# Table of Contents

JSU Vision ........................................................................................................... 03
JSU Mission ........................................................................................................ 03
JSU Core Values ................................................................................................. 03
Course Listings .................................................................................................. 04
Course Scheduling ............................................................................................. 06
Quality Point Average ....................................................................................... 06
Steps to Registration .......................................................................................... 07
Academic Advisor .............................................................................................. 08
My JSU ................................................................................................................ 09
Electronic Mail .................................................................................................. 09
Confirmation of Classes/Housing ...................................................................... 09
Ways to Pay ....................................................................................................... 10
Campus Services ............................................................................................... 11
  Academic Center for Excellence .................................................................. 11
  Office of Admissions ...................................................................................... 11
  Bookstore ...................................................................................................... 11
  Career Services .............................................................................................. 12
  Cooperative Education ............................................................................... 12
  Counseling Services ..................................................................................... 12
  Community Standards & Student Ethics ....................................................... 12
  Dean of Students ......................................................................................... 13
  Dining Services ............................................................................................. 13
  Disability Support Services ............................................................................ 13
  Drop/Add Procedures ................................................................................... 13
  Financial Aid Office ...................................................................................... 14
  Grade Appeal ................................................................................................ 14
  Housing Operations and Residence Life ......................................................... 14
  Houston Cole Library ..................................................................................... 14
  Human Resources .......................................................................................... 15
  Identification Card ........................................................................................ 15
  International Programs and Services ............................................................ 15
  Learning Services ........................................................................................... 15
  Mail Center ..................................................................................................... 16
  Orientation ..................................................................................................... 16
  Print Shop ........................................................................................................ 17
  Registrar’s Office ............................................................................................ 17
  Student Accounts ........................................................................................... 17
  Student Government Association ................................................................. 18
  Student Health Center ................................................................................. 18
  Telecommunications Center ........................................................................ 18
  Testing Services .............................................................................................. 18
  Transfer Pathways Programs ...................................................................... 18
  Tutoring Services ........................................................................................... 19
  University Police Department ..................................................................... 19
  University Recreation ..................................................................................... 19
  Veteran Services ............................................................................................ 20
  Withdrawal Procedures ................................................................................ 20
Student Government Association .................................................................... 21
Student Government Officers .......................................................................... 22
SGA Constitution .............................................................................................. 23
Student Groups and Activities ....................................................................... 28
  Special Interest Organizations .................................................................. 28
  Athletic Support Groups .......................................................................... 40
  Service Groups ............................................................................................. 41
For Police Emergencies Call: 256.782.5050 OR 911

For Non-Emergencies Call: 256.782.8888
JSU Mission Statement

Jacksonville State University, a learning-centered community, provides distinctive educational, cultural, and social experiences to prepare students to be competent, ethical professionals and engaged, responsible, global citizens.

JSU Vision Statement

Jacksonville State University will be recognized nationally for excellence in providing a transformational learning environment that supports student success and engagement, regional stewardship and innovation.

JSU Core Values

Jacksonville State University is committed to the following:

- Student-Centered Culture
- Excellence
- Transformation
- Innovation
- Engagement
- Stewardship
- Integrity
- Inclusivity
Course Listings

Each course found in the schedule is identified by a course number, a reference number, a departmental abbreviation, and a section number. Courses listed in the catalog may not be offered every term, therefore, students should check the Class Schedule to determine which courses are offered during a particular term. These courses will be identified as follows:

<table>
<thead>
<tr>
<th>Sections Found</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Year Experience – 12205 – STU 101 - 001</td>
</tr>
</tbody>
</table>

Associated Term: Fall 2019  
Registration Dates: Mar 11, 2019 to Aug 29, 2019  
Levels: Undergraduate  
Attributes: Student Cohort 1

Jacksonville State University Campus  
Lecture Schedule Type  
Traditional Instructional Method  
0.000 Credits  
View Catalog Entry

<table>
<thead>
<tr>
<th>Scheduled Meeting Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type</td>
</tr>
<tr>
<td>Class</td>
</tr>
</tbody>
</table>

Course Reference Number (CRN): Refers to a five-digit number appearing after the name of the course. Check the CRN carefully as each section is assigned a different number. List the CRNs on the Trial Schedule for all courses for which you are registering or use the Schedule Planner. Schedule Planner is available through your MyJSU account under the registration menu. The Trial Schedule is available on the Office of the Registrar’s webpage.

Departmental Abbreviation and Course Number: Refers to two to three letters that represent a department and the three-digit number associated with a specific course name.

Associated Term: Refers to the term selected for viewing the course schedule.

Registration Dates: Refers to the dates the registration system is available for a particular term. Priority pre-registration and open registration dates and times are available on the Office of the Registrar’s webpage.

Levels: Levels are undergraduate, graduate, or doctoral.

Instructor: Instructors for each section will be listed on the schedule. STAFF or TBA indicates the instructor for the course had not been assigned at the time the schedule was created.

Schedule Type: Schedule type refers to the way the class is taught. For example: lecture, lab, online, activity, etc.
**Instructional Method:** Instructional Method refers to the way the class is taught. For example: traditional (JSU classroom setting), online, practicum, etc.

**Credits:** Credits refer to the number of credit hours earned upon the successful completion of the course. Semester hours are based on the number of contact hour required for the course. For example, a three-hour course will usually meet three hours per week for a semester. To complete degree requirements for graduation a student must earn a minimum of 120 semester hours. Check the catalog for specific requirements for your major.

**View Catalog Entry:** To view the entire catalog entry for any class, click “View Catalog Entry”. Catalog entries provide course descriptions, a list of any prerequisites and other information.

**Time:** Time refers to the hours the class meets. If TBA is listed, the location, days, and/or time had not been assigned at the time the schedule was created or the course is online.

**Days of the Week (Days):** The days a course will meet are indicated by the first letter of each day, M for Monday, etc. The only exception is Thursday which is indicated by the letter “R”. If TBA is listed, the location, days, and/or time had not been assigned at the time the schedule was created or the course is online.

**Location:** The classroom and building where a class meets will be listed with building abbreviation and room number. A building chart and map can be found on the Office of Admissions’ webpage.

**Date Range:** The dates listed are the starting and ending dates of the course.
Course Scheduling

During the first three semesters, students should be fulfilling the General Studies requirements and/or School requirements. Choose courses from the full range of these requirements. Think about taking a balance of reading, writing, and quantitative courses. Please note a recommended sequence of courses for each major, for each semester, is provided in the catalog. By following this plan, it will increase the likelihood of graduating in approximately four years. Try to schedule courses to ensure there is a balance of MWF classes and TR classes. Remember to give yourself a break for lunch! Below you will find two sample schedules:

Communications 3 MWF 8:45 – 9:45
History 3 MWF 10:00 – 11:00
English 3 MWF 1:45 – 2:45
Psychology 3 TR 7:30 – 9:00
Math 3 TR 9:15 – 10:45
STU 101 0 T 11:00-12:00
Total 15

History 3 MWF 8:45 – 9:45
Biology 3 MWF 10:00 – 11:00
Physical Education 3 MWF 11:15 – 12:15
English 3 TR 9:15 – 10:45
Math 3 TR 11:00 – 12:30
Biology Lab 1 R 1:45 – 3:45
Total 16

Quality Point Average

Quality point average or QPA is a figure indicating a student’s academic achievement. QPA is based on a 4.0 scale.

A=4 Quality points for each hour
B=3 Quality points for each hour
C=2 Quality points for each hour
D=1 Quality point for each hour
F=0 Quality points for each hour

To calculate GPA:
Divide the total number of quality points earned by the total number of GPA Hours at JSU.

<table>
<thead>
<tr>
<th>HOURS</th>
<th>QUALITY POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CREDI</td>
<td>GRAD</td>
</tr>
<tr>
<td>3</td>
<td>A</td>
</tr>
<tr>
<td>3</td>
<td>B</td>
</tr>
<tr>
<td>3</td>
<td>A</td>
</tr>
<tr>
<td>3</td>
<td>D</td>
</tr>
<tr>
<td>1</td>
<td>C</td>
</tr>
<tr>
<td>13</td>
<td></td>
</tr>
</tbody>
</table>

38 Quality Points Earned = 2.92
13 Hours Attempted
Four Steps to Registration

1
Around midterm each semester, check your MyJSU account to view your degree evaluation. Your evaluation lists courses you have taken, courses for which you are currently enrolled, and courses needed to complete your degree requirements.

2
Contact your academic advisor for an appointment to discuss your schedule for the upcoming semester. Students must be cleared each semester by their academic advisor prior to registration.

3
Prior to meeting with your academic advisor, review the Class Schedule online, and complete a trial schedule or utilize the Schedule Planner through your MyJSU account. Refer to the JSU Catalog online for information on the general studies curriculum, coursework in your major, and course scheduling.

4
With your completed schedule, approved by your academic advisor, you may register via the Internet. For specific instructions on when and how to register, go to http://jsu.edu/reginfo.html.

It is the responsibility of the student to pay all tuition and fees by the published due date. Not doing so will result in the student’s registration being canceled.

For more payment information, please visit: http://www.jsu.edu/bursar/index.html
Academic Advisor

You have been assigned an academic advisor in your area of study to assist you in exploring a wide range of academic and professional opportunities and in making appropriate decisions about your area of study. Remember, your academic advisor is here to help you find answers to your academic questions.

