



STUDENT GUIDE TO UNIVERSITY POLICIES

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I. CODE OF CONDUCT

This Code of Conduct, arranged alphabetically by category, establishes standards of behavior for students and student organizations at the University.

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Note: A violation of the Code of Conduct may also constitute a violation of city, state, or federal law and vice versa. If so, simultaneous prosecutions may result. Students should be aware that student status does not insulate them from awareness of and compliance with other laws.

A. Academic Honesty

1. Statement of Policy

All students must be honest and forthright in their academic studies. To falsify the results of one's research, to steal the words or ideas of another, to cheat on an assignment, or to allow or assist another to commit these acts corrupts the educational process. Students are expected to do their own work and neither give nor receive unauthorized assistance.

Any violation of this standard must be reported to the [Office of Judicial Affairs](#). The faculty member, in consultation with a representative from the Office of Judicial Affairs, will decide whether the matter should be adjudicated through the Student Judicial System or resolved without a formal judicial hearing. In the latter case, the faculty member must have the agreement of all students directly affected.

2. Academic Violations

a. Plagiarism

Plagiarism is the inclusion of someone else's words, ideas, images, or data as one's own. When a student submits academic work that includes another's words, ideas, images, or data, whether published or unpublished, the source of that information must be acknowledged with complete and accurate references and, if verbatim statements are included, with quotation marks as well. By submitting work as his or her own, a student certifies the originality of all material not otherwise acknowledged. Plagiarism includes, but is not limited to:

- i. The quotation or other use of another person's words, ideas, opinions, thoughts, or theories (even if paraphrased into one's own words) without acknowledgment of the source; or
- ii. The quotation or other use of facts, statistics, or other data or materials (including images) that are not clearly common knowledge without acknowledgment of the source.

b. Fabrication

Fabrication is the use of invented information or the falsification of research or other findings. Fabrication includes, but is not limited to:

- i. The false citation or acknowledgment of a direct or secondary source, including the incorrect documentation of a source;
- ii. The citation, in a bibliography or other list of references, of sources that were not used to prepare the academic work;
- iii. The inclusion in an academic work of falsified, invented, or fictitious data or information, or the deliberate and knowing concealment or distortion of the true nature, origin, or function of such data or information; or
- iv. The unauthorized submission of an academic work prepared totally or in part by another.

c. Cheating

Cheating is an act or an attempted act of deception by which a student seeks to misrepresent that he or she has mastered information that has not been mastered. Cheating includes, but is not limited to:

- i. Copying of all or any portion of another's academic work and submitting it, in part or in its entirety, as one's own;
- ii. Allowing another person to copy one's own academic work—whether intentionally or recklessly;
- iii. The unauthorized use or possession of a class textbook, notes, or any other material to complete or prepare an academic work;
- iv. The unauthorized collaboration with any other person on an academic exercise, including collaboration on a take-home or make-up academic exercise;

- v. The unauthorized use of electronic instruments, such as cell phones, PDAs, or personal response systems (clickers) to access or share information; or
- vi. The unauthorized completion for another person of an academic work, or permitting someone else to complete an academic work for oneself, including through the use of personal response systems (clickers).

d. Academic Misconduct

Academic misconduct is any other act that impugns or disrupts the educational process. Academic misconduct includes, but is not limited to:

- i. The unauthorized possession, copying, distribution, sale, or other transfer of all or any part of an academic exercise, or the answers or solutions to an academic exercise, whether or not the exercise has been administered;
 - ii. Changing, altering, attempting to change or alter, or assisting another in changing or altering any grade or other academic record, including grades or records contained in a grade book or computer file, that is received for or in any way attributed to academic work;
 - iii. Entering any University building, facility, office, or other property, or accessing any computer file or other University record or storage for the purpose of obtaining the answers or solutions to an academic exercise or to change a grade;
 - iv. Continuing to work on an academic exercise after the specified allotted time has elapsed; or
 - v. Bribing another person to obtain an academic exercise, including answers to questions of an unadministered academic exercise.
- e. Other forms of academic dishonesty not described here but in violation of the Academic Honesty Statement of Policy.**

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B. Alcohol Regulations

1. Statement of Policy

All students must comply with Delaware law and these alcohol regulations. The University does not condone the use of alcoholic beverages and prohibits their abuse or illegal consumption.

