by the First Amendment of the U.S. Constitution is not a violation of this provision, though fighting words and statements which reasonably threaten or endanger the health and safety of any person are not protected speech.
2. Hazing, (as defined in the Texas Education Code), including engaging in, soliciting, encouraging, directing, aiding or intentionally, knowingly or recklessly permitting behavior such as physical brutality, risk of harm to mental or physical health or safety, intimidation, threat of ostracism, mental stress, humiliation, or other behavior adverse to health or human dignity in association with pledging, initiation, affiliation with, holding office in, or maintaining membership in a student group; or having firsthand knowledge of the planning of hazing or of its occurrence and failing to report it to school authorities.
3. Arson or unauthorized use or possession of ammunition, firearms, explosives, or other objects that are dangerous or flammable or that could cause damage by fire or explosion to persons or property.
4. Illegal use, possession, sale, manufacture, distribution or effective control of chemical precursors, controlled substances, controlled substance analogues, or dangerous or illegal drugs; misuse or possession of a legal drug or other substance which could cause harm to the user; possession of drug paraphernalia; or encouraging, being a party to any of the above or facilitating any of the above.
5. Public intoxication; use, possession or distribution of alcoholic beverages, except as expressly permitted by law and university policy or regulation.
6. Tampering with or misuse of security or safety equipment.
7. Reporting a false emergency or threat.
8. Engaging in acts of sexual misconduct, abuse or harassment as defined by state, international and federal law and university policy.

G. Violations of International, Federal, State or Local laws (whether convicted or not) or other University Policies

H. Interfering with the Disciplinary Process; including but not limited to -

1. Failing to comply with a request to attend a conference with a Conduct Officer.
2. Failing to comply with sanction(s) imposed under the Code or sanction(s) otherwise imposed by the university.
3. Falsifying or misrepresenting information at any stage of the disciplinary process; or knowingly initiating a false complaint to CSRR.
4. Attempting to discourage a person's participation in, or use of the disciplinary process.
5. Harassing or intimidating a university official, member of the Committee on Student Conduct, or a peer advocate.

I. Facilitating Acts of Misconduct; including but not limited to -

1. Planning or facilitating an act of misconduct.
2. Being present during the commission of an act of misconduct and supporting or encouraging the act.

X. SANCTIONS FOR MISCONDUCT

Any student found to have engaged in conduct in violation of the Code may be subject to one or more of the following sanctions. Repeated misconduct may result in assignment of more serious sanctions, including but not limited to suspension or expulsion.

A. Warning -

1. A verbal or written notice to a student that they have violated the Code and must not engage in violations in the future.
2. No impact on good conduct standing.
3. Not subject to review by the Committee.

B. Educational Sanction -

1. An assignment designed to educate a student about the potential impact of misconduct and to prevent reoccurrence. May include referral to the Substance Abuse Resource Center, educational workshops or assignment of reflection papers.
2. No impact on good conduct standing.
3. Not subject to review by the Committee.
4. Failure to comply with the assignment may result in further discipline.

C. Loss of Privileges -

1. A temporary or permanent loss of university privileges, including but not limited to loss of privilege: to pledge or hold a leadership position in a student group, to participate in study abroad programs, to register as a student group, or to participate in social or extracurricular events; may also result in withholding of an official transcript or blocking enrollment for a specified period of time.
2. No impact on good conduct standing.
3. Not subject to review by the Committee unless loss of privileges is related to another reviewable sanction.
4. Student groups may request reconsideration of a loss of privilege no sooner than one (1) year after the date that the sanction was imposed. Reconsideration will be at the discretion of the Conduct Officer. The decision of the Conduct Officer is final and the Student Group may not request reconsideration again until a date specified by the Conduct Officer.

D. Residence Hall Suspension -

1. A temporary or permanent removal of a student from a specific residence hall or from all university housing.
2. May only be reviewed if the sanction is issued in conjunction with another reviewable sanction.

