

## **AN INTRODUCTION TO RULES, REGULATIONS AND POLICIES**

This section of the APSU Student Handbook and Calendar includes important information about official campus rules, regulations, student rights, policies and guidelines that impact the academic and personal life of ALL APSU students. This listing may NOT include some regulations or policies that are unique to specific departments, programs, student organizations or student groups. However, this collection represents an attempt to provide students with a reference to these documents in one handy location.

It is the responsibility of ALL students to read and become familiar with the expectations that Austin Peay State University has for every student. Failure to abide by these regulations and policies may result in formal disciplinary actions, as outlined in the "Code of Student Conduct."

## **APSU STUDENT DISCIPLINARY RULES CODE OF STUDENT CONDUCT**

### **Institutional Policy Statement**

1. APSU students are citizens of the state, local and national governments or are citizens of other countries, and of the academic community, and are, therefore, expected to conduct themselves as law-abiding members of each community at all times. Admission to the University carries with it special privileges and imposes special responsibilities apart from those rights and duties enjoyed by non-students. In recognition of the special relationship that exists between the institution and the academic community which it seeks to serve, the Tennessee Board of Regents has authorized the president of the University to take such action as may be necessary to maintain campus conditions and preserve the integrity of the institution and its educational environment.
2. Pursuant to this authority the University has developed the following regulations (known as the Code of Student Conduct), intended to govern student conduct on the Austin Peay State University campus. In addition, students are subject to all federal, state, and local laws and ordinances. If a student's violation of such laws or ordinances also adversely affects the institution's pursuit of its educational objectives, the institution may enforce its own regulations regardless of any proceedings instituted by other authorities. Conversely, violation of any section of these Regulations may subject a student to disciplinary measures by the institution whether or not such conduct simultaneously violates state, local or national laws.

### **Disciplinary Offenses**

1. Generally, through appropriate due process procedures, institutional disciplinary measures shall be imposed for conduct which adversely affects the University's pursuit of its educational objectives, which violates or shows a disregard for the rights of other members of the academic community or which endangers property or persons on University, or University-controlled property.
2. Individual or organizational misconduct which is subject to disciplinary sanction shall include but not be limited to the following examples:
  - (a) Conduct dangerous to self or others. Any conduct which constitutes a serious danger to one's self or to any person's health, safety or personal well-being, including any physical abuse or immediate threat of abuse;
  - (b) Hazing. Violations of this section include any act of hazing on or off the Austin Peay State University campus or University-controlled property, by an Austin Peay State University individual, group of individuals or registered student organization. Hazing means any intentional or reckless act on or off the property of any higher education institution by one (1) student acting alone or with others which is directed against any other student, that endangers the mental or physical health or safety of that student, or which induces or

- coerces a student to endanger such student's mental or physical health or safety. Hazing does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organizations;
- (c) Harassment and Privacy Intrusion. Any act of harassment by an individual or group against a student, faculty member or another group is prohibited. Harassment and privacy intrusion shall include, but not be limited to insults, heckling, verbal abuse, threats of physical abuse, unwanted suggestions of a sexual nature, repeated teasing or annoyance to another, repeated unsolicited phone calls, text messages made with the intent to harass or other actions considered disturbing to others, any harassing virtual communication such as harassing e-mails or character-assassination on the Internet, or inappropriate use of electronic devices that violates the privacy of another individual;
  - (d) Disorderly conduct. Any individual or group behavior which is abusive, obscene, lewd, indecent, violent, excessively noisy, disorderly or which unreasonably disturbs or may reasonably provoke other groups or individuals (this may include verbal abuse, non-verbal gestures and inappropriate behavior resulting from the use of or being under the influence of alcohol or drugs), etc.;
  - (e) Obstruction of or interference with University activities or facilities. Any intentional interference with or obstruction of any University activity, program, event or facility, including the following:
    - 1. Any unauthorized occupancy of University or University-controlled facilities or blockage of access to or from such facilities;
    - 2. Interference with the right of any University member or other authorized person to gain access to any University or University-controlled activity, program, event or facility;
    - 3. Any obstruction or delay of a campus security officer, fireman or any University official in the performance of his/her duty;
    - 4. Any form of disruptive behavior in the classroom, during any campus event or activity or at any location on campus;
  - (f) Misuse of or damage to property. Any act of misuse, vandalism, malicious or unwarranted damage, destruction, defacing, disfiguring or unauthorized use of property belonging to the University or property being used, rented or leased by a student, group of students or officially registered student organization not owned by the University;
  - (g) Theft, misappropriation or unauthorized sale. Any act of theft, misappropriation, or unauthorized possession, use or sale of institution property or any such act against a member or organization of the institution community or a guest of the University;
  - (h) Misuse of Austin Peay State University documents or identification cards. Any forgery, alteration of or unauthorized use of University documents, forms, records or identification cards, including the giving of any false information or withholding of necessary information in connection with a student's admission, enrollment or status in the University; failure to carry the APSU ID card at all times or to show it upon proper request;
  - (i) Firearms and other dangerous weapons. Any possession of or use of firearms or dangerous weapons of any kind on University property. Firearms or dangerous weapons include, but are not limited to: rifles, handguns, BB guns, stun guns, knives, martial arts equipment, paint guns, bows and arrows, etc., or other objects with the potential to cause bodily harm;

