

3. No student organization shall deny membership to any person on the basis of age, race, sex, religion, handicap, veteran status or national origin, provided that social fraternities and sororities may have sex-restricted membership.
  4. No student organization or individual shall engage in or condone any form of hazing. (See statement on hazing in section on Disciplinary Offenses.)
  5. Student organizations shall be vicariously responsible and liable for the conduct and actions of each member of the organization AND FOR THEIR GUESTS while acting in the capacity of a member or while attending or participating in any activity of the organization. Such actions must NOT be in violation of the Code of Student Conduct.
  6. No lease or other agreement affecting real property for a period in excess of one year or for rental in excess of \$12,000 per year shall be entered into between the University and an organization without the approval of the chancellor of the Board of Regents or his/her designee.
  7. No person, group, or organization may use the name of the University in any manner, provided that registered student organizations may use the name of the University following the name of the organization. No person, group, or organization may use the seal or any symbol of the University without the prior, written approval of the President or his/her designee.
  8. Student organizations that sponsor events off campus, where alcoholic beverages are present and available for consumption, must adhere to all local, state and national laws concerning alcoholic beverages and must follow the University's Risk Management Guidelines for student organizations.
- (c) Sanctions Against Student Organizations. Any registered student organization may be given a reprimand, placed on probation, suspension, or restriction or may have its registration withdrawn by the Dean of Students, or by a Student Affairs Administrator appointed by the Senior Student Affairs Officer. Such actions may be taken after having a hearing conducted in accordance with the procedures outlined in this document for disciplinary procedures. In the case of Withdrawal of Registration of an organization, the procedures to be used will be the contested case provisions of the Tennessee Uniform Administrative Procedures Act, unless those provisions have been waived in writing by an authorized representative of the student organization. Such action may be taken for any one of the following reasons:
1. The organization fails to maintain compliance with the initial requirements for registration.
  2. The organization ceases to operate as an active organization.
  3. The organization requests withdrawal.
  4. The organization operated or engaged in any activity in violation of the rules and regulations of the University, of any governing body of federal or state laws.

### Smoking/Clean Air Policy Enforcement

1. A student found smoking in an unauthorized area can be charged with violating 2 (q) of the APSU Code of Student Conduct which states: Violation of general rules and regulations. Any violation of the general rules and regulations of the University published in an official

University publication, including the intentional failure to perform any required action or the intentional performance of prohibited actions.

- (a) Enforcement of this policy will be provided primarily by Public Safety with assistance from University officials.
- (b) A student may be charged even if he/she puts the cigarette/cigar/pipe out — seeing the student smoking in an unauthorized area is sufficient.
- (c) Students seen smoking in non-designated areas will be required to produce their APSU Gov's Card upon request.
  1. If student does not have the Card on their person he/she will be asked for an alternative picture I.D. Student may be charged with 2 (h) "Misuse of Austin Peay State University documents or identification. Any failure to carry the APSU ID card at all times or to show it upon proper request"
  2. If the student refuses to produce their APSU Gov's Card and/or another form of picture ID then he/she may additionally be charged with 2 (p) "Failure to cooperate with University officials. Failure to comply with directions of University officials in the performance of their duties."
  3. A student on the APSU property without any identification may be detained by Campus Police and/or denied access to the campus.
- (d) Students who are verbally abusive or threatening toward any person attempting to enforce the policy may be charged with additional violations such as 2 (c) Harassment and/or 2 (d) Disorderly Conduct.
- (e) Public Safety will issue a citation to the student for violation of the policy. The citation will contain information regarding the possible penalties and disciplinary process.
- (f) A campus official or student observing the violation should complete a Disciplinary Complaint Form in the Central Student Affairs Office. This will result in a citation being issued to the student accused of violating the policy.
- (g) Student may be cited for violation of the policy and fined as provided for in the Code under disciplinary sanction 2 (n): "Fines. Penalties in the form of fines may be enforced against a student whenever the appropriate hearing officer(s) or hearing body deems necessary. The sanction of fines may be imposed in addition to other disciplinary sanctions. Failure to pay fines to the Business Office within two weeks of the decision will result in further disciplinary action." If the student pays the fine then there is an inherent assumption that the student is pleading guilty and the hearing officer, as the chief judicial officer, is imposing the sanction.
- (h) There will be graduated fines automatically imposed for violation of the policy:
  1. First Offense — \$25
  2. Second Offense — \$50
  3. Third Offense or more — \$100 and referral for Formal Disciplinary Charges
- (i) A faculty or staff member found in violation of the policy will be subject to employee disciplinary procedures.
- (j) Non-students violating the Smoking/Clean Air Policy may be charged with trespassing.

## 2. Appeal Process

- (a) Upon receipt of a citation, a student has three class days to submit a written appeal.

- Appeals submitted after three days will not be considered.
- (b) The appeal form can be obtained from the Central Student Affairs Office or can be completed online.
  - (c) The issuing official will be afforded the opportunity to comment on appeals before being presented to the appeal authority.
  - (d) In addition to the Student Tribunal's authority to adjudicate traffic and parking violations, the Student Tribunal also shall hear and decide all cases involving the appeal of smoking violation citations by students. The Tribunal will consist of a minimum of three members and decide by majority vote.
  - (e) The Tribunal will meet at a minimum every two weeks and report findings in writing to the student, the chief judicial officer, and the Business Office.

## **APSU CAMPUS SECURITY, TRAFFIC & PARKING**

### **Security Policies and Procedures**

APSU maintains a 24-hour dispatch service accessible by telephone (221-7786), emergency (911) and is always open for walk-in service (Shasteen Building). Officers patrol the campus by automobile and on foot 24 hours a day. The department of public safety is open 365 days a year. Department regulations state that when a person applies for assistance or advice or makes complaints or reports, either by telephone or in person, all pertinent information shall be obtained in an official and courteous manner and will be properly and judiciously acted upon consistent with established departmental procedure.

The campus and facilities of the University are restricted to students, faculty, staff, guests, and invitees of the University, except when part or all of the campus, its buildings, or facilities, are open to the general public for an approved and designated time and purpose. Campus facilities include all on-campus buildings and off-campus buildings owned or controlled by the University or student organizations recognized by the University. For specific information on access to facilities and key control, refer to APSU Policy No. 4:007 available at department level offices.

All persons using campus facilities, including faculty, staff, guests and invitees, shall be subject to all rules and regulations of the University and the Tennessee Board of Regents, which are applicable to the conduct of students on campus and to all applicable federal and state laws and regulations. The public safety department conducts ongoing surveys of outdoor lighting and reports problems directly to the physical plant department.

The Department of Public Safety also conducts surveys of the campus for hazardous conditions and reports problems directly to the physical plant department. In addition, department of public safety personnel routinely report all unsafe or potentially unsafe conditions found to exist on campus. In the event of a hazardous or unsafe condition, steps are taken to ensure the safety of the University community. There are commissioned officers employed by the Department of Public Safety. Their training consists of a basic police academy, which meets the requirements of the Tennessee Police Officers Standards and Training Commission and an annual in-service training session of 40 hours, which also meets Tennessee P.O.S.T. requirements.

APSU campus police are commissioned as peace officers by the president of APSU as provided by state statutes. The commission authorizes officers to enforce laws on the campus and provides officer status on University property and streets contiguous to the campus. Public Safety has a close working relationship with municipal, county, state and federal law enforcement agencies.