[Open Letter to All Students Regarding Drugs and Alcohol](#)

2. Prohibited Activities

The University prohibits alcohol intoxication (regardless of age); the unauthorized possession, use, consumption, manufacture, sale, or distribution of alcohol; and driving while impaired due to alcohol consumption. Specifically this offense includes, but is not limited to:

- a. The possession, use, consumption, manufacture, sale, or

distribution of alcohol by anyone under 21 years of age;

- b. The possession, use, consumption, manufacture, sale, or distribution of alcohol in violation of any applicable law, including the laws of the State of Delaware or the City of Newark, Delaware;
- c. The possession, use, consumption, manufacture, sale, or distribution of alcohol in any University building, facility, or property except in the confines of a student's own residence hall room if the student is 21 years of age; or
- d. The possession of beer kegs in any University building, facility, or property;
- e. The possession of any apparatus, including but not limited to beer pong tables and beer funnels, used to facilitate 1) the rapid consumption of alcohol or 2) drinking games; or
- f. A violation of any University policy or procedure concerning the use of alcohol or enacted to monitor or control the use of alcohol.

3. **Use of Alcohol Off-Campus**

The University does not condone the use of alcohol and accepts no responsibility for the possession, use, consumption, manufacture, sale, or distribution of alcoholic beverages off-campus, including at events or functions sponsored in whole or in part by one or more student organizations or individuals. A student hosting or attending an off-campus function should be aware of the applicable laws regarding alcohol and should be aware that the University may also impose sanctions upon the student for such behavior.

4. **Use of Alcohol On-Campus**

As described above, the possession, use, consumption, manufacture, sale, or distribution of alcoholic beverages is prohibited except when and where explicitly permitted by this Alcohol Policy.

a. **Student Organizations**

No student organization that hosts, organizes, conducts, or participates in an on-campus function or event sponsored or sanctioned by the University shall serve alcohol or permit the possession, use, consumption, manufacture, sale, or distribution of alcohol except as provided here.

- i. No alcoholic beverages shall be distributed, served, or sold at a function or event on-campus without the explicit, prior approval of the **Office of University Relations**.
- ii. Outside functions or events involving the use of alcohol are not permitted on campus.

b. **Alcohol in Residence Halls**

A resident over the age of 21 may possess or consume alcoholic beverages in his or her own room. No student under the age of 21 may possess or consume alcohol anywhere, including the student's room. The possession or consumption of alcohol by a student over the age of 21 is subject to the following limitations and conditions, and any violation of these conditions shall be a violation of this Code of Conduct.

- i. Possession of an open container or consumption of alcoholic beverages in any area other than a resident's room is prohibited.
- ii. A guest may only possess or consume alcohol if the guest is over the age of 21 and is visiting a resident's room where at least one of the assigned student residents is also of legal drinking age and is present (*i.e.*, if a double-occupancy room is occupied by two students under the age of 21, those students shall not permit the consumption, possession, or use of alcohol by anyone, including guests, in that room. However, if one of the roommates is over the age of 21, he or she must be present to allow the possession or consumption of alcohol by guests who are over 21).
- iii. The student's (or a guest's) possession, use, or consumption of alcohol shall not infringe upon the privacy, peace, or enjoyment of other students or guests in the residence hall.
- iv. A residence hall student has a duty to know if there is or has been illegal use or possession of alcohol in his or her room. Therefore, the burden of proof shall be on the resident in cases where the resident claims no knowledge of such use.

c. Alcohol at the University Football Stadium

The possession, use, consumption, manufacture, sale, or distribution of alcohol at the University football stadium is prohibited, except that alcohol may be possessed and consumed in the stadium parking areas only on the day of a home varsity football game and only by those of legal drinking age. Beer kegs and any alcohol-related games, activities or apparatus (such as a beer pong table, ice slides, beer funnels, etc.) are prohibited at all times, and alcoholic beverages are not permitted in the stadium. Individuals are not permitted to possess any open container containing spirits, wine, or beer, or consume any spirits, wine, or beer in stadium parking areas while the football game is in progress.