WHO IS MY ADVISOR?

- Go to [http://www.jsu.edu](http://www.jsu.edu)
- Select MyJSU
- Enter your User Name and Password
- Select Registration
- Select Student Records
- Select View Student Information
- Select a Term (Example Fall 019)
- Your Primary Advisor is ____________
- If no advisor is listed and you have declared a major, go to the department of your major to obtain an advisor assignment.

WHEN TO SEE YOUR ACADEMIC ADVISOR

- To address any problems that affect your academic performance
- To select courses for the upcoming semester
- To discuss academic performance
- To explore academic and professional issues
- To discuss departmental requirements and course sequences
- To discuss elective coursework in the major or other departments

HOW TO SEE YOUR ACADEMIC ADVISOR

- Become familiar with your advisor’s office hours/schedule
- Call to make an appointment rather than dropping in without notice
- If it is necessary to drop in without an appointment, try to go at a time when your advisor has office hours and allow plenty of time in case you must wait
- The first and last weeks of the semester, as well as the early registration period, are usually the busiest for your advisor. If possible, avoid these times if a longer conference is needed
- Be prepared with a Trial Schedule. Trial Schedule forms are available online at [http://www.jsu.edu/reistrar/student_forms.html](http://www.jsu.edu/reistrar/student_forms.html). Have courses selected with alternatives when you see your advisor before registration
**MyJSU**

Students can register for classes, drop or add classes, check their balance, make credit card payments on their account, and receive midterm and final grades from any computer with World Wide Web access.

**To Register for Classes**
- Check the Academic Calendar for registration dates. Priority Registration times can be found on the Registrar’s Office website.
- Meet with your academic advisor and request authorization for computer registration.
- Have CRN’s and alternative courses (with CRN’s) available.
- Tuition may be paid with credit card, cash or check, or payment plan.

Refer to the Class Schedule or go to [http://www.jsu.edu/registrar/registration.html](http://www.jsu.edu/registrar/registration.html)

**GEM Electronic Mail (Office 365)**

All JSU students are assigned a JSU email address when they are accepted for admission. You may access your email account at [http://gem.stu.jsu.edu](http://gem.stu.jsu.edu) or by logging into your MyJSU account at [http://my.jsu.edu](http://my.jsu.edu). It is important to check your JSU email in order to receive important information from various university departments.

**CHECKLIST TO ENSURE CONFIRMATION OF CLASSES/HOUSING**

- Know your exact charges. Go online to [http://my.jsu.edu](http://my.jsu.edu)
- Know the confirmation due dates. Go online to [http://www.jsu.edu/bursar/PaymentGuidelines.html](http://www.jsu.edu/bursar/PaymentGuidelines.html)
- Pay online or at the Office of Student Accounts window to ensure confirmation of your classes, university housing, and other charges. Always be sure to include your student number when paying by check or money order. Most major credit cards are accepted.
- If you need to use financial aid for confirmation, compare your charges to your scheduled financial aid. Pay the difference between your total charges and scheduled aid if applicable.
- Make sure you have done everything necessary to schedule financial aid. APPLY EARLY. The absolute deadline to apply for JSU academic scholarships is February 1.
- Submit your housing application and the $200.00 non-refundable deposit online by the May 1 priority deadline. Students must be accepted to JSU before applying. Your assignment will be sent to your MyJSU email account. All fees must be paid prior to check in. For more housing information, please go to [www.jsu.edu/housing](http://www.jsu.edu/housing).

**Please Note:**

Students scheduled to receive financial aid who do not plan to attend a session for which they have preregistered must notify both the Financial Aid Office and the Registrar’s Office in writing prior to the first day of classes to cancel their preregistration and financial aid. STUDENTS WHO FAIL TO DO THIS WILL BE ENROLLED IN CLASSES AND SUBJECT TO ACADEMIC AND FINANCIAL PENALTY.
Pay Registration/Housing Confirmation Costs

1. **Office of Student Accounts**
   a) Cash (in person only)
   b) Check or money order
   c) Credit Card
   d) Payment Plan

   *Payments that are mailed must be received (not postmarked) in the Office of Student Accounts by the published due date.*

2. **Financial Aid Office**
   a) Federal Pell Grants
   b) Federal Supplemental Grants
   c) State Grants
   d) Institutional Scholarships
   e) Federal Stafford Loans
   f) Federal PLUS Loans
   g) Entitlement Assistance
      - Vocational Rehabilitation
      - State Veteran’s Assistance
      - Military Assistance Program
      - Tuition Remission (JSU employees only)

   *Note: Students must have web accepted their financial aid award by the published due date. Campus employment cannot be used for confirmation.*

   The Financial Aid Office must have cleared the student through the agency by the published due date.

3. **Loans/Outside Scholarships**
   a) Private/Alternative Loans
   b) Outside Scholarships (state agency, corporate, civic, etc.)

   *Private/Alternative Loans must be certified by JSU by the published due date.*

   In order for an outside scholarship to confirm tuition, fees, and housing charges, the Financial Aid Office must receive the funds from the donor or agency prior to the published due date. All outside scholarships are posted to the student’s account upon receipt.

   While the Financial Aid Office awards most scholarships offered by the university, some departments administer specific scholarships and assistantships. Athletes receiving scholarships should contact the compliance director of the Athletic Department for questions relating to their scholarships. Students receiving music, art, or drama scholarships should contact that department for questions relating to these scholarships. Resident Assistants (RAs) should contact the Office of Housing Operations and Residence Life with any questions.
Campus Services

**Academic Enhancement & Tutoring Services**

**Academic Center for Excellence (ACE)**
Debra James, Director
3rd FL Theron Montgomery Bldg.
Telephone: 256.782.8223

The Department of Academic Enhancement & Tutoring Services provides a range of academic support services to entering and continuing JSU students by supporting their academic efforts.

The Academic Center for Excellence (ACE) has four locations across campus where students receive academic support in the form of individual or group tutoring, structured study hall, computer/learning lab usage, and academic mentoring. The main office has two classrooms for academic workshops and study hall.

ACE locations: 265 Ayers Hall (Math & Computer Science), 302 Martin Hall (Science), 355 Stone Center (History and Foreign Language), and 304 Theron Montgomery Building (Main Office, Student Athlete Tutor Center, and Drop-In Tutoring Center for English, History, Psychology, Spanish, and Sociology).

**Office of Admissions**
Lauren Findley, Director
110 Bibb Graves
Telephone: 256.782.5268
Email: admissions@jsu.edu

The Office of Admissions is responsible for all undergraduate admission processing and recruitment. This includes collection of applications and fees, high school and college transcripts, and standardized tests for admission.

The Office of Admissions is responsible for all undergraduate student recruiting including participation in high school college day programs. The office is responsible for processing all outgoing correspondence and literature to prospective students. The office coordinates event/tour for prospective students. Admission Counselors are available to meet with prospective students and their families.

**Bookstore**
Annaleigh Harris, Manager
Theron Montgomery Bldg. 2nd Fl
Telephone: 256.782.5283

Students may rent or purchase new and used textbooks at the bookstore. School supplies and JSU memorabilia/clothing are also available. Textbook information and on-line ordering is available at [http://jsu.bncolleg.com](http://jsu.bncolleg.com). Students can use their financial aid in the store or online to purchase books and other times in the fall or spring semesters. Please refer to the bookstore or Office of Student Accounts website for exact dates when students may use financial aid. At this time, students receiving scholarships must come in the store to purchase books.

Hours of operation for fall/spring terms:
- Monday – Tuesday: 7:15 AM – 6:00 PM
- Wednesday – Thursday: 7:15 AM – 5:00 PM
- Friday: 7:15 AM – 4:30 PM

Hours of operation for summer term:
- Monday – Thursday: 8:00 AM – 4:30 PM
- Friday: 8:00 AM – 12:00 PM
The Office of Career Services offers full-time, part-time, co-op and internship job postings, resume’ critiques, mock interviews, mentor program, on-campus job fairs, and employment and life skills assistance. Career Services provides personality and interest inventories that assist in assessing the best options for career achievement, focusing on each student’s strengths in order to obtain a career/life balance. More information is available online at [http://www.jsu.edu/careerservices](http://www.jsu.edu/careerservices).

Cooperative Education
Carlos Acosta, Career Specialist
108 Kennamer Hall
Telephone: 256.782.8486
Email: cacosta@jsu.edu

Students that have declared a major are encouraged to gain relevant work experience during their college career. Cooperative education is designed to provide the student with valuable, paid work experience related to their major field of study while earning a degree. As part of the program, employers provide the opportunity for the student to build on classroom skills and knowledge while working. Read the qualifications for the program and complete and online application at: [http://www.jsu.edu/careerservices/coop-internships/application.html](http://www.jsu.edu/careerservices/coop-internships/application.html)

Community Standards & Student Ethics
Lauren Lowell, Director
Theron Montgomery Building
Telephone: 256.782.8080
Email: llowell@jsu.edu

The Department of Community Standards & Student Ethics manages the Student Code of Conduct and is responsible for supporting students through alleged misconduct both on and off campus. The office supports students who want to make a report of a policy violation or concerning behavior for a student. The disciplinary process is educational in nature and advocates for students who are sound responsible of violations be given an educational sanction and opportunity to learn and transform through the process.

