

Texas Woman's University

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Student Code of Conduct

Mission Statement – TWU's Conduct Review Process

The mission of Texas Woman's University's Conduct Review Process is to support the University's mission by enhancing the overall educational experience for students. The process is designed to incorporate student learning, student development, and promote equality, dignity and mutual respect among its campus community.

Goals

- Promote a safe and orderly campus community
- Develop, disseminate, interpret, and enforce campus regulations
- Protect relevant rights of students
- Handle student behavioral problems in a fair and reasonable manner
- Facilitate and encourage respect for campus governance
- Provide learning experiences for students who violate TWU policies
- Provide leadership opportunities for students who participate in the process through board membership

Student Rights and Responsibilities

Texas Woman's University is a community of scholars in which the ideals of freedom of inquiry, freedom of thought, freedom of expression and freedom of the individual are sustained. TWU is committed to preserving the exercise of any right guaranteed to individuals by the constitution. However, the exercise and preservation of these freedoms and rights require a respect for the rights of all people in the community to enjoy them to the same extent. In a community of learning, willful disruption of the educational process, destruction of property, and interference with the orderly process of the university or with the rights of other members of the university cannot be tolerated.

Students enrolling in Texas Woman's University and registered student organizations assume an obligation to conduct

themselves in a manner compatible with the University's function as an educational community. The act of registering for classes or registering as a TWU organization is considered an explicit acceptance of TWU's regulations as outlined in the most recent issue of the [Student Handbook and Planner](#), the [University General Catalog](#), the [Graduate Catalog](#), and other official University publications. To fulfill its functions of imparting and gaining knowledge, TWU retains the authority to maintain order within the university and to exclude those who are disruptive of the educational process or who represent a threat to the community.

Students and student organizations enjoy the following rights:

- The right to an environment in the residence halls, academic buildings, and other areas on campus which will be as conducive as possible to study and serious inquiry;
- The right to inquire about and to recommend improvements in policies, regulations, and procedures affecting the welfare of students through appropriate channels such as student government, administrative offices, and various comities;
- The right to a fair hearing (procedure described below) when charged with violation of University regulations.
- Students and student organizations must assume the following responsibilities:
- The responsibility for being fully acquainted with published regulations and for complying with these regulations in the interest of an orderly and productive community;
- The responsibility for respecting the rights and property of other persons in the University community.
- The responsibility for knowing that each student's conduct reflects not only upon the student but also upon the institution and the members of the community and that conduct must be judged accordingly.

Section I: Statement of Community Respect

Texas Woman's University is committed to providing equal educational opportunities to all students and to fostering an educational environment free from intimidation and harassment. While upholding the principles of free intellectual inquiry and freedom of expression, the University condemns any form of intimidation or harassment, including intimidation or harassment which arises from sexual harassment and forms of discrimination including racism. Racism can be defined as behavior or a pattern of conduct that humiliates, harms, or places individuals at a disadvantage on the basis of race, color, ethnicity, or national origin.

The pursuit of community respect requires tolerance of intellectual positions and the expression of ideas that are different from, and contrary to, one's own beliefs and values. The TWU community expects that the expression of these ideas will be exercised in ways that are consistent with norms of civility toward all people and that demonstrate respect for the

cultural traditions of the diverse racial, religious, ethnic and national groups that comprise the University community.

Sections II: Code of Conduct

The Code of Conduct includes a list of violations, incidents other than academic dishonesty, for which disciplinary action may be imposed on students and student organizations. Violations of the Code of Conduct fall into the following categories:

