

REGULAR MEETING OF THE UNIVERSITY FACULTY SENATE

March 3, 1980

MINUTES

The regular meeting of the University Faculty Senate was called to order on March 3, 1980 at 4:00 with President Smith presiding. Senators not in attendance were:

Donald Crossan
Arthur Doberenz

William Gaither
James Leathrum

Elliot Schreiber
Frederick Swain

Senators excused were: Jeffrey Davidson, Harrison Hall, John Pikulski, Karen Schaeffer, Mark Sharnoff, Roger Ulrich, Robert Warren.

I. Adoption of the Agenda. President Smith announced that Item C of the published Agenda had been withdrawn by the sponsoring committee. In the absence of objection the Agenda was adopted, with that change, by unanimous consent.

II. Approval of the Minutes. President Smith asked the Senate's consent to postpone consideration of the December and January Minutes, which had not yet been distributed; there was no objection.

President Smith also requested unanimous consent to make the correction as published in the Agenda to the previously adopted Minutes of the November Senate meeting. In the absence of objection he declared the November Minutes adopted with that correction.

III. Remarks by President Trabant. President Smith announced that President Trabant and Provost Campbell were attending a meeting of the Joint Finance Committee of the state legislature; he requested and received the Senate's permission to welcome their remarks whenever they returned during the meeting.

IV. Announcements. President Smith called to the Senate's attention the following sentence from a memo regarding final examination policies which Associate Provost Halio had sent to deans and department chairs:

Similarly, if [faculty] require more time to grade final examinations than the forty-eight hour deadline permits, they should request in writing an extension of the deadline and indicate when the grades will be submitted instead.

VI. New Business.

Item A, a resolution to change the membership of the Committee on Undergraduate Admissions and Standing, was introduced by Prof. Kingsbury, chair of the Committee on Committees. He explained that the recommendation to change "Assistant Vice President for Student Services, or his Designee" to "Director of Admissions, or his Designee" resulted from administrative changes which had eliminated the former position and reassigned the responsibilities. Senator Warter made a motion, which was seconded, to amend by deleting "or his Designee." Prof. Kingsbury expressed no objection from

his committee, and the amendment was approved by unanimous voice vote.

Senator Boyer questioned the propriety of having an administrator sitting on a committee whose purpose was to advise that administrator. He made a motion, which was seconded, to amend the phrase to read: "the Director of Admissions as an ex officio, non-voting member"; the amendment was approved by voice vote. There was no further discussion and the following resolution, as amended, was approved by voice vote:

RESOLVED, that the Faculty Bylaws, Section III, Committee on Undergraduate Admissions and Standing (Handbook p. I-18) last paragraph, be changed to read as follows:

This committee shall consist of an appointee of the President; the Associate Provost for Instruction; the Director of Admissions, as an ex officio, non-voting member; two undergraduate students; and a faculty member from each college enrolling undergraduate majors and the Division of Physical Education, Athletics and Recreation, one of whom shall be chairperson.

Item B, a recommendation for changes in the Coordinating Committee on Education and in the Senate committee structure, was also introduced by Prof. Kingsbury, chair of the Committee on Committees. He explained that the resolution would 1) change the status of the Library, Computer, and Instructional Resources Center committees from subcommittees of the Coordinating Committee on Education to standing committees; 2) change the membership of the Coordinating Committee on Education by the addition of the chairs of those committees; 3) reflect those changes in the Handbook; 4) make minor changes to reflect changes in the student government; 5) reflect the change in the use of the phrase "University Extension"; and 6) remove the ambiguity of the phrase "the following enumerated committees."

Senator Boyer opened the discussion by noting that there was some overlap of jurisdiction in the charges to the Committee on Undergraduate Admissions and Standing and the Committee on International Studies. President Smith said he did not think that would make any difficulty since both committees had the right to introduce legislation directly to the Senate.