- (j) Explosives, fireworks and flammable materials. The unauthorized possession, ignition or detonation of any object or article which would cause damage by fire or other means to persons or property, or possession of any substance which could be considered to be and used as fireworks;
- (k) Alcoholic beverages. The use and/or possession of alcoholic beverages and/or public intoxication on University-owned or controlled property, other violation(s) of any local ordinance or state or federal law concerning alcoholic beverages, on or off campus, or a violation of the terms of the Austin Peay State University Drug-Free Policy Statement. In addition, officially registered 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;
- (l) Drugs. The unlawful possession or use of any drug, controlled substance or drug paraphernalia (including any prescription drug, stimulant, depressant, narcotic, hallucinogenic drug or substance, or marijuana), or sale or distribution of any such drug or controlled substance, or a violation of any terms of the Austin Peay State University Drug-Free Policy Statement;
- (m) Gambling. Participation in any gambling or gambling-related activities on campus or on University controlled property or property being used, rented or leased by a student, group of students or officially registered student organization not owned by the University that have not been approved and/or administered in accordance with the laws and regulations of the State of Tennessee. Any permitted gambling or gambling-related activity must also be operated under the auspices of the University's foundation;
- (n) Financial irresponsibility. Failure to promptly meet financial responsibilities to the University including, but not limited to, knowingly passing a worthless check or money order in payment to the institution or to a member of the institutional community acting in an official capacity;
- (o) Unacceptable conduct in hearings. Any conduct at a University hearing involving contemptuous, disorderly behavior, or the giving of false testimony or other evidence at any hearing;
- (p) Failure to cooperate with University officials. Failure to comply with directions of University officials acting in the performance of their duties;
- (q) Violation of general rules and regulations. Any violation of the general rules and regulations of the University as published in an official University publication, including the intentional failure to perform any required action or the intentional performance of any prohibited action;
- (r) Attempts and aiding and abetting the commission of offenses. Any attempt to commit any of the offenses listed in this document, or the aiding and abetting of the commission of any of the offenses (an attempt to commit an offense is defined as the intention to commit the offense coupled with the taking of some action toward its commission);
- (s) Violations of state or federal laws. Any violation of state or federal laws or regulations proscribing conduct or establishing offenses, which laws and regulations are incorporated herein by reference;
- (t) Violation of imposed disciplinary sanctions. Intentional or unintentional violation of a disciplinary sanction officially imposed by a University official or a constituted body including, but not limited to, sanctions contained herein;

- (u) Violations of University Residence Hall or Apartment policies or regulations. The violation of any policies or regulations which appear in printed materials distributed to resident students (i.e., housing license agreements, handbooks for resident students, etc.);
  - (v) Sexual Battery/Rape. Any act of sexual battery or rape as defined by state law;
  - (w) Tobacco. Smoking in all University buildings, grounds and state-owned vehicles is prohibited (except in otherwise designated areas as provided in APSU policy 99:022). Regardless of whether classes are in session, smoking is prohibited in all buildings, grounds and state-owned vehicles twenty-four (24) hours a day, year round. Students who want to use smoke-free tobacco products may do so thirty (30) feet from each building exit and entrances. Smoke-free tobacco product use is prohibited in University buildings and state-owned vehicles;
  - (x) Pets. With the exception of “service animals” and the exception of animals used for academic research purposes, animals are prohibited on campus. The term “service animal” is defined as any animal individually trained to do work or perform tasks for the benefit of a person with a disability (e.g., a guide dog, signal dog, etc.). “Service animals” perform some of the functions and tasks that the individual with a disability cannot perform for him/herself. The University may require reasonable documentation that the animal is certified as a “service animal” by a recognized training program;
  - (y) Filing a false complaint or statement. Any behavior whereby a student knowingly submits a false complaint or statement alleging a violation of these regulations by a student or organization or university employee.
3. Disciplinary action may be taken against a student for violations of the foregoing regulations which occur on University owned, leased or otherwise controlled property, or which occur off-campus when the conduct impairs, interferes with, or obstructs any University activity or the missions, processes and functions of the University. In addition, disciplinary action may be taken on the basis of any conduct, on or off campus which violates local, state or federal laws, which violates University policies for student organizations, or which poses a substantial threat to persons or property within the University community.
4. For the purpose of these regulations, a “student” shall mean any person who is registered for study at Austin Peay State University for any academic period. A person shall be considered a student during any period which follows the end of an academic period which the student has completed until the last day for registration for the next succeeding regular academic period and during any period while the student is under suspension from the University.

### Academic and Classroom Misconduct

1. The instructor has the primary responsibility for control over classroom behavior and maintenance of academic integrity and can order the temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct violative of the general rules and regulations of the institution. Extended or permanent exclusion from the classroom or further disciplinary action can be effected only through appropriate procedures established by the Division of Student Affairs.
2. Academic dishonesty may be defined as any act of dishonesty in academic work. This includes, but is not limited to, plagiarism, the changing or falsifying of any academic documents or materials, cheating and giving or receiving of unauthorized aid in tests, examinations or other assigned work. Students guilty of academic misconduct, either directly or indirectly through participation or assistance, are immediately responsible to the instructor of the class. Penalties for academic misconduct will vary with the seriousness of the offense and may include, but are not limited to, a grade of “F” on the work in question, a grade of “F” in the course, reprimand, probation, suspen-