

DIVISION OF STUDENT SERVICES

The Division of Student Services provides services and support for students at all campuses and sites, assuring a wide range of opportunities for a diverse student population. Students, who come to Troy University with hopes and high expectations, face choices and challenges which can be channeled into positive directions or which can prove to be overwhelming. The Student Services staff believes that educators both within and outside the classroom can make a positive difference in the lives of students. Education of the whole person, which is the purpose of the programs and services offered, helps students meet their expectations and expand understanding of themselves and their world. Staff members may guide many students' experiences but the student is ultimately responsible for personal choices and decisions. As educators, the staff strives to assure that those choices are sound and the decisions are well-reasoned. When things go well for students, staff builds on that experience, first providing recognition and acclaim and then challenging them to seek new experiences. In times of disappointment, staff members provide support and then gentle prodding to move past the disappointment.

The Student Services staff is also responsible for operating facilities, running businesses, supporting programs, and providing cost-effective services to meet the needs of our students. As good stewards of the resources at Troy, the staff strives to respond to changing interests and remain student centered in all we do.

Through Student Services, Troy University seeks to prepare

students for full citizenship in a global community, at work, at play, in fellowship, and in personal fulfillment. The following are the campus offices that are a part of the Division of Student Services: Dean of Student Services, Housing and Residence Life, Student Center and Conference Services, Student Involvement and Leadership, University Health Center, Personal Counseling, Student Recreation and Intramurals, Transportation, Security Access and CCTV and University Police. For a more detailed description of services, please refer to the student handbook, *The Oracle*.

Troy University Student Creed

I allow Truth and integrity to guide my goals.
 I persevere by Remembering my predecessors.
 I acknowledge that Openness promotes new concepts and ideas.
 I celebrate our differences Justly and respectfully.
 I strive for continued success by Aiming for excellence.
 I will contribute to the Troy University legacy, Now and forever.

STANDARDS OF CONDUCT

By publication of these "STANDARDS OF CONDUCT," the University calls to the special attention of students and organizations the standards by which they are expected to abide. Students and organizations should be aware of the STANDARDS and should know they will be held accountable for their provisions.

Student Conduct Office General Philosophy

Troy University emphasizes a developmental approach toward discipline that is educational and proactive and allows for maximum student growth. The Office of Student Conduct embraces the concept of a student-centered University. Troy University is committed to developing and establishing programs designed to enhance lifelong learning opportunities, foster a climate of personal growth and development, set high expectations for personal integrity, and assist students in the development of an informed set of values, ethics, and beliefs. Troy University embraces a campus climate in which civility and respect among members of the campus community is viewed vital to the overall ethical development of its students.

Authority for Rules and Regulations

The Board of Trustees of Troy University is vested with the authority to promulgate rules and regulations regarding the conduct of students while enrolled at Troy University by Title 16-56-6, Code of Alabama, 1975. The University Trustees have delegated full authority to the University administration to prepare and administer rules and regulations for the welfare and discipline of its students.

Administrative Responsibility and Authority

The Student Services Division of the University has primary authority for the supervision of student conduct and administration of discipline. The Senior Vice Chancellor for Student Services and Administration and campus staff are responsible for working with students and student organizations to encourage support and compliance with University standards. The Senior Vice Chancellor may delegate specific responsibilities to members of his respective staffs, and in some instances, to student government agencies. It is permissible for the Student Services Conduct Officers on each campus to handle disciplinary decisions administratively if both the student or student organization and the Conduct Officer agree to an administrative hearing. The Student Services Conduct Officer is responsible for coordinating all disciplinary procedures and maintaining appropriate records of student conduct and disciplinary actions.

Statement on Student Conduct

Troy University students are expected to obey national, state, and local laws, to respect the rights of members of the campus community, and to accept responsibility for the consequences of their behavior. In the event students fail to demonstrate such behavior, Troy University reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus community. Such action may include pursuing disciplinary action for violations of University rules and regulations, policies, violations of national, state, and local laws that occur on-campus, off-campus, or on the internet that adversely affects the educational interest of the University.

Troy University's student conduct system is not a court of law. The Student Conduct Code is not written with the specificity of a criminal statute. In cases where civil or criminal proceedings also involve a violation of the Student Conduct Code, the University reserves the right to take appropriate disciplinary action against the student. Such action will be regarded as separate and distinct from proceedings in criminal or civil court and may be scheduled according to timelines that serve the interest of the University.

The Trojan Way

To live and perform "The Trojan Way", we are expected to:
 Be Respectful
 Speak Appropriately
 Dress Properly for the Occasion
 Behave as a Responsible, Kind Person
 Adhere to Applicable Laws and Policies

Misconduct Defined

By enrollment at the University, a student or organization neither relinquishes rights nor escapes responsibilities of local, state, or federal laws and regulations. The "STANDARDS OF CONDUCT" are applicable to behavior of students and organizations on and off the university campus if that behavior is deemed to be incompatible with the educational environment and mission of the university. A student or organization may be disciplined, up to and including suspension and expulsion, and is deemed in violation

of the “STANDARDS OF CONDUCT”, for the commission of or the attempt to commit any of the following offenses:

Academic Dishonesty, such as cheating and plagiarism do include the following:

Cheating:

- submitting material that is not yours as part of your course performance;
- using information or devices that are not allowed by the faculty;
- obtaining and/or using unauthorized materials;
- fabricating information, research, and/or results;
- violating procedures prescribed to protect the integrity of an assignment, test, or other evaluation;
- collaborating with others on assignments without the faculty’s consent;
- cooperating with and/or helping another student to cheat;
- demonstrating any other forms of dishonest behavior.