E. Level I Conduct Probation -

1. A written reprimand that expires automatically after a specified time but includes the probability of more severe sanction if a student violates the Code again during the probationary period.
2. No impact on good conduct standing.
3. Not a permanent disciplinary record.
4. A student may request reconsideration.
5. Not subject to review by the Committee.

F. Level II Conduct Probation -

1. A written reprimand that expires automatically after a specified time but includes the probability of more severe sanction if a student violates the Code again during the probationary period.
2. Good conduct standing is removed during the specified period.
3. Not a permanent disciplinary record.
4. A student may request reconsideration.
5. Not subject to review by the Committee.

G. Level III Conduct Probation -

1. A written reprimand that remains in effect the remainder of the student's academic career (including future enrollments) and includes the probability of more severe sanction if a student violates the Code again.
2. Good conduct standing is removed for the remainder of a student's academic career at the university.
3. Becomes a permanent disciplinary record.
4. A student may request reconsideration.
5. May be reviewed by the Committee.
6. Sanction cannot be applied to student groups.

H. Student Suspension -

1. Removal from the university for a specified period. A suspended student will be removed from enrollment, prohibited from entering university premises and blocked from future registration until reviewed and approved by CSRR.
2. Good conduct standing is removed.
3. Becomes a permanent disciplinary record.
4. May be reviewed by the Committee.
5. Must meet with CSRR after suspension term is over to be re-instated to the University.

I. Student Group Suspension -

1. Removal of privileges and recognitions accorded to student groups for a specified period of time as defined by the Conduct Officer.
2. Student group will not be permitted to participate as a recognized student group in university activities or functions, or to sponsor any activities representing the university.
3. Student groups may submit a request to CSRR for reinstatement after the expiration of the specified period of time.
4. May be reviewed by the Committee.

J. Expulsion -

1. Permanent removal from the university. An expelled student will be permanently removed from enrollment and permanently prohibited from entering any university premises.
2. Good conduct standing is permanently removed.

3. Becomes a permanent disciplinary record.
4. May be reviewed by the Committee.
5. Sanction cannot be applied to student groups.

K. University Withdrawal - A student may be administratively withdrawn from a class, a course, or all courses. A withdrawn student may also be prohibited from entering university premises and barred from re-enrollment until specific conditions are met. Reasons for university withdrawal include, but are not limited to:

1. To prevent the disruption of the educational process.
2. The student failed to respond to an official summons from a university official.
3. The student has been suspended or expelled from the university.

L. Immediate Suspension - Immediate removal from all or part of the university premises while the disciplinary process is pending when a violation reasonably indicates that the student's continued presence poses a substantial or immediate danger to the health, safety or welfare of any member of the university community or to university premises.

M. Immediate Suspension of Student Group - The group will cease all activities, meetings, programs and representation as a group while an investigation is in progress by CSRR.