Counseling Services
Julie Nix, Director
140 Daugette Hall
Telephone: 256.782.5475
Email: ccs@jsu.edu

Counseling Services offers personal counseling for JSU students at no charge. Counseling is available through individual and group settings and counselors are available for crisis response after hours and on weekends through the University Police Department. Counseling Services coordinates and advises the Peer Educators, Active Minds, and the Collegiate Recovery Community.

Dean of Students
Terry Casey, Dean of Students
402 Theron Montgomery Bldg.
Telephone: 256.782.5491
Email: studentlife@jsu.edu

The Dean of Students Office advises the Student Government Association, Freshman Forum, Miss Jacksonville State University Pageant, fraternities and sororities, multicultural programming, clubs and organizations, and coordinates orientation for new undergraduate students. Opportunities for involvement offering to enhance the educational experience of students intellectual and governmental activities. The office enhances the college experience through programs, activities, and leadership development as well as increasing diversity and the awareness of diversity.
**Dining Services**

Jack Hopper Dining Hall  
Telephone: 256.782.7242

Dining Services offers a wide range of meal plans that provides a variety of choices. There are several dining locations on campus including Jack Hopper Dining Hall, which provides home cooked entrees, vegetable, breads, deli items, sub sandwiches, pizza, burgers, various ethnic cuisines, salad bar, and desserts. Located in the Theron Montgomery Building is the TMB Food Court that includes Chick-fil-A, Freshens Smoothies and Crepes, and Mein Bowl. At the Houston Cole Library, Jazzman’s Café offers specialty coffees, smoothies, sandwiches and salads to go. If you are in the mood for some southern fried wings, visit WOW! Café at Jack Hopper Dining Hall. WOW! Offers a full menu of wings, chicken tenders, specialty burgers, salads, sweet potato fries and much more. If you want more of a restaurant style, try the Gamecock Diner located in Stephenson Hall. Also, located in the University Recreation Center, is Starbucks. For further details and complete information about meal plans, check out our website at [http://dining.jsu.edu](http://dining.jsu.edu) for all the latest information or give us a call at 256.782.7242.

**Disability Support Services**

Julie Nix, Director  
139 Daugette Hall  
Telephone: 256.782.8380  
Email: dss@jsu.edu

Disability Support Services (DSS) provides appropriate and reasonable accommodations for students with documented disabilities as defined in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA). It is the goal of DSS to ensure that students with disabilities have equal opportunity to achieve their personal academic goals while maintaining the integrity of JSU’s academic program requirements. DSS provides reasonable accommodations through a variety of services and programs. Accommodations may include:

- Exam Proctoring
- Special Testing Procedures
- Extended Time on Exams
- Readers
- Note Takers
- Brailed Formats
- Priority Registration
- Interpreter Services
- Captioning Services
- Enlarged Print Materials
- Alternative Formats
- Assistive Technology

**Drop/Add Procedures**

Dean’s Office  
College of Student’s Major  
Internet: [http://www.jsu.edu/registrar/registration.html](http://www.jsu.edu/registrar/registration.html)

The term “drop” refers to dropping part (but not all) of the classes for the term, while the term “withdraw” refers to withdrawing from all classes for the term. Students who wish to drop or add classes may do so through their MyJSU account.
Students wishing to add classes must do so by a specific date (see academic calendar online at http://www.jsu.edu/registrar/academic-calendar/index.html). Students may drop classes by the internet only through a specific date (see academic calendar online at http://www.jsu.edu/registrar/academic-calendar/index.html). Course drops after a specific date may only be processed at the Registrar’s Office and must have a passing statement and full signature of the faculty member indicating that the student is passing the course. Signed drops must be processed within one business day of the date the signature was obtained or the dropped signature becomes invalid.

There is no tuition refund for course(s) dropped after the add/drop date.

**Financial Aid**

Jessica Wiggins, Director  
107 Bibb Graves Hall  
Telephone: 256.782.5006  
Email: finaid@jsu.edu

The Financial Aid Office provides assistance to students for their educational expenses. A number of programs, including grants, loans, campus jobs, and scholarships are available each year to students who are eligible. Since most of these programs are based on financial need, interested students should fill out the Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov. These forms are available in October. Priority deadline is March 15 for all required forms to be submitted to the Financial Aid Office. A complete listing of all scholarships and additional information is available in the Financial Aid Office or online at http://www.jsu.edu/finaid/index.html.

**Grade Appeal**

The grade appeals process begins with a meeting between the student and the course instructor. The appeal cannot proceed any further unless this requirement is met. The formal process for appealing grades is available in the Dean’s Office for each school.

**Offices of Housing Operations and Residence Life**

Brooke Lyon, Housing Operations Director  
103 Bibb Graves Hall  
Telephone: 256.782.5122  
Email: jsuhousing@jsu.edu

The offices of Housing Operations and Residence Life supports the academic mission of JSU by fostering a vibrant living and learning community that cultivates personal development, celebrates diversity, promotes leadership, and enhances the educational experience of each resident. We have traditional residence halls and apartments that enhance a community environment. Our goal is to provide clean, secure, and well-maintained facilities that promote academic success.

Submit your housing application and the $200.00 non-refundable deposit online by the May 1 priority deadline. Students must be accepted to JSU before applying. Your assignment will be sent to your MyJSU email account. All fees must be paid prior to check-in. For more information, please go to www.jsu.edu/housing.

**Houston Cole Library**

John-Bauer Graham, Dean of Library Services  
Houston Cole Library, 8th Floor  
Telephone: 256.782.5255  
Email: jgraham@jsu.edu

The Houston Cole Library provides bibliographic services and resources to support the scholarly and informational needs of the university community. The collection of more than 800,000 volumes, more than 150,000 full-text periodicals online or in hard copy, over 60,000 e-books and more than a million microfilms and audiovisual materials are selected to support the university curriculum. The library is open 87 hours per week on the following schedule:
Library services include the reserve reading desk in the lobby where assigned readings and online electronic reserves are placed by faculty, group study rooms, the tenth-floor computer lab, self-service photocopy machines, and online catalog, electronic databases, quiet study floor, and centralized reference assistance on the second floor. Books may be checked out at the lobby circulation desk. Librarians are available to help in the use of the library. The Houston Cole Library is a wireless access point. Laptops may be checked out for student use within the library from the sixth floor Listening Lab.

Human Resources
Heidi Louisy, Chief Human Resources & Diversity Officer
326A Bibb Graves Hall
Telephone: 256.782.5007
Email: hlouisy@jsu.edu

There are many student employment opportunities across campus. For detailed information, please visit Student Employment at http://www.jsu.edu/hr/student-employment/index.html

Identification Card
Rebekah Parker, Manager
Sodexo Campus Services
Theron Montgomery Bldg. 2nd Floor
Telephone: 256.782.5552
Email: rebekah.parker2@sodexo.com

JSU ID cards are made in the office adjacent to the Food Court in the Theron Montgomery Building (TMB). Students must be registered for classes and provide picture identification before the card can be issued.

Fall/Spring Semester Hours: Monday – Thursday: 8:00 AM – 4:00 PM
Friday: 8:00 AM – 2:00 PM

Summer Hours: Monday – Thursday: 8:00 AM – 2:00 PM
Friday: CLOSED

International House and Programs
Chandni Khadka-Walsh, Director
International House
Telephone: 256.782.5303
Email: intprog@jsu.edu

The International House and Programs provides support for international students studying at JSU, for study abroad programs, and for faculty exchange programs with universities in other countries. International students are provided with information and assistance in such areas as student and scholar related immigration regulations, student employment regulations, driver’s license, international student insurance, travel and visa requirements as well as in matters of student life on campus. International students and U.S. students participating in the International House programs are provided with volunteer opportunities and opportunities to engage in cultural activities and educating JSU community on global education. A major goal is to internationalize the JSU campus, and help students fully participate in the life of the maximum benefit from their experience in the U.S.
Internships
Carlos Acosta, Career Specialist
108 Kennamer Hall
Telephone: 256.782.8486
Email: cacosta@jsu.edu

Internships provide students with practical, applied experience related to their major that will enhance and complement their classroom learning. An internship may last one semester or less, and be part-time or full-time. Although some positions are paid, others are unpaid or on a volunteer basis. Students may or may not earn academic credit. To learn more about earning academic credit, please go to the academic course listing at http://www.jsu.edu/careerservices/coop-internships/internship-courses.html

Are you interested in working in an internship, not for academic credit? Please complete the online application for internships at http://www.jsu.edu/careerservices/coop-internships/application.html

Career Services manages the internships that are not for academic credit.

Learning Services
Courtney Peppers, Director
Houston Cole Library, Ground Fl
Telephone: 256.782.5570
Email: cpeppers@jsu.edu

Learning Services assists undergraduate students in mastering basic and life skills through competency-based courses in the Department of Learning Skills. Learning Services administers the JSU EdReady Math and English Placement exam, offers math proctoring services, and assists JSU students in the areas of reading, writing, mathematics, studying, and self-management. Students who do not master the English Competency Exam, which is required for graduation, are also assisted by Learning Services before they attempt the exam again. Fast Start Academy, JSU’s Summer Bridge Program for incoming freshmen is also offered through Learning Services.

Mail Center
Teron Montgomery Bldg. 4th Fl
Telephone: 256.782.5290
Email: jsumail@jsu.edu

Each student enrolled at JSU has the option to obtain a campus mailbox. Mail addressed to currently enrolled students must be sent through campus mail to the student’s mailbox unless the student has chosen the mail-at-home option. By paying a non-refundable fee per semester, students may have all correspondence sent to their off-campus mailing address.