Plagiarism:

- directly quoting the words of others without using quotation marks or indented format to identify them;
- using sources of information (published or unpublished) without identifying them;
- paraphrasing materials or ideas without identifying the source;
- self-plagiarism: re-submitting work previously submitted without explicit approval from the instructor;
- unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic material.

Alcohol Possession and Use

- possession or consumption of alcoholic beverages by persons under the age of 21;
- driving under the influence of alcohol;
- possession or consumption of alcoholic beverages in public locations on campus, including residence hall common spaces; Common spaces in residence halls refer to any public space that exists outside the bedroom of a specific residential unit. Examples include, but are not limited to kitchens, living rooms, bathrooms, group study/lounge spaces, laundry rooms, elevator lobbies, computer rooms etc. Common spaces also include the public spaces located on the outside grounds of a residence hall.
- the sale, distribution, or furnishing of alcoholic beverages to persons under the age of 21;
- the use of alcohol in an irresponsible manner (games, contests, forced or ritualized consumption of alcohol, behaviors requiring the response of a University official or law enforcement officer, etc.);
- providing alcoholic beverages to a person who is intoxicated;
- any activity or conduct involving the use of alcohol that is in violation of law.

Animals

- intentional abuse, inappropriate handling, or causing death to wildlife and/or animals
- bringing any unauthorized animal into any building owned, leased, or controlled by Troy University

Assault

- any intentional physical contact of an insulting or provoking nature;
- any physical abuse, intentional injury, or physical harm of another person.

Classroom Copyright Infringement

- any recording and transmission of classroom lectures and discussions by students without prior writ-

ten permission from the class instructor, and without all students in the class as well as the guest speaker (s) being informed that audio/video recording may occur (it is not a violation if student has educational accommodations through the Student Disability Resource Center);

uploading any recordings of lectures and/or class presentations to publicly accessible web environments

Classroom Disruption

any classroom behavior that interferes with the instructor’s ability to conduct class or the ability of other students to learn

Damage or Destruction of Property

any damage or destruction of University property or another person’s property

Deception

any misuse of any University records, forms, or documents through forgery, unauthorized alteration, reproduction, or other means;

any giving or receiving of false information to the University or to any University official, administrator, or administrative unit;

providing false information to law enforcement officials; possession of any fake, altered, or any other identification that belongs to another person;

any attempt to perpetrate a fraud against the University or a member of the University community

Disorderly Conduct

all lewd, obscene, indecent behavior, or other forms of disorderly conduct;

any abuse or unauthorized use of sound amplification equipment;

any conduct which materially interferes with the normal operation of the University, or with the requirements of appropriate discipline.

Disorderly/Improper Assembly

any assembly for the purpose of causing a riot, destruction of property, or disorderly diversion, which interferes with the normal operation of the University; rsion,94 e 9 (y)-6.5 (aTw -11

for use of campus grounds for expressive activity are denied may appeal the decision to the Dean of Students no later than two business days after the decision that is being challenged was made. The appeal must be made in writing and state the specific reason(s) the individual or organization disagrees with the decision. The appeal should include all information the individual or organization believes will assist the Dean of Students to decide the matter. The Dean of Students will issue a decision on the appeal within three business days of its receipt. The decision is final.

V. Sanctions

Anyone under the jurisdiction of the University who materially and substantially disrupts the free expression of others is subject to a range of disciplinary sanctions per Alabama law. For students, see the Student Code of Conduct. For employees, see Staff and Faculty handbook.

VI. Event Termination/ Postponement

In addition to the forgoing stipulations in this policy, the University reserves the right to cancel, relocate, postpone, or take protective measures with respect to proposed or ongoing expressive activity if the speech or conduct in question poses an imminent threat of unlawful action, violence, or disruption of University activities or operations.

VII. Implementation and Reporting:

A. This policy will be incorporated as follows:

- Publish annually in student handbook- The ORACLE
- Include with Human Resources materials for new faculty and staff orientation
- Post on TROY website
- Share annually with Student Government Association

B. Troy Board of Trustee Reporting

- On implementation, Troy Board of Trustees will report initial action to the Legislature and Governor no later than September 28, 2020.
- Annually, by August 1, the Senior Vice Chancellor for Student Services will provide a 12 Month report (August 1-July 31) to Chancellor who will submit to the Board, information as follows:
 - Violations of policy with dates/ description.
 - Outcome of violation-administrative, punitive
 - Describe challenges/ successes in supporting administratively or maintaining institutional neutrality
 - Any other information Board feels necessary to report
- Board, in turn, must submit an annual report to Governor and Legislature beginning September 1, 2021.
- Troy University will submit Board report to ACHE and post on its university web site.