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C. Complicity

A student shall not, through act or omission, assist another student, individual, or group in committing or attempting to commit a violation of this Code of Conduct. A student who has knowledge of another committing or attempting to commit a violation of the Code of Conduct is required to remove him or herself from the situation, and failure to do so when reasonable under the circumstances may be the basis for a violation of this policy.

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D. Disruptive Conduct

1. Statement of Policy

A student shall not impair, interfere with, or obstruct the orderly conduct, process, or function of the University or any of its students, faculty members, University officials, or guests.

2. Prohibited Activities

Specific violations of this standard include, but are not limited to:

- a. Committing or threatening to commit any act of violence against self or other;
- b. Threatening the health, safety, or welfare of another;
- c. Acting recklessly or in a manner that endangers or could reasonably be expected to endanger the health, safety, or welfare of the student or anyone else;
- d. Interfering with the freedom of movement of another person;
- e. Invading the privacy of another person;
- f. Stalking (purposely and repeatedly engaging in behavior directed at a specific person which reasonably causes that person alarm, distress, fear or a change of normal behavior);
- g. Interfering with the right of another to enter, use, leave, or enjoy any University building, facility, property, service, resource, or activity;
- h. Interfering with a faculty member or University official in the performance of his or her duty;
- i. Interfering with the freedoms of speech, religion, or association of another;
- j. Trespassing or the unauthorized entering or accessing of any University building, facility, property, service, resource, or activity;
- k. Instigating or otherwise encouraging others to engage in a fight, riot or other disruption;
- l. Making, exhibiting, or producing any inappropriate, loud, or disruptive noise or behavior;
- m. Exhibiting public nudity or lewd behavior; or
- n. Urinating in any area of University buildings, facilities, or property.

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E. Drug Policy

1. Statement of Policy

The University prohibits the possession, use, consumption, manufacture, sale, or distribution of drugs and drug paraphernalia. Any violations of this drug policy may be subject to sanctions by the undergraduate or graduate Student Judicial System and may be reported to all appropriate law enforcement authorities.

[Open Letter to All Students Regarding Drugs and Alcohol](#)

2. Definitions

The term "Drugs" broadly includes, without limitation, any stimulant, intoxicant (other than alcohol), nervous system depressant, hallucinogen, or other chemical substance, compound, or combination when used to induce an altered state, including any otherwise lawfully available

product used for any purpose other than its intended use.

The term "Drug Paraphernalia" broadly includes any material, product, instrument, or item used to create, manufacture, distribute, use, or otherwise manipulate any drug and includes, but is not limited to, hypodermic needles and syringes.

3. **Prohibited Activities**

Specific violations of this standard include, but are not limited to:

- a. The possession, use, consumption, manufacture, sale, or distribution of any drug or drug paraphernalia;
- b. The delivery, transfer, or intent to deliver, transfer, or manufacture any drug or drug paraphernalia;
- c. A violation of any applicable local, state, or federal law relating to drugs or drug paraphernalia;
- d. The sale, delivery, or transfer of a prescription or prescription drug:
or
- e. The possession of a prescription or prescription drug not issued to the student.

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F. **Endangering the Safety of Others**

A student shall not endanger the lives or safety of others. Specific violations of this standard include, but are not limited to:

1. Creating a safety hazard;
2. Setting or causing a fire;
3. Tampering with, misusing or damaging fire or safety equipment, such as alarms, heat sensors, smoke detectors, hoses, and fire extinguishers;
4. Failing to immediately exit any facility or building when a fire alarm has been sounded, or hindering or impairing the orderly evacuation of any University facility or building; or
5. Disobeying a command by any University official or faculty member in connection with a fire, alarm, or other safety or security matter.