The Mail Center is open and deliveries are made Monday – Friday: 8:00 AM – 4:30 PM. No Saturday delivery is available.

Orientation
Terry Casey, Dean of Students
402 Theron Montgomery Bldg.
Telephone: 256.782.5491
Email: studentlife@jsu.edu

Orientation assists new students and families in their transition to JSU and exposes them to educational and social opportunities available. This service identifies and trains advisors and orientation leaders to assist students with the transition to college life. Orientation is required for first-time freshmen between the ages of 18-24.
Print Shop
Theron Montgomery Bldg  1st Fl
Telephone:  256.782.5323
Email:  printshop@jsu.edu

The Print Shop meets the printing needs of the JSU students, including making copies of resumes and class projects at a reduced price. Additional services provided include paper cutting and trimming, photocopying, colored copies, folding, collating, stapling, hole punching, spiral binding, padding, and sign/banner printing.

Registrar’s Office
Emily White, Registrar
113 Bibb Graves Hall
Telephone:  256.782.5400
Email:  registrar@jsu.edu

The office publishes the University Catalog and the Class Schedule. Students desiring to change their name or address, withdraw from the university, or obtain a copy of their JSU college transcript may contact this office. Degree verification and enrollment certification letters may be helpful for outside agencies such as insurance companies and others who need official confirmation of college enrollment. Instructions on how to obtain enrollment certification and degree verification are available online at [http://www.jsu.edu/registrar/index.html](http://www.jsu.edu/registrar/index.html). Final and midterm grades are handled by this office. Midterm grades for fall and spring semesters are viewable on your MyJSU account and will reflect only the grades below satisfactory (D, NC, and F). Final grades are viewable on your MyJSU account at the end of each term.

Student Accounts (Office of)
Alice Wudarczyk, Assistant Controller
245 Bibb Graves Hall
Telephone:  256.782.5458
Email:  studentaccounts@jsu.edu

Students may pay tuition, housing, and other fees at the Office of Student Accounts window, via the web at [http://my.jsu.edu](http://my.jsu.edu), by credit card, or by mail with a check or money order.

STUDENTS ARE RESPONSIBLE FOR FAMILIARIZING THEMSELVES WIL ALL THE FINANCIAL POLICIES OUTLINED IN THE JSU CATALOG. It is the student’s responsibility to pay all charges by the published due date. If not paid by the due date, the student’s registration will not be confirmed, and the student must register for classes again. Tuition, housing and other charges may be viewed at [http://my.jsu.edu](http://my.jsu.edu).

A POSMARK IS NOT ACCEPTABLE FOR MEETING YOUR PAYMENT DEADLINE. Your complete payment must be in the Office of Student Accounts no later than the published due date.

In the event a student fails to satisfy a financial obligation to the university and the debt is referred to an outside attorney or agency for collection, in addition to the debt (principal plus applicable interest), the student will be responsible for all costs, charges, and expenses incurred by the university, including attorney’s fees and/or collection agency fees and expenses, not to exceed thirty-three and 1/3 percent (33.3%) of the debt, plus litigation expenses and court costs, if applicable. Debts owed the university may be referred out for collection as accounts or where litigation has concluded, as judgement. Delinquent accounts may accrue interest at the contract rate or, where none is stated, at the maximum rate allowed by Alabama law. Any judgement obtained in favor of the university will accrue interest at the rate set by Alabama law for unpaid judgements. By providing your telephone number to JSU, you agree and give express consent that the university or anyone working on their behalf, including third party vendors, may contact you at the number provided by manually dialing the number or by using automated dialing technology.
The Student Government Association (SGA) is designed to promote the welfare of the student community by providing an avenue for student expression, social activities, multicultural programming, and student services. All students are members of the SGA. Opportunities for involvement are available through the Senate and numerous committees. The university considers the SGA a vehicle of learning and education.

The SGA promotes cultural diversity within the university community through programs and activities to develop leadership skills as well as to increase awareness of diverse cultures and backgrounds.

The Student Health Center is a primary health care facility providing outpatient medical services as well as promoting preventive health measures to currently enrolled students, staff, and faculty. Prior to enrollment, new students are required to register with Medproctor on the JSU Student Health Center website, under the "student health form" tab on the left side of the page. All health information and vaccination records must be submitted via Medproctor.

Testing Services offers a variety of tests including the following: ACT Workkeys, CLEP, EIPA, EPP (required for graduation), Make-up exams, MAT, proctored exams, ProExam, Residual ACT, TOEIC, and various certification exams. Most examinations are offered Monday – Friday, 8:30AM – 3:00PM. Appointments are requested. Fees are associated with most exams. Please check the Counseling Services website for up-to-date information on testing requirements, available dates, and fees.

The Transfer Pathways Program strives to significantly increase the transferability of students from community colleges to ensure a seamless transition for transfer students.
**Tutoring Services**
Debra James, Coordinator
Theron Montgomery Bldg. 3rd Fl
Telephone: 256.782.8224
Email: dmjames@jsu.edu

The mission of Tutoring Services is to provide academic support services in the form of individual or group tutoring, academic mentoring, and study hall instruction. We strive to model effective academic skills and behavior, provide content-specific supplemental instruction, create an environment that helps students gain academic competencies, and build relationships around learning. The philosophy of tutoring is to assist or guide students towards independent learning and academic goal attainment.
ACE Tutoring Center locations: 256 Ayers Hall (Math & Computer Science), 302 Martin Hall (Science), 355 Stone Center (History and Foreign Language), and 304 Theron Montgomery Building (Main Office, Student Athlete Tutor Center, and Drop-In Tutoring Center for English, History, Psychology, Spanish, and Sociology).

**University Police (UPD)**
Rob Schaffer, Director of Public Safety
Salls Hall
Non-emergency: 256.782.8888
Emergency: 256.782.5050 or 911
Email: upd@jsu.edu

The University Police Department (UPD) provides a wide-range of public safety services to include laws enforcement, security, parking enforcement, communications, emergency management, and administrative services. Students and employees may report crime, accidents, and other emergencies to the University Police 24 hours a day, seven days a week. Crime information is available on the following link: [http://www.jsu.edu/police/crimestats.html](http://www.jsu.edu/police/crimestats.html). All students, staff, and faculty parking on campus must have a parking decal. Visitors may obtain a visitors parking pass at Salls Hall. Decals may be obtained by logging into your MyJSU account. Please visit the University Police Department’s webpage at [www.jsu.edu/police](http://www.jsu.edu/police) for further information about the department and services available.

**University Recreation**
Recreation and Fitness Center
Telephone: 256.782.5075
Email: urec@jsu.edu

University Recreation (UREC) empowers students to engage in fun and healthy experiences by developing growth opportunities which impact overall wellbeing and success. University Recreation Center manages strength training and free weight area, gymnastics, fitness studio, wallyball and racquetball courts. Recreational services include Group Fitness Classes, Intramural Sports, Club Sports, and Adventure Recreation Trips.

Hours of operation during the fall and spring semesters are:
Monday – Thursday: 5:00 AM – 11:00 PM
Friday: 5:00 AM - 9:00 PM
Saturday: 9:00 AM - 9:00 PM
Sunday: 12:00 PM - 11:00 PM

For more information about University Recreation please visit us at [www.jsu.edu/urec](http://www.jsu.edu/urec)
Veteran Services
Justin Parker, Director
Daugette Hall Basement
Telephone: 256.782.8839
Email: parker@jsu.edu

Veteran Services (VS) aims to provide VA Educational benefits counseling, academic and career support services, and advocacy for all military-connected students at JSU. We serve all active duty, guard/reserve, veteran and dependent students that are associated with JSU. It is the goal of VS to ensure that all military-connected students have their VA Educational benefits certified in a timely manner and have the resources necessary to reach their personal, academic, and professional goals.

Withdrawal Procedures
Registrar’s Office
113 Bibb Graves Hall
Telephone: 256.782.5400
Email: registrar@jsu.edu

Students no longer wishing to attend classes in the current term must officially withdraw from the semester through the Registrar’s Office. If an official withdrawal is not processed, a failing grade is assigned to each course in which the student is currently registered. Refunds are given based on specific dates listed on the Academic Calendar. You may withdraw by completing the withdrawal request from on your MyJSU account.

Students who can no longer attend classes due to severe medical reasons or extraordinary personal circumstances beyond their control may request a Medical or Compassionate Withdrawal through the Office of the Vice President for Student Affairs, 102 Bibb Graves Hall. Please go to the following link for more information regarding a Medical or Compassionate Withdrawal: http://www.jsu.edu/studentaffairs/medicalwithdrawal.html
Student Government Association

The Student Government Association (SGA) is composed of four branches of government: Executive, Legislative, Judicial, and Student Activities Council. Each branch is devoted to serving Jacksonville State University students in different ways.

**Executive Branch**
The SGA President presides over the Executive Branch, which is comprised of the Vice President of Student Senate, Vice President of Student Activities, Vice President of Organizational Affairs, and Vice President of Public Relations. The executive officers hold daily office hours and meet weekly at various times in the SGA office. As a student, you are invited to meet with your officers any time to share opinions and ideas.