- Falsification, forgery, alteration, unauthorized possession, or misuse of University documents, records, or identification, or knowingly furnishing false information to the University or to a University official.
- Destruction, damage, unauthorized possession of or misuse of private or University property.
- Being in unauthorized places including campus or faculty offices and buildings after hours, without proper authority.
- Obstruction or disruption of teaching or any other lawful function or mission of the University.
- Willfully refusing or failing to leave any property owned, operated, or controlled by the University upon being requested to do so by an authorized University official.
- Verbal, physical, or psychological abuse, including detention or threat of bodily harm to self or another person or persons in the University community.
- Possession, use, sale, or delivery of controlled substances or dangerous drugs or other narcotics or illicit drugs wherein the possession, use or delivery thereof is a violation of local, state, or federal laws.
- Manufacturing, sale or delivery of alcoholic beverages on University properties or violation of the University alcohol policy.
- Being under the influence of alcohol or drugs in a public place.
- Sexual harassment, or sexual assault, including rape, or acquaintance rape, forcible or nonforcible.
- Intimidation or harassment of TWU students or employees.
- Theft of property or damage, other than accidental, to property of the University, members of the TWU community, or campus visitors.
- Violation of rules relating to the use of campus buildings and other University facilities or services.
- Malfeasance or misuse of elective or appointed office in a student organization which is injurious to the organization, its members, or the welfare of the University community.
- Hazing of any kind including acts directed against a TWU student by another student, or by a group of students, if the intent is to or the effects of such acts would intimidate or subject the student to indignity or humiliation including any violation of the TWU Hazing Policy.
- Denial of or interference with any person's lawful right of access to, use of, or exit from any University facility or with any other lawful right of any person on the campus.
- Failure to answer an official summons or to comply with

lawful directions of University officials acting in the performance of their duties.

- Possession or use of firearms, illegal knife, dangerous weapons, explosives, and/or dangerous chemicals outside of the classrooms. To possess a weapon means to have that weapon under your control while on campus.
- Violations of city, state or federal laws.
- Smoking in "no smoking" areas.
- Unauthorized tampering with any fire alarm or fire safety system.
- Violation of the TWU Information Technology "Use Policy" which governs acceptable and ethical conduct.
- Other violations determined by University authorities to warrant disciplinary action.

Section III: Code of Conduct Review Process

- Individuals are encouraged to file complaints when they believe there has been a violation of the Texas Woman's University Code of Conduct. The formal mechanisms of this Code are designed to afford fairness to the individuals involved, and to resolve cases in a timely manner. Those filing complaints under these standards should contact the Office of Student Life, in room 206 in the Student Center. Incidents occurring in one of the residence halls involving resident student(s) will, upon the request of the Office of Student Life, follow the residence hall conduct review process. The Student Code of Conduct review process applies to all TWU students and student organizations.
- When an incident complaint is filed, the student or organization named in the complaint will be asked to meet with the University administrator charged with review of violations of the University's Code of Conduct to discuss the alleged violation(s). The University administrator, to be designated by the Vice President of Student Life, is usually the Associate Vice President of Student Life on the Denton campus and the Campus Manager of the Dallas and Houston Centers. Incidents that occur in a TWU residence hall and involve resident students will typically be handled through the residence hall conduct review process; however, cases involving physical violence, firearms, drugs and/or violations of city, state, or federal laws may be referred directly to the Code of Conduct review process. Incidents involving commuter students or occurring outside of the residence halls will be handled through the Code of Conduct review process by personnel in the Office of Student Life on the Campus where the incident occurred.
- If, as a result of the initial meeting, the allegation(s) is not contested, the Review Officer will either determine the appropriate sanction(s) and communicate to the student or conduct an Administrative committee hearing to review the case. The student may obtain a hearing before the Student Code of Conduct Review Committee ("Review Committee") concerning the sanction imposed by the Review Officer by delivering a written notice to the Review Officer within 72 hours of notification of the decision. If, at the initial meeting, the matter is contested, the student

alleged to have violated the Code of Conduct will be notified in writing, of the specific section(s) of the Code of Conduct involved and the procedures available for a hearing before the Review Committee. Written notice of violation(s) may be hand delivered to students in classes and elsewhere or sent by certified mail.