XI. DISCIPLINARY PROCEDURES

A. Center for Student Rights and Responsibilities

1. **Review of alleged misconduct** - CSRR will assess all suspected and reported violations of the Code whether referred by students, faculty, staff, law enforcement, or any other credible source of information, without regard to any related criminal arrest, prosecution or pending criminal or civil litigation. Complaints regarding alleged misconduct should be submitted to CSRR as soon as possible after the alleged misconduct occurs.
2. **Notice of Complaint** - If CSRR finds a likelihood that a student has violated the Code, CSRR will deliver a Notice of Complaint to the student that includes:
 - a. A summary of the alleged misconduct.
 - b. The specific section of the Code that may have been violated and that, as a result, sanctions are a possibility.
 - c. A date by which a student must schedule a conference with a Conduct Officer to discuss the alleged misconduct and to respond to the alleged violation of the Code. Dates may be extended at the discretion of CSRR in the interest of fairness.
 - d. CSRR will either hand-deliver or mail the Notice of Complaint to the current address on file with the university. Students are responsible for maintaining a current, accurate address with the university registrar.
3. **Conference with CSRR Conduct Officer** - A CSRR Conduct Officer will hold an informal conference with the student to review the alleged misconduct and to provide an opportunity for the student to respond directly to the alleged violation and to offer a response. The conference is an educational forum designed to enable the Conduct Officer to determine whether there has been a violation of the Code, and if so, what sanctions are appropriate. The student may present relevant information regarding the alleged misconduct including witness information, documents, or any other information that would assist the Conduct Officer in reviewing the alleged misconduct. A student may be accompanied by an advisor, but the student must represent herself or himself at the conference. If a student intends to be accompanied by an attorney, the student must notify the Conduct Officer at least two (2) days prior to the conference so that the university can have a representative from the Office of General Counsel present at the conference.
4. **Notice of Disciplinary Findings** - If a Conduct Officer determines through a thorough investigation that the greater weight of the evidence indicates that a student engaged in misconduct in violation of the Code, the Conduct Officer will deliver a Notice of Disciplinary Findings to the student informing the student of the violation(s) and the assigned sanction(s). The Conduct Officer will also notify the student about any process for review, if applicable. If the Conduct Officer determines that a student has not violated the Code, the Conduct Officer will notify the student of this finding and no further action will be taken.

5. **Request for Reconsideration** - If new information regarding misconduct or the reasonableness of an assigned sanction is made available within three (3) days after the Conduct Officer issues a Notice of Disciplinary Findings, a student may request reconsideration by the Conduct Officer. The time frame may be extended by the Conduct Officer in the interest of fairness. All levels of sanctions can be reconsidered, but only if new information is available.

To request reconsideration a student must submit a written request and provide documentation of any new information to the Conduct Officer. The Conduct Officer will evaluate the request and the new information and may request additional information or clarification. The Conduct Officer will provide a written decision within ten (10) days. If a sanction may be reviewed by the Committee on Student Conduct, the time frame for requesting such a review will not begin until after the Conduct Officer has issued a decision on the Request for Reconsideration.

6. **Effective Date of Disciplinary Sanction** - Unless a student has been immediately suspended, the sanction imposed by a Conduct Officer will not take effect until the disciplinary process is complete.

B. Committee on Student Conduct

1. **Authority of the Committee** - The Committee on Student Conduct will be assembled at the request of a student to review a Conduct Officer's findings of misconduct and/or assigned sanctions at the levels of:
 - a. Level III Conduct Probation.
 - b. Suspension.
 - c. Expulsion.
2. **Composition of the Committee** - A Chairperson will be appointed to preside over the Committee which will include three other members including one (1) representative from the faculty, the student body and the staff. The Chairperson will direct the procedures of the Committee and will participate fully in all reviews, but will offer a vote only in the event of a tie. The student may object to the presence of any Committee member prior to the start of the review based on a concern for the Committee member's capacity to make a fair and objective decision. Requests to remove a Committee member will be considered and decided by the Committee Chairperson. If an objection is raised regarding the presence of the Chairperson, the objection will be reviewed by the Vice President for Student Development.
3. **Request for Review** - A student who has been assigned Level III Conduct Probation, Suspension or Expulsion may request review before the Committee on Student Conduct by submitting a Request for Review to the Chairperson of the Committee within three (3) days after the Notice of Disciplinary Findings.
4. **Scheduling Notice** - Upon receiving a Request for Review, the Chairperson of the Committee will schedule a date for the requested review and notify the student. The date for the review will typically not be more than ten (10) days after the student submits the request. Time frames may be adjusted at the discretion of the Committee Chairperson in the interest of fairness. Notice to the student will also include Guidelines for the Review Process as prepared by CSRR and information about peer advocates.
5. **Procedures for Review Before the Committee**
 - a. Advance summary of positions - No fewer than five (5) days prior to the scheduled Committee Review, both the student requesting the review and the Conduct Officer must submit the following information to the Committee Chairperson:
 - i. A written summary of their position.
 - ii. A list of individuals who will speak to the behavior in question on their behalf as witnesses.
 - iii. A list of all documents that will be presented to the Committee.
 - b. The Committee Chairperson will exchange the information between the student and the Conduct Officer no fewer than three (3) days prior to the scheduled review. Information will not be provided to Committee members in advance of the review.
 - c. Authority of the Chairperson - The Chairperson will preside over the Committee review and make all decisions regarding review procedures. The Chairperson may adjust review procedures and time frames in the interest of fairness.
6. **Committee Review Process** -
 - a. Reviews are informal proceedings and traditional rules of courtroom evidence do not apply. A student will have forty-five (45) minutes to present their issues to the Committee, including personal statements and any witness presentations. Documents and written witness statements may be submitted to the Committee to supplement a student's oral presentation. The student, Conduct Officer or Committee member may ask questions of any individual making a presentation during the review.