A discussion followed on the mechanisms for appointing undergraduate and graduate student committee members. A motion was made and seconded that the resolution be amended so that the Coordinating Committee's undergraduate members would be selected by DUSC and the graduate student membership would be stricken. Several senators spoke in support of retaining the graduate student members. A motion was made and seconded to amend by approving membership of one undergraduate student selected by DUSC and one graduate student. President Smith called for the vote and the motion to amend failed.

Senator Braun suggested that the proposed addition of three chairpersons might make the Coordinating Committee too large and unmanageable; Prof. Halio said he thought the entire committee structure should be looked at to see if some of the committees could be combined.

President Smith called for the vote on the original resolution, as it appeared in Item VI-B of the Agenda, with a change in the Committee on Undergraduate Admissions and Standing to reflect the action taken earlier by the Senate. The following was approved by unanimous voice vote:

COORDINATING COMMITTEE ON EDUCATION

This committee shall be a continuing center for overseeing the broad educational affairs of the University; for providing a large context for the examination and preparation of educational proposals; and for providing liaison and coordination among the following enumerated educational committees. It shall survey academic weaknesses and strengths and help formulate and assess educational policies and practices. Mindful of Trustee and Administrative responsibility for the University's fiscal affairs, and at the same time recognizing budgetary matters as a main instrument of academic development, this committee is authorized to confer with the Provost and Vice President for Academic Affairs concerning the establishment of academic priorities and their implementation, and such other related budgetary matters as may arise.

This committee shall be made up of a chairperson chosen by the Faculty Senate; the chairpersons of the following enumerated standing committees of the Faculty Senate; a designee of the Vice President for Academic Affairs; the University Officer of Graduate Studies; the Director of Continuing Education; and one undergraduate and one graduate student.

- 1. Committee on Adjunct Academic Affairs*
- 2. Committee on Educational Innovation and Planning*
- 3. Committee on Graduate Studies*
- 4. Committee on Undergraduate Admissions and Standing*
- 5. Committee on Undergraduate Studies*
- 6. Computer Committee*
- 7. Instructional Resources Center Committee*
- 8. Library Committee*

Item D, a recommendation for approval of a revised Student Rights and Responsibilities Statement, was introduced by Professor Haas for the Committee on Student Life. He presented a recommendation from the Dean of Students for two changes in the Statement as it was printed with the Agenda. The first would correct the title "Vice President for Student Affairs and Administration" to "Vice President for Student Affairs." The second change would replace Section III, Student Records, (p. 2) with a new paragraph, which Prof. Haas read. He explained that the new paragraph more accurately reflected the fact that there were circumstances, such as a court order, under which a student's records would be released without the student's consent.

Senator Marler, referring to the statement (p. 2, section IV): "The University deserves the right to deny registration to student groups whose major focus involves activities which expose their members to high personal risk," suggested that unpopular social causes could expose students to risk, and he asked who decides and what the

criteria are. Dean Eddy responded that if the activities of a group seemed to involve personal bodily risk the group's petition would be referred to the University Risk Management Committee for their advice on registering the group. Following a suggestion from Dean Eddy, Senator Marler made a motion, which was seconded, to add "bodily" after "personal." An editorial change, to drop the redundant word "personal" was accepted, and the motion to amend the phrase to read: "expose their members to high bodily risk" was approved by voice vote.

In response to a question about the criteria for refusing registration, Dean Eddy said there is an assumption that if, as a result of engaging in a registered, University-connected activity, a student were injured or killed, the University would be liable, and there are some activities for which the University will not assume that risk. Senator Summerton made a motion, which was seconded, to further amend the phrase by the addition at the end of "for which the University might be liable." President Smith called for the vote and the motion to amend the sentence to read as follows was approved by voice vote:

The University reserves the right to deny registration to student groups whose major focus involves activities which expose their members to high bodily risk for which the University might be considered liable.