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G. **Failure to Comply**

It is a violation to ignore, disobey, disregard, or otherwise violate any provision of this Code of Conduct or any applicable rule. Specific violations include, but are not limited to:

1. Failing to comply with the directive of any University official or faculty member, including any sanction imposed by the Office of Judicial Affairs upon a group or individual;
2. Failing to comply with the terms of any policy, procedure or agreement, including the University's **Housing and Dining Agreement** or any other agreement between a student and a University official or department;

3. Failing to comply with any applicable federal, state, or local law; or
4. Failing to advise the University of an off-campus criminal charge(s) or conviction.

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H. False Information

A student shall not provide false or misleading information. Specific violations of this standard include, but are not limited to:

1. Making a false or misleading oral or written statement to any University official or faculty member when the student knew or should have known the statement was false;
2. Making a false or misleading oral or written statement that misrepresents the character, qualifications, or reputation of another;
3. Falsely reporting the presence of an explosive or incendiary device, or fire or other safety hazard;
4. Falsely reporting a crime or a violation of this Code of Conduct; or
5. Possessing or displaying any form of false identification or any identification not one's own.

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I. Guests

Students are responsible for the behavior of their guests and must ensure that guests comply with University regulations, including the standards in this Code of Conduct. Students in residence halls are responsible for abiding by the Rules for Hosting Visitors in the Residence Halls.

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J. Hazing

1. Hazing is defined as any action that recklessly or intentionally endangers the physical and mental health or safety of students. No one, including current, former, or alumni members of any student organization shall harass, intimidate, mock, or ridicule anyone else or commit any other similar act as a requisite for membership, admission, or participation in any such group. The following activities are examples of violations of this standard:
 - a. Requiring the consumption of any food, liquor, drug, or other substance;
 - b. Requiring participation in physical activities, such as calisthenics, exercise, or other games or activities requiring physical exertion;
 - c. Exposing another to weather elements or other physically or emotionally uncomfortable situations;
 - d. Forcing excessive fatigue from sleep deprivation, physical activities, or exercise;
 - e. Requiring anything that would be illegal under any applicable law, including laws of the State of Delaware or City of Newark, Delaware;

- f. Requiring anything that can be reasonably expected to be morally offensive to another;
 - g. Committing or requiring any act that demeans another based on race, gender, ability, sexual orientation, religion, or age;
 - h. Committing any act of physical brutality against another, including, but not limited to, paddling, striking with fists, open hands or objects, and branding;
 - i. Kidnapping or transporting another with the intent of stranding him or her;
 - j. Committing verbal abuse;
 - k. Forcing or requiring conduct that can be reasonably expected to embarrass or adversely affect the dignity of another, including the performance of public stunts and activities such as scavenger hunts;
 - l. Intentionally creating work or labor for another;
 - m. Denying sufficient time for study or other academic activities; or
 - n. Committing or requiring another to commit any sexual act or engage in lewd behavior.
2. Students have a duty to avoid being hazed. Therefore, it shall be an offense under this section for a student to permit himself or herself to be hazed, subject only to the defense that the student could not reasonably have prevented the hazing.

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K. Misuse of University Materials, Services, or Property

A student shall not misuse any University material, service or property. Specific violations of this standard include, but are not limited to:

1. Destroying, damaging, misusing, or defacing any University building, facility, or property, or any private property on-campus or being used for a University-sponsored event;
2. Destroying, damaging, misusing, reproducing, or defacing any student identification card, University-provided key or other access card, residence hall access card, laboratory equipment, athletic equipment, or any material issued or owned by the University;
3. Impairing or otherwise hindering another's use of a University material, service, or property;
4. Reading, duplicating, removing, photographing, forging, counterfeiting, or altering any University document or record without authorization;
5. Littering on or in any University property, facility, or building; or
6. Engaging in conduct that may result in damage or destruction of any University building, facility or property, including without limitation skateboarding or rollerblading on steps, railings, banisters or curbing.