- b. Reviews are not open to the public unless a student makes a specific request for an open review at the time of the initial Request for Review. Individual witnesses may specifically request that their presentation be provided in a closed setting. The Chairperson will make all decisions regarding closed hearings.
 - c. Students requesting a review are expected to attend in person. Except in emergency circumstances, if a student fails to attend the hearing, the review may be dismissed and the decision of the Conduct Officer will be final. The Conduct Officer is also expected to attend in person.
 - d. Only the student requesting the review may present to the Committee. Students may be assisted by one advisor, including an attorney, of their choosing, but only the student may speak to the Committee or ask questions. Attorneys will not be permitted to present evidence or argument before the Committee. Should the student be accompanied by an attorney, the university will also have a representative of the Office of General Counsel present.
 - e. The Conduct Officer must show, by the greater weight of the evidence, that the student engaged in conduct in violation of the Code, and/or that the disciplinary sanction imposed by the Conduct Officer was reasonable based on the circumstance. In light of this burden, the Conduct Officer must begin the presentation before the Committee and be the concluding presentation as well.
 - f. Reviews will be recorded and recordings will be the property of the university. Copies of recordings may be provided at the requestor's expense. Recordings will be maintained according to the university records retention policy.
7. **Committee Findings and Conclusions** - At the conclusion of the review, the Chairperson will provide the student with a summary of the Committee's findings and conclusions. The Committee may uphold, modify or reject the decision of the Conduct Officer. A copy of the summary will be provided to CSRR. CSRR will take action as appropriate based on the findings of the Committee. The findings and conclusions of the Committee are final, subject to review by the Vice President for Student Development.

C. Review by Vice President for Student Development

Within three (3) days of the Committee on Student Conduct's decision, either the student or the Conduct Officer may request, in writing, a review by the Vice President for Student Development. The reason(s) for the review should be outlined in the request. The Vice President for Student Development may request additional information from any person as needed to make a decision. The Vice President for Student Development may uphold, modify or reject the decision of the Committee on Student Conduct and this decision is final.

D. Immediate Suspension - A student may be immediately suspended from all or part of the university premises, when alleged misconduct reasonably indicates that the presence of the student on the university premises poses substantial or immediate danger to the health, safety or welfare of any member of the university community, or university property.