President Smith read again the paragraph proposed as a substitution for the entire part II, Student Records, as it was printed with the Agenda. A motion to amend by this substitution, as follows, was made, seconded, and approved by voice vote.

The University of Delaware maintains for each student a permanent academic record and a separate disciplinary record.

The Family Educational Rights and Privacy Act of 1974 grants students certain rights, privileges and protections relative to individually identifiable student educational records which are maintained by the University. Any release of student educational records will be in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974. A copy of the complete policy statement describing the University's regulations for the interpretation and implementation of this act may be obtained from the Registration Office, HULLIEN HALL.

Prof. Halio noted that the second paragraph on page 2 of the Statement was technically inaccurate because the Student Grievance Procedure covers only charges of prejudiced or biased grading and specifically excludes grading as such. A motion was made, seconded and approved to strike the word "capricious" from the sentence. At the suggestion of Senator Christensen an editorial change adding the word "seeking" before "redress" was accepted. The sentence as amended and with the editorial change reads:

A student who contends to have encountered prejudiced academic evaluation may utilize the University Student Grievance Procedure as a means of seeking redress.

Senator Summerton noted that in the section on "Academic Dishonesty" (pp. 6-7) phrases such as "taking an essay and passing it off as your own work" should be

changed to ". . . passing it off as the student's own work" to make the document's language consistent. The Senate accepted this as an editorial change and President Smith will so instruct the Committee on Student Life.

President Smith called for further discussion; there was none, and the Senate approved the following, by voice vote:

RESOLVED, that the revised statement of Student Rights and Responsibilities, as given in Attachment 3 of the Agenda, as amended and with editorial changes, is approved.

(Note: The Student Rights and Responsibilities Statement as approved by the Senate is printed as Attachment 1 of these Minutes.)

Remarks by President Trabant. President Trabant, having joined the meeting, was called upon for his remarks. He reported on the presentation of the University's budget request to the Joint Finance Committee of the state legislature, from which he had just returned. He said the University had asked that the \$900,000 which had been omitted from the governor's request be restored to the Operations line of the University's budget. The University representatives had also pointed out that energy costs had escalated since they had drawn up the original request, and they therefore asked that \$700,000 be added to that request. He also reported that in all other respects the University had said they could live with the governor's recommendations. The University had also agreed that if the budget were funded with these two requests in-state tuition would not be raised in September; but if not, then in-state tuition would be raised and out-of-state tuition would be raised more than the \$150 already planned. He concluded that they had had a very responsive hearing from the Joint Finance Committee.

Item D, a recommendation regarding the Pass/Fail policy, was introduced by Senator Morehart for the Coordinating Committee on Education. He said the resolution was meant to address the perceived abuse of the policy by students who register Pass/Fail and do the minimum work required to obtain a passing grade. Prof. Halio cited as an example the situation in which a faculty member grades by a point system and the P/F student works only to accrue enough points to pass, skipping the final paper or exam. Parliamentarian Barnhill pointed out that the resolution could not be enforced because P/F students are not identified to the faculty member. A discussion followed on possible grades to be assigned if a student does not fulfill the requirements of a course.

President Smith called for the vote and the resolution, as follows, was defeated by a voice vote:

RESOLVED, that undergraduate students registered for pass/fail credit must fulfill the same requirements as students registered for regular credit if they are to receive credit for the course.

Item F, three recommendations regarding graduate policies, was introduced by Senator Morehart, chair of the Committee on Graduate Studies. He explained that

the first resolution would make the current practice in many departments of having at least one member of a student's advisory committee selected from outside the unit a university-wide standard. Senator Vincent said his unit objected to this resolution, and the other two as well, as taking such judgments from the faculty and putting them in the hands of administrators, contrary to the Senate's approval of the decentralization of the Graduate School. It was also objected that the University Coordinator of Graduate Studies should not be the one to make the outside appointment to the committee, and that there is no accepted definition of graduate faculty. Senator Morehart responded that the thrust of the resolution had to do with the make-up of the committee, and the approval by the Coordinator of Graduate Studies was not essential and could be done another way. Senator R. Murray, the Coordinator of Graduate Studies, responded that although the university-wide graduate faculty designation had been abolished, individual units could, and in some cases did, appoint their own graduate faculty. He made a motion, which was seconded, to amend the proposed change to read:

The committee shall consist of not less than three nor more than five graduate faculty members of the major department and one further member from outside the candidate's unit or department. This committee will be nominated and approved by the graduate faculty members of the major department.