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L. Off-Campus Conduct

1. Statement of Policy

Violations of local, state, or federal law are subject to University judicial action. A student who has pleaded guilty to or otherwise accepted responsibility for a violation (e.g. Probation Before Judgment or *no lo contendere*) should be aware that the University may also sanction the student.

2. Notification of Criminal Arrest

- a. A student is responsible for notifying the University of any off-campus arrest.
- b. When the **Office of Judicial Affairs** (for undergraduate students) or the **Office of Graduate Studies** (for graduate students) is informed of the arrest of a student, the University will send a letter to the student requiring that he or she make an appointment for an interview with the Office of Judicial Affairs or Office of Graduate Studies. During this interview, the facts involved in the student's arrest, the student's obligation to keep the University informed of the progress of the criminal charge(s), and the student's obligation to advise the University of the final disposition of the criminal charge(s) will be discussed with the student.

3. Withdrawal When Certain Criminal Charges are Pending

The University may withdraw any student when certain charges are pending against that student, subject to the procedures set forth in the **Judicial Systems** section of this Guide.

Specifically, withdrawal may be mandated where the crime involves an act of violence, the sale, manufacture or delivery of drugs or any other conduct that is egregiously offensive to the University's mission.

4. Emergency Suspension

The University may remove any student where the continued presence of the student on-campus poses a threat to safety or the rights, welfare, or property of another, subject to the procedures set forth in the **Judicial Systems** section of this Guide.

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M. Residence Hall Regulations

A residence hall resident shall comply with all provisions of this Code of Conduct, and should refer to the **Residence Hall Regulations**, the **Housing Agreement**, and **Residence Hall Student Rights and Responsibilities** for additional rules and responsibilities that supplement the Code of Conduct. Residence hall residents are responsible for the behavior of their guests and for ensuring that guests comply with all University regulations.

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N. Responsible Computing and Use of University Computer Resources

1. Statement of Policy

The **Policy for Responsible Computing** regulates the use of the University's computing resources, including computers, equipment, software, and networks. All members of the University must comply with local, state, and federal laws relating to **copyright**, security, and

electronic media. This policy does not alter any individual's duty to obey those laws. All individuals who use the University's computing and information resources must act **responsibly** and in accordance with relevant **laws**, contractual obligations, and the highest standard of ethics. Every user is responsible for the integrity of these resources and must respect the rights of other computing users and the integrity of the physical facilities and controls and must comply with all pertinent licenses and agreements.

All students, faculty, and staff are responsible for the integrity of their own individual computers. It is each person's responsibility to make certain that his or her computer is **secured** against viruses, worms, hacker attacks, and other intrusions. Further, you are responsible for all uses of your computer and will be held accountable for network traffic originating at your computer or traced back to your computer's IP number (Internet address).

Access to computing and information resources is a privilege granted by the University to its students. Access to these information resources may be granted based on the University's judgment of the following factors: relevant laws and contractual obligations; the requester's need to know; the information's sensitivity; and the risk of damage to or loss by the University or its students, faculty members, or staff.

As a student, **you must be available on the UD e-mail service** and read your e-mail in a timely manner. Your professors will send you e-mail with important information about your classes. The administration will send messages with timely, sometimes critical, announcements. These messages are sent to your "udel.edu" e-mail address. If you prefer to use a different e-mail service, you must be sure you forward the "udel.edu" messages.

The University reserves the right to limit, restrict, or extend computing privileges and access to its information resources. Data owners—whether departments, divisions, faculty members, students, or staff—may grant access to information for which they are responsible, so long as such access does not violate any license or contractual agreement, University policy, or any federal, state, county, or local law or ordinance.