**Legislative Branch**
The Vice President of Student Senate is in charge of the Legislative Branch of government and serves as the President of the Senate. The Legislative Branch is made up of various committees and the 30 voting students who make up the Student Senate.

The Vice President of Organizational Affairs assumes responsibility for all procedures of the Organizational Council. The VPOA is also responsible for overseeing the Allocations Committee.

The legislative body of the SGA, the Student Senate, meets every Monday night at 6:00 PM during the fall and spring semesters in the TMB Auditorium. This is a great time to voice a concern. The following committees are made up of senators:

**Judicial Branch**
Student Judiciary Advocate

**Student Activities Council**
The Vice President of Student Activities presides over the Student Activities Council and oversees entertainment and recreational activities including concerts, lectures, movies, comedy clubs, and other special events.

All registered students are automatically members of the Student Government Association. To become more actively involved, go by the Dean of Students Office in Room #402 Theron Montgomery Building.
## 2019-2020

<table>
<thead>
<tr>
<th>Position</th>
<th>TBA</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>TBA</td>
<td><a href="mailto:sgapres@stu.jsu.edu">sgapres@stu.jsu.edu</a></td>
</tr>
<tr>
<td>Vice President of Student Senate</td>
<td>TBA</td>
<td><a href="mailto:sgavpss@stu.jsu.edu">sgavpss@stu.jsu.edu</a></td>
</tr>
<tr>
<td>Vice President of Organizational Affairs</td>
<td>TBA</td>
<td><a href="mailto:sgavpoa@stu.jsu.edu">sgavpoa@stu.jsu.edu</a></td>
</tr>
<tr>
<td>Vice President of Student Activities</td>
<td>TBA</td>
<td><a href="mailto:sgavpsa@stu.jsu.edu">sgavpsa@stu.jsu.edu</a></td>
</tr>
<tr>
<td>Vice President of Public Relations</td>
<td>TBA</td>
<td><a href="mailto:sgadop@stu.jsu.edu">sgadop@stu.jsu.edu</a></td>
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</tbody>
</table>

SGA Advisor: 256.782.5490
CONSTITUTION OF THE JACKSONVILLE STATE UNIVERSITY
STUDENT GOVERNMENT ASSOCIATION

Preamble
We, the students of Jacksonville State University, in order to take a responsible part in the decision-making processes of the university at large and in fulfillment of the right to participate in the governance of the University, and in recognition of the responsibilities inherent in such a right, do hereby set forth this Constitution of the Jacksonville State University Student Government Association. Furthermore, let it be known that the right to representation and participation in this government and its activities shall in no way be denied or restricted on the basis of field of study, group affiliation, religion, race, color, national origin, gender, sexual orientation, or disability. By the authority granted to us by the Board of Trustees and University President, do ordain and establish this Constitution for the students of Jacksonville State University.

Article I
Name of Organization

This government shall be known as the Jacksonville State University Student Government Association, hereafter referred to as the SGA.

Article II
Declaration of Purpose

The purpose of the SGA shall be:
1. To protect and defend the rights and responsibilities of the University to the students and the students to the University.
2. To represent and provide a sound democratic student government, to promote student interests in the decision-making processes of Jacksonville State University, and to foster a spirit of unity among students.
3. To present views and strive towards a better understanding between administration, faculty, and students.
4. To fulfill, to the best of our ability, the wants and needs of the entire student body.
5. To develop, coordinate, and execute activities and services for the benefit of the students.
6. To facilitate due process in an attempt to advance the academic and social standards of the University and awareness of the responsibilities inherent with membership in the University community and provide input for judicial procedures.
7. To provide the students with the means to vote for their representative officials through general elections.
8. To cultivate and maintain leadership among the students.

Article III
Membership and Benefits

Section 1. All registered students at Jacksonville State University are, upon enrollment, members of this organization. All members of this organization shall be subject to rules and regulations established herein and hereafter by this organization.

Section 2. Members shall have the right to vote in all elections held by the SGA.

Section 3. Members shall have the right to participate in all activities sponsored by the SGA.

Article IV
General Organization

Section 1. The SGA shall be composed of three branches: Executive, Legislative, and Judicial.
Article V
The Executive Branch

Section 1. All Executive power shall be vested in the Student Executive Board, which shall consist of the President, the Vice-President of Student Senate, the Vice-President of Student Activities, the Vice-President of Organizational Affairs, and the Vice President of Public Relations.

Section 2. The student Executive Board shall also consist of non-voting members, such as the Executive Assistants appointed by the President with the consent of the Senate, and other positions created by the President, with the consent of the Senate and the Dean of Students.

Section 3. The Student Executive Board shall carry out the intent of this Constitution, the Code of Laws, and resolutions adopted pursuant thereto.

Section 4. The SGA President shall be elected by a majority vote of the student body at a general election under the qualifications as described by statute. The SGA President shall have the following powers and duties:
1. To serve as the Chief Executive Officer of the SGA
2. To serve as the presiding and managing officer of the Executive Branch.
3. To serve as an ex-officio member of or send a representative to all committees and divisions of the Executive Branch
4. To recommend students to serve on University, Faculty, and Senate committees
5. To appoint a Presidential Cabinet for advisement at his/her discretion
6. To appoint executive assistants to aid in the performance of executive duties as needed
7. To remove from office, with approval of the Senate, any executive officer which he/she has appointed
8. To call and chair meetings of the Student Executive Board, Student Body, Student Senate, Student Activities Council, Organizations Council, or Joint Legislative Sessions of any of the aforementioned.
9. To form temporary executive committees when necessary to investigate problems in the executive level.
10. To meet regularly with the University President, Student Affairs staff, and faculty
11. To maintain an active seat on the President’s Council of Student Government Presidents across Alabama
12. To serve as an ex-officio member of the Board of Trustees in accordance with the Executive Order Number 23 from the Governor of the State of Alabama issued from October 29, 1971.
13. To review all Student Senate resolutions and proposals with the option of signing the resolution, withholding his/her signature, or vetoing the resolution in whole or in part.
14. To address the Student Senate not less than twice each semester as prescribed by statute.
15. To request interpretation of the Constitution or the Code of Laws by the Student Judiciary Advocate.

Section 5. The SGA Vice President of Student Senate shall serve as the president for the Student Senate and shall be elected by a majority of the student body voting at a general election under the qualifications as prescribed by statute. The SGA Vice President of Student Senate shall have the following powers and duties:
1. To recommend for approval, as described by law, officers such as the President Pro-Tempore, Clerk, and Parliamentarian for the Student Senate whose duties are prescribed by statute.
2. To appoint Senators to fill vacancies that may arise during the course of his/her term in office, provided that such appointments are confirmed by a majority approval of the Student Senate.
3. To call and preside over meetings of the Student Senate and to cast a vote only in order to break a tie.
4. To assume responsibility for execution of Senate procedure as outlined by statute.
5. To appoint with approval of the Student Senate, committee heads to each Senate standing committee.
6. To follow up on the intent of the Senate legislation and policy concern by meeting with university officials as deemed necessary.
7. To attend Student Executive Board meetings as called by the President.
8. To perform such duties as the President might request of him/her.
9. To execute the powers and duties of the SGA President in the event that office becomes vacant.
10. To organize a training session yearly for Student Senators and committee heads.
Section 6. The SGA Vice President of Student Activities shall serve as President of the Student Activities Council and shall be elected by a majority vote of the student body at a general election under the qualifications prescribed by statute. The SGA Vice President of Student Activities shall have the following powers and duties:
1. To appoint Student Activities chairpersons in conjunction with the consent of the Student Senate.
2. To call and preside over the meetings of the Student Activities Council.
3. To organize a training session for the Student Activities chairpersons.
4. To assume responsibility for all student activities sponsored by the SGA.
5. To attend Student Executive Board meetings as called by the President.
6. To assume responsibility for all Student Activities Council procedures.
7. To meet regularly with Student Affairs staff designed to work with the SGA and any other University officials when necessary to coordinate activities.
8. To perform such duties as the SGA President might request of him/her.

Section 7. The SGA Vice President of Organizational Affairs shall be elected by a majority vote of the student body at a general election under the qualifications as described by statute. The SGA Vice President of Organizational Affairs shall have the following powers and duties:
1. To maintain accurate records of budget expenditures and to ensure compliance with the approved annual budget.
2. To present a weekly report to the Student Executive Board on the status of Student Government accounts.
3. To present a monthly report to the Senate on the status of Student Government accounts, as prescribed by status.
4. To ensure that all allocations requests are processed in a timely manner.
5. To attend all Student Executive Board meetings as called by the President.
6. To ensure that all allocation regulations are in compliance.
7. To appoint an Organizational Affairs Head with the majority consent of the Student Senate.
8. To maintain an official record of recognized student organizations.
9. To work in accordance with the Dean of Students Office, which is responsible for all relations with University recognized organizations.
10. To assume all responsibility for all procedures of the Organizational Council.
11. To call and preside over the meetings of the Organizational Council.
12. To coordinate and review all bills and resolutions which come from the Organizational Council for Student Senate review.
13. To report all news announcements, events, and advertisements to the Vice President of Public Relations for inclusion on the SGA Calendar.
14. To advise the SGA Vice President of the Student Senate on all matters University recognized organizations.
15. To perform such duties as the SGA President might request of him/her.