Senator Warter said the question of the defense of the dissertation and the planning of a graduate student's program were quite different and while he concurred in the inclusion of an "outsider" on the dissertation defense committee, he did not think it useful in planning the student's program. Senator R. Murray said the phrase "advisory committee" was used throughout that section of the policy manual to mean the dissertation defense committee. Senator Warter made a motion, which was seconded, to recommit the resolution to committee for clarification of these issues. It was suggested that the committee also consider defining the status of faculty with joint appointments, and whether they would be considered as being outside the unit. President Smith called for the vote and the motion to return the resolution to committee was approved by voice vote.

Senator Morehart introduced the second of the resolutions, and explained that the change would aid record keeping and would restrict credit by examination to written examinations on content courses. Senator Vincent again objected to having these decisions made outside the academic unit, and said the proposed policy could be used to keep certain groups out of the graduate program. Senator Miller objected that written exams would be inappropriate for clinical practice experience in nursing. Senator R. Murray said at present faculty are permitted to give credit for work experience and he questioned whether that was the intent of the credit by examination policy. Senator Warter agreed there was a possibility of abuse, but objected that the proposed policy was overreaching. He questioned why the exam must be written and not oral, and why the Graduate Office needed to approve an exam rather than just be informed of it. Senator Schultz said the signed approval by the advisory committee of a student's course of study provided sufficient check, and he opposed the resolution.

Senator Braun made a motion, which was seconded, to amend the first paragraph to read:

Students enrolled in Graduate Studies may receive credit by examination for graduate level courses at the discretion of the appropriate department, division, or college. Special problems, research, independent study, and experimental courses may not be recognized as appropriate.

The motion to amend failed on a voice vote.

Senator Warter made a motion, which was seconded, to return the resolution to committee; the motion was approved on a voice vote.

Senator Morehart introduced the third resolution; he said it was a new policy which was intended to prevent a graduate student from being penalized for changing programs. He explained that a student who changed programs within the University carried his previous grade index with him, whereas if he went to another school he would be able to start with a fresh record. Senator R. Murray added that this did not affect the policy which allows a graduate student to transfer up to nine CEND (Continuing Education) credits toward a graduate degree. Provost Campbell said a course taught through CEND is still a University course and the credit should be just as valid, whether or not a student is matriculated; he suggested that the nine credit transfer policy needed to be explored along with the proposed new policy. Senator Vincent objected that this policy also represented a change in philosophy as far as the graduate program is concerned; he made a motion, which was seconded, to return the resolution to committee. The motion failed on a voice vote.

Senator Warter asked why all CEND courses in a student's field would not transfer into the student's program and get counted in the grade index. Senator R. Murray responded that up to nine credits could be transferred, but the cumulative grade index should start anew when a student matriculated for the first time in any graduate program. A discussion followed on how the proposed policy would affect different cases. Senator Marler reintroduced a motion, which was seconded, to return the resolution to committee for further consideration of these issues; the motion to return was approved by voice vote.

President Smith called for other items to come before the Senate. Senator Van Camp urged that in the interests of clarity and consistency the word "chairperson" be used in place of "chairman" in the Senate Bylaws. Senator Warter suggested that the Committee on Committees should review all committee make-ups to remove any conflict of interest problems.

Following a motion to adjourn, President Smith declared the meeting adjourned at 5:50 p.m.