- 1. **Conference regarding immediate suspension** - A student who is immediately suspended must contact with Conduct Officer within two (2) days of receiving a Notice of Immediate Suspension to schedule a conference to discuss: (1) the reliability of evidence supporting the alleged misconduct; and, (2) whether the continued presence of the student on university premises reasonably indicates a substantial or immediate danger to the health, safety or welfare of any member of the university community or university property. Failure to make a timely request for a conference or to appear at a requested conference will cause the immediate suspension to remain in effect until the disciplinary process is complete.
- 2. **Findings and Conclusions regarding immediate suspension** - If the Conduct Officer determines that immediate suspension is appropriate under the circumstances, the Conduct Officer will issue findings and conclusions and the student will be immediately suspended from the university premises, including all events and activities. Immediately suspended student groups will be immediately precluded from engaging in any activities, programs, or events, including, but not limited to recruitment, philanthropy or community service. The immediate suspension remains in effect until the disciplinary process is complete or until otherwise altered by the Conduct Officer. If the Conduct Officer determines that immediate suspension is no longer appropriate, the Conduct Officer may permit the student to return to university premises while the disciplinary process continues. An immediate suspension cannot be reviewed by the Committee.

E. Special procedures in cases of sexual assault

- 1. During an investigation and throughout the disciplinary process both the alleged student and the victim will be provided the same opportunity to have others present during disciplinary proceedings.

2. CSRR will inform the victim about the outcome of any disciplinary proceeding based on an allegation of sexual assault.