2. Prohibited Activities

A student shall not damage, destroy, misuse, or otherwise endanger the University's computing and information resources. Specific violations of this standard include, but are not limited to:

- a. Using any University computer, facility, equipment, software, network, or other resource, including e-mail, for any activity other than that for which access or use was assigned or authorized;
- b. Using any University computer, facility, equipment, software, network, or other resource, including e-mail, for commercial use;
- c. Accessing any University computer, facility, equipment, software, network, or other resource, including e-mail, without authorization;
- d. Using any University computer, facility, equipment, software, network, or other resource, including e-mail, to commit or attempt to commit any other violation of this Code of Conduct;
- e. Disrupting, hindering, or damaging the service, use, or ability of others to access or use any University computer, facility,

equipment, software, network, or other resource, including e-mail;

- f. Damaging, destroying, misusing, or otherwise harming any University computer, facility, equipment, software, network, or other resource, including e-mail; or
- g. Using any University computer, facility, equipment, software, network, or other resource, including e-mail, to commit or attempt to commit acts prohibited under applicable federal, state, or local laws.

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O. Sexual Assault

1. Statement of Policy

The University will not tolerate sexual assault. Sexual assault occurs when a person is physically forced, is coerced, or is physically or mentally unable to give consent; and assault may be committed by an acquaintance or a stranger. Violations will be adjudicated by the University and may be reported to the appropriate law enforcement authorities.

2. Prohibited Activities

Specific violations of this standard include, but are not limited to:

Any uninvited, unwelcome advance, request for sexual favor, or touching or kissing of a sexual nature, where such conduct placed the victim in a position where he or she reasonably felt unable to avoid the uninvited conduct. Conduct includes, but is not limited to, rape, sodomy or oral copulation, sexual assault, or battery.

Note: Contact the [Office of Women's Affairs and Victim's Rights and Resources](#) for more detailed information.

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P. Sexual and Other Unlawful Harassment

The University of Delaware is committed to protecting the rights and dignity of all students, and seeks to maintain an environment that is free from all forms of unlawful harassment and discrimination. The University will not tolerate any form of unlawful harassment and discrimination.

Unlawful harassment goes beyond the mere expression of views or thoughts (spoken or written) that an individual may find offensive. The conduct must be sufficiently serious to unlawfully limit a student's ability to participate in or benefit from the activities of the University. Further, prohibited conduct must be evaluated from the perspective of a reasonable person in the alleged victim's position, taking into account all of the circumstances involved in a particular matter.

1. Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic advancement, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions or academic

decisions affecting such individual, or (3) such conduct has the purpose or effect of unlawfully interfering with an individual's work or academic performance or unlawfully creating an intimidating, hostile, or offensive working or academic environment.

The following types of actions may constitute sexual harassment, whether the harasser is a co-worker, supervisor, student or faculty member:

- a. demand for sexual favors accompanied by implied threats about the person's employment status, or implied promises of preferential treatment;
- b. persistent, unwelcome flirtation, requests for dates, advances or propositions of a sexual nature;
- c. unwanted touching such as patting, pinching, hugging or repeated brushing against an individual's body;
- d. repeated degrading or insulting comments that demean an individual's sexuality or sex;
- e. unwarranted displays of sexually suggestive objects or pictures;
- f. sexual assault.

2. Other Unlawful Harassment

Other unlawful harassment includes any verbal or physical conduct toward another that is based on the other's race, color, sex, religion, national origin, disability, veteran status or any other characteristic protected by law, and that (1) unlawfully creates an intimidating, hostile, or offensive learning and/or working environment or (2) unlawfully interferes with an individual's work or academic performance.

Threatening, intimidating or engaging in hostile acts that create an unlawful, hostile environment based on an individual's race, color, gender, religion, national origin, disability, veteran status or any other characteristic protected by law may constitute unlawful harassment, whether the harasser is a co-worker, supervisor, student or faculty member.