Respectfully submitted,

Ulrich C. Toensmeyer

Ulrich C. Toensmeyer
Secretary
University Faculty Senate

UCT/b

Attachment: 1. Student Rights and Responsibilities Statement

STUDENT RIGHTS AND RESPONSIBILITIES

PREAMBLE

As an academic community, the University of Delaware exists for the pursuit of learning and truth, for the development of students as scholars and citizens, and ultimately, for the well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. The University's responsibility for creating and maintaining an atmosphere conducive to these freedoms is shared by students, faculty, administrative personnel and trustees.

The University community accepts its responsibilities to develop policies and procedures which provide and safeguard these freedoms, and to promote the corresponding responsibilities within the framework of the University Charter, the Bylaws of the Board of Trustees, and the Bylaws of the Faculty.

As integral members of the University community, students exercise responsibility while developing their capacity for critical judgment and engaging in a sustained and independent search for truth. Students shall exercise their freedoms in a manner that does not infringe upon the rights and freedoms of others.

I. FREEDOM OF ACCESS TO HIGHER EDUCATION

The University of Delaware sets its own admission requirements and procedures. It selects students for admission on the basis of academic qualifications as indicated by high school performance, test scores, and the recommendations of teachers and guidance personnel. In appraising applicants, the University also looks for evidence of good character, citizenship, and personal attributes. It is the policy of the University of Delaware that no person shall be subject to discrimination on the grounds of race, color, creed, sex, age, national or ethnic origin, or handicap or veteran status. As a publicly assisted institution, the University gives first preference in the admission of students to residents of Delaware. Appropriate facilities and services of the University are available to all full-time undergraduate students.

II. IN THE CLASSROOM

The professor, whether in the classroom or in conference, fosters relevant free discussion, inquiry and expression.

A student is free to take reasonable exception to the data offered in any course of study and to reserve judgment about matters of opinion without threat of undue censure by the professor.

Information about student views, beliefs, and political associations which professors acquire in the course of their work as instructors, advisers, and counselors is considered confidential.

Protection of the student against improper disclosure, as provided for in the Family Educational Rights and Privacy Act of 1974, is a professional obligation of the faculty, administration and their staffs. Judgments of ability and character which a professor may reveal under certain circumstances, are provided with the knowledge and express written consent of a student.

Faculty inform students of the requirements to be met in each course and the criteria by which students are graded. A student is responsible for learning the prescribed content of any course of study for which he or she enrolls. Faculty evaluate student performance in the classroom solely on an academic basis, and not on a student's philosophies or conduct in matters unrelated to academic performance.

A student who contends to have encountered prejudiced academic evaluation may utilize the University Student Grievance Procedure as a means of seeking redress.

Academic honesty is a prime responsibility of every student. Students found guilty of academic dishonesty within the Student Judicial System will receive a failing grade in the course and other sanctions as deemed appropriate.

III. STUDENT RECORDS

The University of Delaware maintains for each student a permanent academic record and a separate disciplinary record.

The Family Educational Rights and Privacy Act of 1974 grants students certain rights, privileges and protections relative to individually identifiable student educational records which are maintained by the University. Any release of student educational records will be in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974. A copy of the complete policy statement describing the University's regulations for the interpretation and implementation of this act may be obtained from the Registration Office, Hulliher Hall.

IV. STUDENT DEVELOPMENT

Freedom of Association

Students are free to organize and join associations to promote their common interests. Student organizations petition the Delaware Undergraduate Student Congress for registration by filing an "Application for Registration." Upon approval of the Delaware Undergraduate Student Congress and the Office of the Dean of Students, organizations receive the status of being a registered student organization. Registered student organizations may have an affiliation with organizations, national and/or regional, outside the University of Delaware and be subject to policies and requirements of a parent organization, provided that this relationship entails no conflict with University objectives, policies and activities. The University reserves the right to deny registration to student groups whose major focus involves activities which expose their members to high bodily risk for which the University might be considered liable.