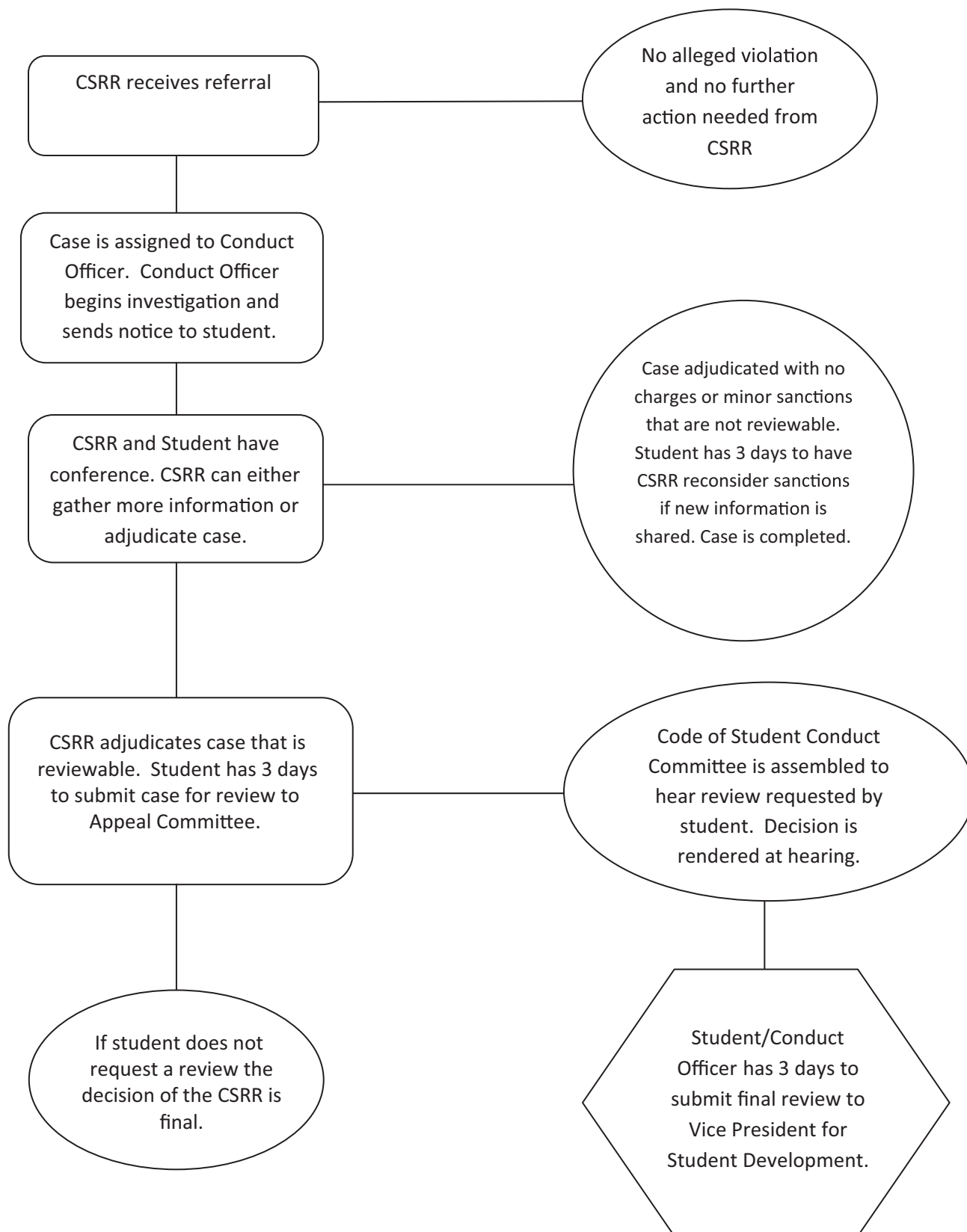
XII. INTERPRETATION AND REVISION

- A. Interpretation** - Questions of interpretation or application of the Code will be referred to the Vice President for Student Development, or a designee, for final determination following consultation with the Office of General Counsel.
- B. Revision**-The Code will be reviewed every three (3) years under the direction of the Vice President for Student Development.

Peer Advocates

Students involved in the conduct process will have the option to meet with a peer advocate to discuss their particular case. Peer Advocates are trained to maintain an expert understanding of the conduct process, the rights and responsibilities of students, and the Code of Student Conduct. They will be available to answer questions regarding the conduct process, a student's specific conduct case, or other questions regarding the Center for Student Rights and Responsibilities. Peer Advocates will also walk students through the entire conduct process serving as a support system and advisor for students and will also be able to assist students to best prepare for their conduct conference. Students may contact Peer Advocates by e-mail at peer.advocate@unt.edu, or by phone at 940-369-7346.

Code of Student Conduct Process



Sanctions at a Glance

Sanction	Impact on Conduct Standing	Permanent Record	Reviewable by Committee
Warning	No Impact	No	No
Educational Sanctions	No Impact	No	If in conjunction with a reviewable sanction
Loss of Privileges	No Impact	No	If in conjunction with a reviewable sanction
Residence Hall Probation	No Impact	No	If in conjunction with a reviewable sanction
Conduct Level I Probation	No Impact	No	No
Conduct Level II Probation	Temporary removal from Good Conduct Standing	No	No
Conduct Level III Probation	Permanent removal from Good Conduct Standing	Yes	Yes
Student Suspension	Permanent removal from Good Conduct Standing	Yes	Yes
Student Group Suspension	No Impact	No	Yes
Expulsion	Permanent removal from Good Conduct Standing	Yes	Yes
University Withdrawal	Removal from Good Conduct Standing	Yes	Yes
Immediate Suspension	Depends on final Sanctions	Only if final sanction is permanent	No

Ethical Decision Making

Ethics- The study of a right and wrong, usually including the determining and encouraging of what is right.

Value - A tightly held belief upon which a person acts by choice; an enduring belief that one way of behaving is personally or socially preferable to an opposing way of thinking

Ethical Behavior - Acting responsibly in difficult and/or complex situations; with quality character and judgment.

Ethical Dilemma - A situation in which there is a conflict in the minds of people between values, or a conflict between what is right and what is wrong. You have to make a choice.

From: Effective Institute, Redmond, WA

When faced with an ethical dilemma or a tough decision, consult the following checklist:

- **Is it legal?**
Will I be violating any laws or University policies?

- **Is it balanced?**
Is it fair to all concerned?
Does it promote win/win situations?

- **How will it make me feel about myself?**
Will it make me proud?
Would I feel good if my family knew?
Would I feel good if my hometown newspaper published my decision?

From: Blanchard, K. and Peal, N.V. (1988). The Power of Ethical Decision Management. Page 20. New York: William Morrow Co. 1988.

