

SECTION TWO: STUDENT RIGHTS AND RESPONSIBILITIES

As stated, the policies and procedures listed within the Student Handbook do not constitute a comprehensive outline of all the university's rules and regulations. Students are subject not only to all applicable laws, but also to all university policies, rules, and regulations, and are responsible for informing themselves about their responsibilities and obligations.

Overview

Governors State University recognizes the basic rights and responsibilities of the members of the university and strives to provide for its members the opportunities and protections that best serve the nature of the educational process. Students have the right to a safe environment to support the pursuit of their educational and personal goals. Students also have the right to provide feedback to university faculty, staff, and administrators through informal and formal processes as outlined in this handbook (i.e., grievances, complaints, appeal processes).

Students will:

- Treat students, faculty, and staff of the university with fairness and respect;
- Honestly represent themselves;
- Respect university property and the activities conducted at university facilities, or university-sponsored events;
- Respect the property of others; and
- Uphold university policies and all applicable laws.

The University will:

- Treat students of the university with fairness and respect;
- Afford students procedural due process before taking disciplinary actions;
- Communicate policies and procedures to students; and
- Uphold university policies and all applicable laws.

Student Records (FERPA)

As required by the Family Educational Rights and Privacy Act (FERPA), GSU maintains individual student records for the purpose of providing educational, vocational, and personal services to the student. The Access to Student Educational Records policy provides the confidentiality of student education records as established under FERPA, establishes the right of students to inspect and review their education records, and provides guidelines for the correction of inaccurate or misleading data.

The University has an obligation to limit access to student information to those legitimate uses defined in the FERPA and university policy, and to insure that data is stored securely to prevent unauthorized access. Questions regarding FERPA should be directed to the Registrar's Office. Access to Student Educational Records Policy (Policy 12) is available at govst.edu/policies.

Civility Statement

As outlined in its Mission Statement, "Governors State University is committed to offering an exceptional and accessible education that prepares students with the knowledge, skills, and confidence to succeed in a global society." The faculty, staff, and students of Governors State University, as members of the university community, can expect to be treated with respect and consideration and are expected to treat others similarly.

All members of the community must treat other members with civility and respect while recognizing that disagreement and informed debate are valued in an academic community. Demeaning, intimidating, threatening, or violent behavior, either in verbal or written form, that affects the ability to learn, teach, or work in the university community are unacceptable and violate Governors State University's standards for civility and respect.

Individuals covered by this statement include all members of the Governors State University community (faculty, staff, and students). Contractors and vendors of Governors State University, as well as visitors to the campus, are also expected to comply with the requirements of this statement.

RESPONSIBILITY TO ACT

A member of the community who is involved in or is a witness of behavior on campus that imposes imminent danger to people or property should immediately contact the Department of Public Safety (DPS). In non-emergency situations that do not involve imminent danger, contact a supervisor, division/department chair, dean, the Department of Human Resources, the Office of the Provost, or the Office of the Dean of Students for advice on the proper course of action, or to make a complaint.

Red Campus Phones	Direct line to DPS
Yellow Campus Phones	Red button provides a direct line to DPS
Campus Phones (Emergency)	Dial 911
(Non-Emergency)	Dial 4900
Non-Emergency (Non-campus Phones)	Dial 708.534.4900
Office of the Dean of Students	Dial 708.235.7595
Human Resources	Dial 708.534.4100

VIOLATION OF THE CIVILITY STATEMENT

A university community member who has violated the statement may be subject to disciplinary action, up to and including separation from the university, consistent with established disciplinary procedures. Non-compliant behavior by contractors, vendors, or visitors may lead to removal from the campus, at the discretion of Governors State University.

Campus Safety Information (Clery Act)

Establishing and maintaining a safe and secure environment for our staff, students, and visitors is of primary importance to Governors State University. The Clery Act (Student Right to Know and Campus Security Act of 1990) is a federal mandate that requires that all current students and employees receive information on policies and procedures involving campus security, the reporting of criminal activity or other emergencies, and the enforcement authority of security personnel.

As part of our commitment to campus safety and in compliance with the Clery Act, a hardcopy of the Campus Security Report is available in the Department of Public Safety (DPS), located in C1375, and is also published on the Campus Right to Know website: govst.edu/Campus_Life/Campus_Safety/Campus_Right_to_Know/.

Emergency Management and Notifications

The Emergency Management Plan outlines strategies to protect the life and safety of university students, faculty, and staff, and to preserve university property and assets in the event of an emergency. The Emergency Management website www.govst.edu/emergency is a resource for information on how to prepare for emergencies and the Safety Booklet www.govst.edu/take-action/ details how to “Take Action” in the event of campus emergencies, including but not limited to, fire, weather-related emergencies, and acts of violence.

Governors State University notifies the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on any campus. GSU Alerts sends notifications regarding emergencies to students via cellular and landline phones, email, social media, and more. Students should update their contact information in their myGSU portal to ensure receipt of emergency notifications.

Emergency information and planning resources are available here govst.edu/emergency.