Under the provisions defined above, membership, policies and actions of a registered student organization are all determined by a vote of only those persons who are members of the University community. Membership in registered student organizations is limited to full-time undergraduate students, unless specific exceptions are authorized in the "Application for Registration."

Every student organization must choose an adviser from the faculty, professional, or staff members of the University. Registration is not withheld or withdrawn solely because of the temporary inability of a student organization to get an adviser. Generally speaking, the selection of an adviser is solely the prerogative of the student organization. The termination of the advisory relationship may be made by either the organization or the adviser. Advisers may counsel organizations in the exercise of responsibility but they do not have the authority to control the policy of such organizations. In a limited number of activities, such as student publications, professional

societies, and campus radio station, advisers are appointed in accordance with stated University or organizational requirements. This is reflective of the fact that for such organizations advisers may need to have special knowledge in a particular field.

Registered student organizations may use University facilities designated by University officers for meetings and other programmed activities when the facilities are available and the events are properly planned and scheduled. For certain types of activities, and use of certain facilities and equipment, charges are assessed. In these instances organizations receive advance notification of the charges other than those to be made for unpredictable damages for which they were responsible.

No registered student organization is to be granted privileges denied to another or to be subjected to regulations not binding on another.

The registration status of a group may be rescinded by the Delaware Undergraduate Student Congress and the Office of the Dean of Students in accordance with procedures established for this purpose.

Freedom of Inquiry and Expression

Students and registered student organizations are free to examine and to discuss all questions of interest to them and to express opinions publicly and privately in a responsible way. They are free to support causes by orderly means including any means of peaceful assembly or advocacy which does not infringe upon the rights or freedoms of others. At the same time, it is made clear to the academic community and to the public that in their expressions or demonstrations students or registered student organizations speak only for themselves.

In accordance with the Campus Speakers Policy, registered student organizations are allowed to invite and to hear any person of their own choosing. Guest appearances must not interfere with the University's regular instructional, research, and service programs. Except for ceremonial occasions, invited speakers should be prepared for a reasonable public discussion of their expressed views.

The institutional control of campus facilities is not to be used as a device of censorship. Sponsorship of guest speakers does not imply approval or endorsement of the views expressed, either by the sponsoring organization or the institution.

Invited speakers are accorded the full courtesy and protection appropriate to a university community. Individuals or groups who engage in actions designed to obstruct or in any way to prevent the speaker from speaking are subject to discipline and to financial responsibility in the event of damage to property or person.

Student Participation in Institutional Governance

As constituents of the University community, students are free, individually and collectively, to express their views on issues of institutional policy and on matters of general interest to the student body. The Delaware Undergraduate Student Congress shall serve as the student government body for undergraduate students. Subject to the provisions of Section 5111 of Title 14, Delaware Code, students have a major role in the formulation of University policies directly affecting them and, through the Delaware Undergraduate Student Congress, may formulate and recommend to the University Faculty Senate policies pertaining to student social activities and conduct. Such policies shall not be inconsistent with federal, state or local laws.

Student Media

Where feasible, student media are independent corporations financially and legally separate from the University. Where this is not feasible, the University Faculty Senate, in consultation with students and the administration, has a responsibility to provide written clarification of the role of University student media, standards to be used in their evaluation, and the limitations on external control of their operations.

The editorial freedom of student editors and managers involves the corresponding obligation to be governed by the canons of responsible journalism. These entail the responsibility to avoid libel, undocumented allegations, techniques of harassment and innuendo, and so forth. At the same time the following provisions safeguard editorial freedom.

Student publications are free of censorship and advance approval of copy. Editors and managers are free to develop their own editorial policies and news coverage. In the delegation of editorial responsibility to students, the institution provides sufficient editorial freedom and financial autonomy for student publications to maintain their integrity of purpose as vehicles of free inquiry and free expression in a university community.