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Q. Student Organizations

1. Standard of Conduct

Student organizations are expected to adhere to the same standards of conduct applicable to individual students. Specific violations of this standard include, but are not limited to:

- a. Violating, or permitting its members or their guests to violate, or failing to prevent where such prevention was possible the violation of this Code of Conduct or any applicable city, state, or federal regulation;
- b. Violating, or permitting its members or their guests to violate, or failing to prevent where such prevention was possible the violation of any contract or other agreement between the student organization and the University; or
- c. Committing any act in violation of any policy, procedure or

agreement, including the University's **Housing and Dining Agreement**, or another agreement between a student organization and a University official and department, as well as rules promulgated by the appropriate University official and any other rules made applicable to student organizations.

2. **Application of Policy**

- a. Each use of the term "Student" in this Code of Conduct shall refer to and include student organizations and their members.
- b. Any violation of this Code of Conduct by one or more members of a student organization may constitute a violation by the organization itself. Where those administering the Student Judicial System conclude that there is sufficient connection between the acts of individual students and an organization to which they belong, sanctions may be imposed on the organization as well as any offending member. Conversely, when an organization has been found guilty of a Code offense, those administering the Student Judicial System may impose sanctions on some or all members of that organization depending upon the degree of general participation in the offense.
- c. In the event that a student or group is charged with an offense under this Code, it shall not be a defense that the organization in question is one which is no longer recognized by the University as a result of its status being rescinded, revoked or suspended.

3. **Membership**

- a. Membership in a Registered Student Organization may not be restricted on the basis of race, creed, color, gender, age, religion, national origin, veteran status, handicap status, or sexual orientation, except for any fraternity or sorority whose national organization requires it to be single-sex, and then only when such group demonstrates that it will not discriminate on any other basis.
- b. A student may not frustrate the University's suspension of a Student Organization by joining, becoming a member of, or in any way assisting or participating in a student organization that is currently on suspension from the University.

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R. **Theft**

1. **Statement of Policy**

Theft is defined as taking or possessing the property of another without right or permission. Students shall respect the property of the University, its guests, and all members of the University community.

2. **Prohibited Activities**

Specific violations of this standard include, but are not limited to:

- a. The unauthorized taking, misappropriation, possession, retention, or disposal of any property owned or maintained by the University, another student, a person attending a University sponsored event, or any other person; or

- b. The unauthorized taking or use of any University owned or contracted service.

3. Possession of Lost or Misplaced Items

Any lost or misplaced item that is found should immediately be turned in to the proper University office. For instance, items found in the library should be taken to the library's circulation desk. Inquiries concerning lost books, articles of clothing, or identification cards should be directed to the Lost and Found section of the **Department of Public Safety**.

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S. Weapons, Dangerous Instruments, and Explosive Chemicals or Devices on Campus

1. Statement of Policy

The possession, use or threat of use of any object that may reasonably be believed to cause physical injury to another person is prohibited.

2. Prohibited Activities

A student shall not possess, use, or threaten to use any of the following items:

- a. Any firearm (including any weapon or instrument from which a shot, projectile, or other object may be discharged by force, whether operable or inoperable, loaded or unloaded);
- b. Any deadly weapon, defined as any instrument, item, or material readily capable of causing death or serious physical injury;
- c. Any BB gun, pellet gun, air rifle, paint gun, sword (whether decorative or not), or other martial arts weapon;
- d. Any bomb, switchblade, billy club, blackjack, bludgeon, metal knuckles, slingshot, razor, bicycle chain, or ice pick; or
- e. Any knife (other than an ordinary pocketknife carried in a closed position, with a blade of three inches or less or cutlery of a reasonable size, when used in a kitchen or other food preparation area); or
- f. Any explosive chemical or device including a substance or a combination of substances possessed or prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration, or detonation, including fireworks and illegal or potentially dangerous chemicals.

Note: Possession of a license to possess or use any of the above items shall not constitute a defense of any violation of this section.

3. Interpretation

This policy does not prohibit any instrument or chemical expressly authorized for the pursuit of the academic mission of the University and used in an authorized manner consistent with that academic mission. Questions concerning authorized chemicals and prohibited instruments should be addressed to the **Department of Public Safety** or **Occupational Health and Safety**.

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