Section 8. The Vice President of Public Relations shall be elected by a majority vote of the student body at a general election under the qualifications as described by statute. The Vice President of Public Relations shall have the following powers and duties:
1. To coordinate publicity for the SGA.
2. To design all printed materials, place all advertisements, and oversee all publicity for the SGA.
3. To work along with other members of the Executive Board and Student Activities Council Committee Chairpersons to develop publicity campaigns for programs and events.
4. To attend all Student Executive Board meetings as called by the President.
5. To perform such duties as the President might request of him/her.

Section 9. No person can serve in the Student Government Association Executive Board more than two consecutive years (2 full academic years) without approval from the Dean and Assistant Dean of Students
Article VI
Legislative Branch

Section 1. All legislative power shall be vested in the Student Senate.

Section 2. The Student Senate shall consist of elected members known as Senators.

Section 3. The Vice President of Student Senate shall be a member of the Senate and shall serve as the President of the Senate. The President of the Senate shall recommend to the Senate, for approval by majority vote, a Senator to serve as President Pro-Tempore.

Section 4. The selection of other officers and their duties shall be by statute.

Section 5. The Student Senate shall act in accordance with the process established by statute.

Section 6. A Presidential veto may be overridden by a two-thirds majority of the Student Senate.

Article VII
Judicial Branch

Section 1. The judicial branch shall be made up the Student Judiciary Advocate.

Section 2. The Student Judiciary Advocate shall not serve in any other SGA elected or appointed office.

Section 3. The Student Judiciary Advocate shall be appointed by the President and confirmed by the Student Senate.

Section 4. The Student Judiciary Advocate shall work in conjunction with the JSU Office of Community Standards and Student Ethics.

Section 5. The Student Judiciary Advocate shall serve as a student representative in cases involving student infractions.

Article VIII
General Provisions

Section 1. There shall be a council of student organizations, to be known as the Organizations Council. This council shall include the presidents, or such person as shall be appointed, of every student organization recognized by the Senate. The Council shall have the power to present bills to the Senate and other such powers as granted by statute.

Section 2. Every person, elected or appointed, and every organization under the jurisdiction of this Constitution shall meet and maintain all qualifications as prescribed by statute.

Section 3. Quorum, as defined by statute, must be determined before any action may be taken by any branch or agency of the SGA.

Section 4. Elections shall be held in a fair and timely manner as prescribed by statute.

Section 5. All meetings shall be conducted with decorum and in accordance with such rules of order as shall be established by statute, insofar as these rules do not conflict with this Constitution.
Section 6. Any holder of any office created by this Constitution or the Code of Laws may be eligible for impeachment for misfeasance, malfeasance, or nonfeasance while in office by such method as provided by the Code of Laws.

Section 7. The SGA President shall be succeeded by the Vice President of Student Senate. If the Vice President of the Student Senate (VPSS) is not able and (or) willing to be SGA President, then the Vice President of Student Activities (VPSA) shall proceed as SGA President. In the case that both VPSS and VPSA are not able and (or) willing to be SGA President the Vice President of Organizational Affairs (VPOA) shall proceed as SGA President. In the case that VPSS, VPSA, and the VPOA are not able and (or) willing to be SGA President the Vice President of Public Relations (VPPR) shall proceed as SGA President. In the case that all executive officers are not able and (or) willing to proceed as SGA President then a special election can be called by the Student Senate, with a two thirds constitutional majority vote. The election must take place two weeks from the date the special election was voted on. The special election process must not extend over two weeks.

Section 8.
1. The Vice President of the Student Senate shall be succeeded by the Senate Pro-Tempore. If the Senate Pro-Tempore is not able and (or) willing to be VPSS, the SGA President shall appoint a temporary VPSS until a special election is held. Appointments must be confirmed by the Student Senate.
2. The Vice President of the Student Activities shall be succeeded by the Vice President of the Student Activities Council. If the Vice President of the Student Activities Council is not able and (or) willing to be VPSA, the SGA President shall appoint a temporary VPSA until a special election is held. Appointments must be confirmed by the Student Senate.
3. The Vice President of Organizational Affairs shall be succeeded by the Senate Organizational Affairs Committee Head. If the Senate Organizational Affairs Committee Head is not able and (or) willing to be VPOA, the SGA President shall appoint a temporary VPOA until a special election is held. Appointments must be confirmed by the Student Senate.
4. The Vice President of Public Relations shall be succeeded by the Senate Publicity Committee Head. If the Senate Publicity Committee Head is not able and (or) willing to be VPPR, the SGA President shall appoint a temporary VPPR until a special election is held. Appointments must be confirmed by the Student Senate.

Article IX
Amending the Constitution

Section 1. Constitutional Amendments can be submitted only by Student Senators and Executive Board members.

Section 2. For a constitutional amendment to be adopted, it must:
1. Be approved by a two-thirds vote in the Student Senate.
2. Be approved by two-thirds of a student body vote (following Student Senate Approval).
Student Groups and Organizations

Jacksonville State University is open and inclusive of all Recognized Student Groups and welcomes ideas and proposals for new student groups or organizations. The Dean of Students Office is responsible for maintaining order of all Recognized Student Groups and therefore requires all groups and organizations to adhere to the following:

1. Groups/Organizations will be required to have a faculty/staff advisor at all times
2. Annual Paperwork will be submitted to the Assistant Dean of Students for Student Life (or Assistant Dean of Students for Fraternity and Sorority Life for IFC, NPHC, and Panhellenic Organizations)
   a. Group/Organization Rosters
   b. Chapter Leadership Updates
   c. Advisor Contact Information
   d. Additional paperwork/requirements are required for IFC, NPHC, and Panhellenic Organizations:
      i. Chapters will submit a roster update form any time membership is extended, withdrawn, or resigned
      ii. At least one advisor will attend advisor certification training annually
      iii. New members/aspirants will attend a new member/aspirant orientation each semester
      iv. Hazing compliance forms will be submitted to the Assistant Dean of Students for Fraternity and Sorority Life each semester
      v. All chapters will submit a new member/aspirant education plan approved by their Inter/National Office
      vi. Chapter members and/or leadership will attend risk reduction training as offered by the Dean of Students Office
      vii. Chapters will abide by policies set forth by their respective councils and their Inter/National Organization
3. Adhere to the JSU Student Code of Conduct and all JSU policies at all times
4. Members of group/organization shall attend annual student organization leadership training sponsored by the Dean of Students Office
5. Provide notice and details to the Dean of Student Office within twenty-four (24) hours of receiving notice of any investigation, sanction, probation, discipline, or misconduct related to issues involving the organization or any of its members and the inter/national organization, if a national affiliation exists

Failure to adhere to the before mentioned requirements could result in removal of recognized status by the University

Special Interest Groups

Active Minds at JSU
To promote awareness and education to remove the stigma that surrounds Mental illness and to create an environment for discussion.
Advisor: Linda Shelton, Counseling Services, 256-782-5954
E-Mail: lshelton@jsu.edu

American Enterprise Institute
To promote campus dialogue surrounding free enterprise and American leadership; to work with other organizations to educate our campus about issues of public policy
Advisor: Timothy Barnett, Political Science & Public Admin, 256-782-5653
E-mail: tbarnett@jsu.edu
American Institute of Graphic Arts (AIGA)
To promote student involvement in the local design community, create a community of their own and help build leadership and valuable design skills applicable to the professional world.
Advisor: Christian Dunn, Art, 256-782-5622
E-mail: cdunn@jsu.edu

Ballroom Dance Club
To inspire a love of dance at JSU.
Advisor: Richard Kania, Criminal Justice, 256-782-5339
E-mail: rkania@jsu.edu

Beta Alpha Psi
To promote the study of account, finance, and information systems. The primary objective of Beta Alpha Psi is to encourage and give recognition of scholastic and professional excellence in the business information field.
Advisor: Taleah Collum, Accounting, 256-782-8418
E-mail: tcollum@jsu.edu
Advisor: Julie Staples, Accounting, 256-782-5795
Email: jstaples@jsu.edu

Black Male Initiative
Increase graduation rates and retention, provide students with resources to achieve educational goals, develop a professional network of African American professionals, enhance the overall perception of African American students. The organization will foster an environment where students feel safe and welcome to express themselves.
Advisor: Tyrone Smiley, University Housing, 256-782-5860
E-mail: tsmiley@jsu.edu

Born with a Microphone
To enhance leadership skills and promote community skills. Advisor: Vicki Trammell, Teacher Service Center, 256-782-5292
E-mail: vtrammel@jsu.edu

Campus Group
To create an environment where students can know God, find freedom, discover their God given purpose, and make a difference in their communities and on their campus.
Advisor: J.R. Sandlin, Athletics-Football, 256-782-5372
E-mail: jrsandlin@jsu.edu

Circle K International
Promote community service, leadership and fellowship among members of the JSU community.
Advisor: Sarah Moersch, English Department, 256-782-5498
E-mail: moersch@jsu.edu

Cock Flock
To encourage school and alumni spirit and participation at athletic events.
Advisor: R.J. Conroy, Athletic Department, 256-782-8386
E-mail: rconroy@jsu.edu

College Democrats
Encourages participation in the Democratic Party.
Advisor: Paul Hathaway, Political Science, 256-782-5652
E-mail: phathaway@jsu.edu
College Republicans
Encourages participation in the Republican Party.
Advisor: Dr. William Lester, Political Science, 256-782-5692
E-mail: wlester@jsu.edu