From Kenneth Blanchard and Norman Vincent Peale's

The Power of Ethical Management

5 Principals of Ethical Power

Purpose. I see myself as being an ethically sound person. I let my conscience be my guide. No matter what happens, I am always able to face the mirror, look myself straight in the eye, and feel good about myself.

Pride. I feel good about myself. I don't need the acceptance of other people to feel important. A balanced self-esteem keeps by ego and my desire to be accepted from influencing my decisions.

Patience. I believe that things will eventually work out well. I don't need everything to happen right now. I am at peace with what comes my way.

Persistence. I stick to my purpose, especially when it seems inconvenient to do so! My behavior is consistent with my intention.

Perspective. I take time to enter each day quietly in a mood of reflection. This helps me to get myself focused and allows me to listen to my inner self and see things more clearly.

Hazing Education

Below is an abbreviated summary, in question and answer form, of the contents of the Texas Education Code, section 51.936 & 37.151-157 regarding hazing, and the applicability and implications for students, faculty and staff at the University of North Texas.

TO REPORT HAZING WITH UNT GROUPS, PLEASE CALL 940-369-STOP.

This is only a summary.

The definitions of hazing:

“Hazing” means any intentional knowing, or reckless act, occurring on or off the campus of the University of North Texas, by one person alone or acting with others, directed against a student that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are students at the University of North Texas.

The term includes but is not limited to:

1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
2. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk or harm or that adversely affects the mental or physical health or safety of the student;
3. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk of harm or which adversely effects the mental or physical health or safety of the student;
4. Any activity that intimidates or threatens the student with ostracism that subjects the student to extreme mental stress, shame, or humiliation, or that adversely effects the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this subsection;
5. Any activity that induces, causes, or requires the student to perform a duty or task which involves of the Penal Code. Sec. 4.52.

A person commits an offense if the person:

1. Engages in hazing;
2. Solicits, encourages, directs, aids, or attempts to aid another in engaging in hazing;
3. Intentionally, knowingly, or recklessly permits hazing to occur; or
4. Has firsthand knowledge of the planning of a specific hazing incident involving a student of the University of North Texas, or firsthand knowledge that a specific hazing incident has occurred, and knowingly fails to report said knowledge in writing to the appropriate university official.

Does it matter if I did not intend to hurt anyone?

Regardless of the intent, the university policies state that if one of the above occurs, it is hazing.

Does it matter if the person being hazed agrees to the activity?

Consent is not a defense. The law and university policy states that if one of the above occurs, it is hazing, regardless of the consent or cooperation of the recipient.

What is the penalty if I'm found guilty of hazing?

1. Failing to report hazing: fine up to \$1,000 and/or up to 180 days in jail.
2. Hazing not resulting in serious bodily injury: fine of \$500-\$1000 and/or 90-180 days in jail.
3. Hazing resulting in serious bodily injury: fine \$1,000-\$5,000 and/or 180 days-one year in jail.
4. Hazing resulting in death: fine of \$5,000-\$10,000 and/or 1-2 years in jail.
5. Except where the hazing results in death, the student may be required to perform community service in lieu of confinement to jail.
6. The student may also be subject to university disciplinary action, up to and including removal from the University, in addition or regardless of any penalty imposed by the state.

Can an organization be found guilty of hazing?

Yes. An organization commits an offense if the organization condones or encourages hazing or if an officer or any combination of members, pledges, or alumni of the organization commits or assists in the commission of hazing. Organizations which are covered under this law include a fraternity, sorority, association, corporation, order, society, chorus, cooperative, club, or service, social or similar group whose members are primarily students at an educational institution.

Can I get into trouble for reporting hazing?

No. Any person who reports a specific hazing incident involving a student to an appropriate university official is protected from civil or criminal liability. However, a person who reports in bad faith or with malice is not protected by this section.