- A hearing will be held by the Review Committee within 15 class days following the initial meeting with the Review Officer. Texas Woman's University Student Code of Conduct policy **does not** include the right to have legal representation at Review Committee hearings; however, students may have a TWU adviser/friend present for consultation purposes during the hearing. The adviser/friend may not address the Review Committee members or any witness present. After consideration, the Review Committee will make a recommendation to the Associate Vice President of Student Life who will make a post-hearing decision of the Associate Vice President of Student Life by delivering a written notice of appeal to the Vice President of Student Life within 72 hours following the receipt of the Associate Vice President of Student Life's post-hearing determination. The decision of the Vice President of Student Life is final.
- As an alternate procedure, the student named in the complaint may elect in writing, at the initial meeting with the Review Office, to have an administrative hearing rather than a hearing before the Review Committee. Administrative hearings may also be used during summer sessions, semester breaks, and/or other times where the review officer determines it to be appropriate due to the nature of the alleged offence. Administrative hearings will be conducted by the University Review Officer who will hear the case and render a decision or by a committee of three faculty and/or staff members. For cases which are contested, the hearing will involve all pertinent issues, and where the case is not contested, the administrative hearing will involve only the appropriate sanction(s).
- The Review Committee is comprised of faculty, staff, and students who hear the case and render a decision. All students on the committee must be in good academic standing (minimum GPA 2.0) in order to be eligible to serve on the Review Committee.
- Denton campus : The Denton Campus Review Committee is comprised of six (6) students appointed by the Student Government President, six (6) students appointed by the Vice President of Student Life, six (6) faculty members appointed by the Provost and Vice President for Academic Affairs, and three (3) staff members appointed by the Vice President of Student Life. Each Review Committee hearing will utilize four students, two faculty, and one staff person. The students, faculty, and staff who hear the case will be randomly selected from each category of the Review Committee. In the event that there are not sufficient review committee members available, additional members may be appointed by the Vice President of Student Life.
- Dallas and Houston campuses: The Campus Manager for each center shall have the authority to call an ad hoc review committee for the purpose of conducting hearings

for their Center. The ad hoc review committee will be comprised of two students appointed by the Student Government Association President on the respective campus, two students appointed by the Campus Manager, two faculty members appointed by the Campus Manager, and the Student Life Coordinator.

Section IV: Disciplinary Sanctions

Authority to administer a fair and just disciplinary program has been delegated by the President and Chancellor to the Vice President of Student Life and/or the Associate Vice President for Student Life. The Vice President of Student Life or the Associate Vice President for Student Life may take any immediate interim disciplinary action when, in the opinion of the official, such action is necessary to protect life or property or the well being of members of the TWU community. This policy applies to student violations by graduate and undergraduate students.

Penalties may be imposed singly or in combination upon individuals, groups, or organizations. The following sanctions may be imposed by the University:

- **Warning** : A warning is a written notice to the student or organization that the conduct in question violates University regulations. A warning becomes part of a student's or organization's disciplinary record in the Office for Student Life. For organizations, a warning may include notification to the organization's president or advisor and to the chapter's national headquarters, if any.
- **Loss of Privileges** : The University may deem it appropriate to take away certain privileges from an individual or organization. This sanction may include removal from an elective or appointed office of a registered campus organization, removal of recognition, loss of access to university services and student services and ineligibility to represent the University.
- **Imposition of special conditions** : The student may be required to participate in works of service on the University campus or in the community as deemed appropriate. Additionally, the student(s) may be asked to perform certain tasks, or make restitution, whether monetary or by specific duties, or comply with a behavioral contract.
- **Disciplinary Probation** : Disciplinary Probation is levied for a specific time based on the seriousness of the circumstances of the case. Disciplinary Probation constitutes a loss of good standing at the University, automatic loss of privileges, and serves as a warning that any further violations may result in more serious consequences, including suspension or expulsion. Disciplinary Probation is a sanction which remains a permanent part of the student's confidential record in the Office of Student Life.
- **Interim Suspension** : Interim suspension is a sanction levied by the Vice President of Student Life or a designee when she/he is satisfied that the continued presence of the student on the campus constitutes a threat to the

security or emotional safety and well-being of members of the University community, guests, or University property. Appeals of an Interim Suspension must be submitted in writing to the Vice President of Student Life within five (5) class days from the effective date of the interim suspension.

- **Suspension** : Suspension is the separation of the student or organization from the University for a definite or indefinite period of time or until written specified conditions are met. Conditions may include a ban that prohibits visitation on the campus, during the suspension, without prior written approval from the Vice President of Student Life.
- **Expulsion** is the permanent separation of the student or organization from the University. A student expelled from the University is not eligible for readmission.
- Other sanctions which are deemed appropriate by the University.

Page last updated September 7, 2007

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