The Faculty Senate through its Committee on Student Life shall ensure that all campus media have written operating documents and shall provide faculty representation on boards of advisory committees.

For the purpose of this statement the term "media" is construed to include the campus student newspaper(s), the campus student radio station, and the student yearbook.

V. OFF-CAMPUS FREEDOM OF STUDENTS

Exercise of Rights of Citizenship

Students at the University of Delaware are both private citizens and members of the University community. As citizens, students enjoy the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy. As members of the University community, they are expected to follow University rules and regulations outlined in the Student Code of Conduct. Faculty members and administrative officials ensure that institutional powers are not employed to inhibit the intellectual and personal development of students exercising their rights both on and off the campus.

Institutional Authority and Civil Penalties

Students at the University of Delaware are expected and required to abide by local, state and federal laws. Students do not have special rights with respect to the use of University facilities as sanctuary from local, state or federal laws. Students need to be aware that charges may be brought both within the University Student Judicial System and in the off-campus courts. This is reflective of the fact that students have a responsibility to both the on- and off-campus community. The University administration is responsible for establishing a procedure for reviewing and taking institutional action related to students who are found guilty of off-campus violations of local, state or federal laws. While the University will not act as a policing agent for students when they are off campus, the University reserves the right to take action if a student's behavior is judged to be contrary to the pursuit of the educational mission of the University or if the continued presence of the student on campus poses a threat to his or her well-being or to the rights and property of members of the University community.

VI. CONDUCT EXPECTATIONS

It is the obligation of each member of the University community to act so as to give fullest respect to the views and activities of fellow members of the University community; to proceed in all actions with thoughtfulness and openness; and to treat every member of the University community in such a way as to acknowledge each person's humanity.

Student Conduct and Discipline

In developing responsible student conduct, disciplinary action plays a secondary role to example, counseling, guidance and admonition. The University community protects its educational purpose by setting standards of scholarship and conduct for its students, and by regulating the use of University facilities.

The administration of discipline guarantees procedural fairness to an accused student. Disciplinary proceedings may be instituted by any member of the University community only for violations of standards of conduct published in advance. In all situations, students are informed of the charge against them and are given a fair opportunity to refute those charges. The Vice President for Student Affairs is responsible for the establishment of a student judicial system to adjudicate violations of the code of conduct. Students charged with conduct violations within the Student Judicial System may also be charged in off-campus courts at the same time.

Code of Conduct

Any student who commits, aids, or attempts to commit any of the following acts of misconduct shall be subject to action under the Student Judicial System:

1. False Information

Knowingly making a false oral or written statement in a University disciplinary hearing; reporting the false presence of an explosive, incendiary device, or fire.

2. Misuse of Materials

A. Embezzling University funds; unauthorized reading, duplicating, removing, photographing, forging, counterfeiting, altering, or misuse of any University document or record maintained by any individual or group of the University community.

B. Misuse of materials such as student identification cards, keys, access cards, laboratory equipment, athletic equipment or other materials issued by the University.

3. Misuse of Property

A. Destruction, damage, misuse or defacing of University buildings or property, or private property on the campus or at a University-sponsored event.

B. Misuse of any University fire alarm or fire fighting/safety equipment.

4. Theft

The unauthorized taking, misappropriation, or possession of any property owned or maintained by the University or any person on the campus or attending a University-sponsored event.

5. Weapons, Firearms or Explosive Devices on Campus

Unauthorized possession or use of firearms, fireworks or chemicals which are explosive in nature, and other types of arms classified as weapons.

6. Residence Hall Regulations

Failure to abide by residence hall regulations in the Residence Hall Handbook.

7. Disruptive Conduct

Acting to impair, interfere with or obstruct the orderly conduct, processes and functions of the University.