Collegiate Music Educators
Promotes the professional and artistic development of music teachers through professional conferences, in-service meetings, and events; supports the JSU Department of Music.
Advisor: Renee Baptiste, Music, 256-782-5873
E-mail: baptiste@jsu.edu

Collegiate Recovery Community
Offer students in recovery a total college experience.
Advisor: Len McCauley, Counseling Services, 256-782-5475
E-mail: lmccauleyr@jsu.edu

Criminal Analysis Club
To create a community that promotes interest in the criminal mind by studying the behavior of killers.
Advisor: Walter Haney, Criminal Justice, 256-782-5483
E-mail: whaney1@jsu.edu

Crossfit Thelo
To promote elite fitness in Jacksonville, Alabama
Advisor: Gena Thornburg, Curriculum and Instruction, 256-782-5081
E-mail: gthornburg@jsu.edu

Delta Chi Fraternity
To promote campus involvement, recruit and cultivate student leadership and to excel academically.
Advisor: Todd Garrison, Athletics, 256-782-5747
E-mail: agarrison@jsu.edu

Delta Sigma Pi
To help students transition from the college environment into successful business careers. Activities include professional development, community service, fundraising and interaction with business professionals. Available to all students either planning to major in business or have already declared a business major.
Advisor: John Sneed, Accounting, 256-782-5772
E-mail: jsneed@jsu.edu

Delta Zeta Sorority
To promote, inspire and nurture enduring friendship and personal development. Delta Zeta enriches the lives of women by fostering leadership skills, philanthropic activism and community involvement.
Advisor: Kelly Murray, Teacher Service Center, 256-782-5504
E-mail: kamurray@jsu.edu

Dietetic and Culinary/Hospitality Student Association
Promotes community and fundraising projects
Advisor: Tim Roberts, Family and Consumer Sciences, 256-782-5870
E-mail: wroberts@jsu.edu

E.A.R.T.H. Club
To raise awareness of abuse inflicted upon our planet and to promote recycling.
Advisor: James Rayburn, Biology, 256-782-5803
E-mail: rayburn@jsu.edu
ENACTUS
A community of student, academic and business leaders committed to using the power of entrepreneurial action to transform lives and shape a better, more sustainable world.
Advisor: William Hankins, Economics, 256-782-5392
E-mail: whankins@jsu.edu

Engage JSU
A Christian organization that seeks to worship Christ and foster Christian relationships and serve the campus and community.
Advisor: Brent Cunningham, Management & Marketing, 256-782-5785
E-mail: brentc@jsu.edu

F.A.C.T.S. (Focus Achieve Create Thrive Succeed)
Promotes the idea of success while embracing individual aspirations; gives students the opportunity to express themselves without pressure to conform
Advisor: LeMarques McClide, University Housing, 256-782-7706
E-mail: lmcliffe@jsu.edu

FCS Association
To unify the concentration within Family and Consumer Sciences into a student chapter of the American Association of Family and Consumer Sciences (AAFCS)
Advisor: Robbie Boggs, Family and Consumer Sciences, 256-782-5056
E-mail: rboggs@jsu.edu

Forever Young Modeling Troupe
To promote fashion and help build confidence
Advisor: Earl Warren, University Advancement, 256-782-5608
E-mail: ewarren@jsu.edu

Freshman Forum
Provides freshmen an opportunity to become more involved in the SGA; must be an in-coming freshman who has shown campus involvement in high school and is committed to pursuing that commitment in college
Advisor: Keaton Glass, Dean of Students Office, 256-782-5493
E-mail: kglass@stu.jsu.edu

Futbol Club
The soccer club aims for the growth of soccer in the JSU community. Also, giving another chance for the JSU community to continue playing soccer at a competitive level.
Advisor: Tom Anderson, Kinesiology, 256-782-5519

Geography Club
To promote volunteer work for the community, exercise environmental stewardship, and participate in geography related trips
Advisor: Vicki Tinnon, Geography Department, 256-782-5216
E-mail: vtbrock@jsu.edu

Get Cultured
To promote different cultures on campus from around the world.
Advisor: Lenn Rainwater, Management & Marketing, 256-782-3763
E-mail: lrainwater@jsu.edu

Graduate Student Organization
To offer a place of interaction, involvement, and enhancement of graduate students and their experience at JSU. This organization is dedicated to offering support to all graduate students enrolled at JSU.
Advisor: Andrea Porter, Graduate Studies, 256-782-5353
E-mail: apporter@jsu.edu
Graduate Student Organization for Applied Behavior Analysis
The mission of the Graduate Student Organization for Applied Behavior Analysis (GSO-ABA) is to promote enriching professional and social experiences for graduate students in the psychology department. The GSO-ABA aims to foster a cohesive network between cohorts within the graduate psychology program by creating opportunities for members to attend local and international conferences, to help network within the field, volunteer, help to spread understanding and evaluate and implement behavioral practices.
Advisor: Jennifer Bruzek, Psychology Department, 256-782-8125
E-mail: jbruzek@jsu.edu

Her Campus at JAX State
To empower women.
Advisor: Carrie Colton, Drama Department, 256-782-5635
E-mail: ecolton@jsu.edu

History Club
To encourage further learning and understanding of our nation's great history.
Advisor: Llewellyn Cook, History, 256-782-8309
E-mail: lcook@jsu.edu

Honor’s Program
To engage students intellectually, as well as, promote an attitude of giving back to the community through service projects and involvement in Honors classes.
Advisor: Lori Owens, Honors Program, 256-782-5640
E-mail: ljoewns@jsu.edu

HOPE Women’s Services (Help, Options & Pregnancy Education) – Formerly Sav-A-Life
To promote hope for students in a non-planned pregnancy and encourage life for the unborn. Counseling is offered for anyone in a pregnancy crisis situation or think they may be pregnant. Also, counseling provided for anyone that has had an abortion. We promote abstinence and we are pro-life.
Advisor: Kay Coger, Teacher Service Center, 256-782-5574
E-mail: kCoger@jsu.edu

Interfraternity Council
Association of nationally recognized fraternities which functions as the governing body and the Greek voice for JSU fraternities.
Advisor: Josh Robinson, Dean of Students Office, 256-78-5491
E-mail: jrobinson@jsu.edu

International Association of Emergency Managers JSU Student Chapter
The mission of IAEM is to serve its members by providing information, networking, and professional opportunities, and to advance the emergency management profession. The student chapter of IAEM welcomes students from all disciplines at JSU. Membership of the student chapter is free if you are a member of IAEM in good standing (student or individual).
Advisor: Tanver Islam, Emergency Management, 256-782-5938
E-mail: tislam@jsu.edu

International Student Organization (ISO)
To foster a cultural understanding and sharing between the international students and increase international student ties with the local community.
Advisor: Stephanie Marmion-Smith, International House, 256-782-5303
E-mail: smarmionsmith@jsu.edu
**International Kappa Pi Iota Alpha Honorary Art Fraternity**
To assist the Art Department with exhibitions, raise money for scholarships, sponsor museum trips, and raise awareness of the arts in the community.
Advisor: Jauneth Skinner, Art, 256-782-5626
E-mail: jaunethk@jsu.edu

**Ironclad Gaming**
To teach the mechanics of the gaming system, basic role-playing, socializing and enjoying the gaming experience
Advisor: Tanya Sasser, English, 256-782-5412
E-mail: tsasser@jsu.edu

**Jacksonville Association of Nursing Students**
Promoting a positive image of nursing throughout the local, state, and national level
Advisor: Melissa Duckett, Department of Nursing
E-mail: mduckett@jsu.edu
Advisor: Oyetunji Akisanya, Department of Nursing
E-mail: akisanya@jsu.edu

**JSU Book Club**
To bring together people who enjoy reading and to facilitate conversation each month about the chosen book.
Advisor: Karlie Johnson, Library, 256-782-5253
E-mail: kljohnson@jsu.edu

**JSU Botanical Society**
To connect JSU students and faculty with the national world through education in botanical and cultivation subjects
Advisor: Jimmy Triplett, Biology, 256-782-5215
E-mail: jtriplett@jsu.edu

**JSU Chess**
To promote and play the game of chess for all skill levels.
Advisor: Robert Cochran, Math and Computer Science, 256-782-5722
E-mail: rlcochran@jsu.edu

**JSU Cycling**
To encourage recreational riding as well as promoting students to attend local community cycling events.
Advisor: Lori Galloway Cochran, Kinesiology Department, 256-782-8279
E-mail: lgalloway@jsu.edu

**JSU esports**
To promote healthy competition between gamers and represent JSU in collegiate events. The organization would like to provide an opportunity for students to gain teamwork skills while playing in an online environment.
Advisor: Jan Case, MCIS, 256-782-5119
E-mail: jcase@jsu.edu

**JSU Fan Club (Fandon Association Network)**
To unite all nerds who have a passion for anime, video games, shows, books, and comics
Advisor: Llewellyn Cook, History, 256-782-5632
E-mail: lcook@jsu.edu

**JSU Fishing Team (formerly JSU Bass Sports Club)**
To provide opportunities for participating in competitive bass fishing at a collegiate level.
Advisor: Dominic DiMauro, University Recreation, 256-782-8680
E-mail: ddimauro@jsu.edu
**JSU Judo Jujitsu**
To strive toward a harmonious development of the human character
Advisor: Larry Beard, Curriculum and Instruction, 256-782-5078
E-mail: lbeard@jsu.edu