The Interfraternity and Panhellenic Councils have a comprehensive hazing policy which is outlined in their Constitution and By-Laws.

The university hazing policy can be found in the UNT Student Handbook, UNT Policy Manual (Section 18.1.12) and the Student Organization Handbook.

Where do I report hazing?

To report a hazing incident, please contact:

UNT Hazing number: 940-369-STOP

Center for Student Rights and Responsibilities: 940-565-2039

Dean of Students Office: 940-565-2648

UNT Police Department: 940-565-3000

Frequently Asked Questions

What will happen when I am referred to the CSRR?

You will receive a notice of complaint instructing you to make an appointment with a representative from the CSRR. It is important that you follow-up with this request, make the appointment and keep it. Ignoring the situation will not make it go away. In fact, ignoring the request is a violation of the Code of Student Conduct and could result in a misconduct penalty or sanction (including block on registration and/or suspension).

What will take place during the Disciplinary Conference?

You will be told the reason for the referral and have the opportunity to respond to the allegations. You will be given ample time to share your side of the story. The Conduct Officer will then determine if any section of the Code of Student Conduct has been violated and assign appropriate behavioral sanctions if applicable.

Is it my word against the individual who referred me (instructor, R.A., UNT Police)?

In addition to information from witnesses, the referring party may submit other evidence. The referring party does not attend this initial conference. Instead, it is a one-on-one conference between the student and the Conduct Officer.

I could lie and deny my involvement in the incident, couldn't I?

This is a bad idea. People almost always get caught in their lies. One lie leads to another and another. Eventually, everything comes crashing down, and what was a single violation at the start is compounded by additional dishonest acts.

Will this violation go on my record?

A disciplinary file will be kept in the Vice President for Student Development Office; but a single violation should not ruin one's life. The university policies that impact a student behavior are educational in nature. They are published for student use and are designed to help students understand and accept responsibility for their own actions. Usually, no permanent records are retained, except in the cases of Level III Conduct Probation, Suspension or Expulsion. No documentation is attached to the student's academic transcript regarding disciplinary action. Furthermore, disciplinary records are confidential and generally cannot be released to others without the student's consent or the educational need to know of another University Department.

But I was not aware of the rules; I did not mean to do anything wrong!

Ignorance is not an excuse. Students are responsible for knowing the rules and what is expected of them both on and off campus, in the classrooms and in the residence halls, and as a member of the university community. Remember CSRR believes in educating students on how to change their behavior in the future.

What if I don't agree with the decision the Conduct Officer makes?

Should the student believe he/she has been treated unfairly, or doesn't agree with sanctions, he/she may seek a review of the case with a conference before the Committee on Student Conduct if applicable. The student must submit a letter of appeal to the chairperson of the committee within three days of the decision made by the Conduct Officer. If applicable, the appeals procedures will be explained at the conclusion of the Disciplinary Conference.

If the violation occurred off campus can the University take action?

Yes. Each student must observe all international, federal, state and applicable local laws both on and off campus. Any student who violates any provision of those laws is subject to disciplinary action, including expulsion, notwithstanding action taken by civil authorities on account of the violation.

Why is my professor referring me to CSRR when it is not an act of Academic Dishonesty?

Professors can refer a student to CSRR if it is behavior related. Issues of Academic Dishonesty are enforced under the direction of the Provost and the Vice President for Academic Affairs.

If the violation involves an alleged crime, can I be prosecuted criminally?

Yes. Students retain the responsibilities of citizenship upon enrollment to the university and may be prosecuted criminally for any illegal activity.

But I did not do anything wrong!

Then relax. You may still receive a notice of complaint from the CSRR; but keep in mind that a notice does not constitute a violation. The CSRR may need some information from you if you possibly saw or know something about a particular alleged violation. You do need to be compliant and follow up with the notice. Again, ignoring the request is a violation of the Code of Student Conduct and could result in a misconduct penalty or sanction.