- A. Violence or threat of violence against any member or guest of the University community.
- B. Harassment: Deliberately acting with intent to harass any member or guest.
- C. Interference with freedom of movement of any member or guest.
- D. Interfering with the rights of others to enter, use, or leave any University facility, service, or activity.
- E. Interference with the freedom of speech of any member or guest of the University.
- F. Trespassing or unauthorized entry.

8. Privacy

Failure to respect the right of privacy of any member of the University community.

9. Policy Regulations

Violation of University policies described in this handbook.

10. Academic Dishonesty

The first law of academic life is intellectual honesty. Academic relationships within the University community should be governed by a sense of honor, fair play, and trust, and a readiness to give appropriate credit to the intellectual endeavors of others where such credit is due. The following guidelines are provided as examples of ways in which these proper relationships and attitudes may break down.

One form of academic dishonesty is plagiarism. Plagiarism is intellectual larceny, the theft of ideas or their manner of expression. The following are examples of plagiarism:

- A. Copying another student's test answers.
- B. Taking an essay from a magazine and passing it off as one's own work.
- C. Lifting a well-phrased sentence or two and including them without crediting the author or using quotation marks.
- D. Passing another person's good ideas as examples of one's own.¹

Plagiarism covers:

- A. Unpublished as well as published sources.
- B. Borrowing another's term paper.
- C. Handing in as one's own work a paper purchased from an individual or agency.
- D. Submitting as one's own papers from a living group, club or organization files.

A student will avoid being charged with plagiarizing if there is an acknowledgement of indebtedness:

1. Whenever one quotes another person's actual words;
2. Whenever one uses another person's idea, opinion or theory, even if it is completely paraphrased in one's own words; and,
3. Whenever one borrows facts, statistics, or other illustrative materials--unless the information is common knowledge.²

Students are urged to consult with individual faculty members, academic departments or recognized handbooks in their field if in doubt.

Other forms of academic dishonesty include, but are not limited to, the following:

- A. Consultation of text books, library materials, or notes in examinations where such materials are not to be used during the test.
- B. Use of crib sheets or other hidden notes in an examination.
- C. Looking at another student's test paper to copy answers.
- D. Having another person supply questions or answers from an examination to be given or in progress.
- E. Having a person other than the one registered and taking a course stand in at an examination or any other graded activity (in which cases all consenting parties to the attempt to gain unfair advantage shall be deemed culpable and subject to penalties).
- F. Deliberate falsification of laboratory results, or submission of samples or findings not legitimately derived in the situation and by the procedures prescribed or allowable.
- G. Submission in a paper, thesis, lab report or other academic exercises of falsified, invented, or fictitious data or evidence, or deliberate and knowing concealment or distortion of the true nature, origin, or function of such data or evidence.
- H. Procurement and/or alteration without permission from appropriate authority of examinations, papers, lab reports, or other academic exercises, whether discarded or actually used, and either before or after such materials have been handed in to the appropriate recipient.
- I. Collaborating with others on projects where such collaboration is expressly forbidden.

Again, students are urged to consult with their individual faculty members when in doubt.

A student suspected of committing an academically dishonest act should be referred to the University Student Judicial System. Students found guilty of academic dishonesty will receive a minimum, mandatory sanction of failure in the course. Additional sanctions provided for within the University Student Judicial System document may also be applied.

¹Robert M. Gorrell and Charlton Laird, Modern English Handbook, 6th Edition (Englewood Cliffs, N.J.: Prentice-Hall, 1976), p. 71.

²William W. Watt, An American Rhetoric, 4th Edition (New York: Holt, Rinehart and Winston, Inc., 1970) p. 8.

Acknowledgement is also given to the Kansas State University Student Handbook 1978-79 which served as a model for this section.

11. Failure to Comply

- A. Failure to comply with the directives of University officials acting in the performance of their duties.
- B. Failure to comply with a directive of a disciplinary hearing officer, Board or Court.

VII. AMENDMENTS TO THE STATEMENT

Changes or amendments to this Statement are the responsibility of the University Faculty Senate.