**JSU Math Club**
To promote the interest of mathematics among students
Advisor: David Dempsey, MCIS, 256-782-5124
E-mail: ddempsey@jsu.edu

**JSU Model Arab League-Geography**
To learn more about the Arab world, to develop skills in parliamentary debate and to participate in the
Southeast Model Arab League sessions in the spring semester
Advisor: Dr. L. J. Morgan, Geography, 256-782-5216
E-mail: ljmorgan@jsu.edu

**JSU Potter’s Guild**
To bring in visiting artists from around the county to give lectures and demonstrations for the Jacksonville
community at JSU ceramics studio
Advisor: John Oles, Art, 256-782-5708
E-mail: joles@jsu.edu

**JSU Rugby RFC**
To promote teamwork, build character, and raise morale through playing rugby
Advisor: Chris Westley, Finance, Economics & Accounting, 256-782-5392
E-mail: cwestley@jsu.edu

**JSU Students for Equality**
To promote diversity and inclusion for individuals of all sexualities and genders as well as other historically
marginalized groups; Our goal is to help retain and recruit these students while enhancing their experiences
through cultural programming, workshops, support groups, education and social events.
Advisor: Tina Deshotels, Sociology, 256-782-5350
E-mail: tdeshotels@jsu.edu

**JSU Ultimate Frisbee**
To encourage and teach teamwork; to be competitive; to become physically fit and have fun
Advisor: Tom Anderson, Kinesiology, 256-782-5519
E-mail: tnanderson@jsu.edu

**JSU Wargaming**
To foster a community of players, hobbyist, and fans of wargaming. To encourage and introduce people to
the hobby and nurture a sense of friendly competition.
Advisor: Benjamin Gross, Political Science, 256-782-5651
E-mail: bgross@jsu.edu

**Kappa Mu Epsilon (Mathematics Honor Society)**
To promote the interest of mathematics among undergraduate students and to recognize students who have
attained academic distinction in mathematics.
Advisor: David Dempsey, MCIS, 256-782-5124
E-mail: ddempsey@jsu.edu

**Kingdom Culture (formerly L.E.A.D)**
Promote striving for excellence in all areas of life
Advisor: Rochelle Smith, Residence Life, 256-782-5122
E-mail: rdsmith@jsu.edu

**Lambda Alpha Epsilon/ASO**
To prepare and promote criminal justice majors or minors for Regional and National competitions
Advisor: Randall Wood, Criminal Justice, 256-782-5340
E-mail: rwood@jsu.edu
**Level Up**
To provide a general understanding and interest of electronic gaming of the past, present and future
Advisor: David Thornton, Computer Science, 256-782-5359
E-mail: thornton@jsu.edu

**Mandarin Club**
To promote the understanding of authentic Chinese culture.
Advisor: David Myers, English Department, 256-782-5464
E-mail: dmeyers@jsu.edu

**Men’s Rugby Club**
To help members excel in the sport of Rugby and academics.
Advisor: Windon Edge, Nursing Department, 256-782-8520
E-mail: wedge@jsu.edu

**Model United Nations**
To provide a way for students with an interest in international relations to learn new skills
Advisor: Lori Owens, Academic Services, 256-782-8269
E-mail: ljowens@jsu.edu

**Muslim Student Association**
To promote and encourage an educational and informative outlook on Islam.
Advisor: Safaa Al Hamdani, Biology Department, 256-782-5801
E-mail: sah@jsu.edu

**National Association for the Advancement of Colored People-NAACP**
An outlet devoted to school involvement and community service
Advisor: Debbie Taylor, Dean of Students Office, 256-782-5490
E-mail: dbtaylor@jsu.edu

**National-Pan-Hellenic Council (NPHC)**
Association of nationally recognized, traditionally African-American sororities and fraternities which functions as the governing body and Greek voice for JSU’s traditionally African-American sororities and fraternities
Advisor: Josh Robinson, Dean of Students Office, 256-782-8492
E-mail: jrobinson6@jsu.edu

**National Society of Collegiate Scholars**
NSCS is an honor organization that recognizes and elevates high achievers. NSCS provides career and graduate school connections, leadership and service opportunities. NSCS members are deeply committed to scholarship, leadership and service. As a result, they are impacting their campus and local communities every day.
Advisor: A. Michelle Green, Academic Advisement, 256-782-8303
E-mail: amgreen@jsu.edu

**Nurses Christian Fellowship (NCF)**
Advisor: Karen Scroggin, Department of Nursing, 256-782-8163
E-mail: kscroggin@jsu.edu

**Nursing Ambassadors**
JSU Nursing Ambassadors serve as official representatives of the Department of Nursing at University functions, departmental functions, serve as members of the Student Involvement Committee, and assist in recruiting activities.
Advisor: Betsy Gulledge, Department of Nursing, 256-782-8129
E-mail: gulledge@jsu.edu
**Open Horizon JSU**
To promote enjoyable activities without the use of alcohol and drugs and provide open form
discussions/education regarding these issues. Open Horizons will provide services to the community and
JSU to promote a substance free environment and safe recreational activities for students.
Advisor: Charlotte Reaves, Counseling and Testing, 256-782-8166
E-mail: careaves@jsu.edu

**Outdoor Adventure Club**
The club would like to offer Jacksonville State University students the opportunity to try various outdoor
activities and learn outdoor skills.
Advisor: Tom Anderson, HPER, 256-782-5519
E-mail: tmanderson@jsu.edu

**PanHellenic Council**
Association of nationally recognized sororities which functions as the governing body and the Greek voice
for JSU sororities
Advisor: Josh Robinson, Dean of Students Office, 256-782-8492
E-mail: jrobinson6@jsu.edu

**Phi Beta Sigma Fraternity, Inc. (Pi Kappa Chapter)**
To become the leading proactive community service organization focusing on issues and strategies that
positively impact young males and our communities.
Advisor: Michelle Green, Academic Advisement, 256-782-8303
E-mail: amgreen@jsu.edu

**Peer Educators**
To inform students of important topics surrounding mental, physical and emotional health.
Advisor: Julie Nix, Counseling Department, 56-782-5475
E-mail: jnix@jsu.edu

**Phi Mu**
Phi Mu is a women’s organization which provides personal and academic development, service to others,
commitment to excellence and lifelong friendship through a shared tradition. Phi Mu promotes vibrant living,
encouraging members to achieve their personal best.
Advisor: Jennifer Wood, Academic Advisement, 256-782-8303
E-mail: jwood@jsu.edu

**Phi Mu Alpha Sinfonia**
For the development and advancement of music
Advisor: Legare McIntosh, Music, 256-782-5560
E-mail: mcintosh@jsu.edu

**Pi Kappa Phi Fraternity**
Redefining fraternity by molding men into successful leaders and better citizens.
Advisor: Dean Buttram, Criminal Justice, 256-782-8179
E-mail: dbuttram@jsu.edu

**Political Science Model Arab League**
To introduce students to all aspects of life in the Arab world while debating critical issues in an official
format
Advisor: Lori Owens, Academic Services, 256-782-8269
E-mail: ljowens@jsu.edu

**Pre-Law Society**
To create a comfortable atmosphere for students to learn the process of pursuing law school
Advisor: Lori Owens, Academic Services, 256-782-5106
E-mail: ljowens@jsu.edu
**Pre-vet Club**  
This organization will provide pre-vet students with various opportunities to learn more about the field of veterinary medicine, while also benefitting the community around us.  
Advisor: Jimmy Triplett, Biology Department, 256-782-5215  
E-mail: jtriplett@jsu.edu

**Public Relations Student Society of America**  
To enhance the education of students and broaden their professional network and launch careers.  
Advisor: Breann Murphy, Communication, 256-782-5389  
E-mail: bmurphy5@jsu.edu

**Residence Hall Association**  
Provide a voice and address the concerns of residents living in JSU residence halls and apartments  
Advisor: Travis Smith, Residence Life, 256-782-8135  
E-mail: tsmith@jsu.edu

**Robotics Club**  
To foster student interest in engineering and robotics fields by designing and creating various projects to be used in different applications. To aid students in designing and troubleshooting various projects using the knowledge and expertise of fellow students and faculty. To compete in engineering and robotics competitions and challenges.  
Advisor: Teje Sult, Applied Engineering, 256-782-8437  
E-mail: tsult@jsu.edu

**ROTC (Gamecock Battalion)**  
The JSU ROTC courses taught instill invaluable leadership and critical thinking skills that are necessary in leading, managing, and motivating people; the kind of leadership experience that will be very attractive for civilian agencies.  
Advisor: Sydnee Scott, ROTC, 256-625-9840  
E-mail: skscott@jsu.edu  
Advisor: Austin Bragg, ROTC, 256-782-8029  
Email: ambragg@jsu.edu

**School of Education Ambassadors**  
To establish a leadership team among SOE candidates in order to elevate their voices in recruitment and retention activities in different academic fields and/or professions.  
Advisor: Janet Bavonese, Curriculum & Instruction, 256-782-5091  
E-mail: jbavonese@jsu.edu

**Scuba Club**  
To promote and share knowledge of scuba diving.  
Advisors: George Cline and James Rayburn, Biology Department, 256-782-5798  
E-mail: gcline@jsu.edu

**Secular Student Alliance at Jacksonville State University**  
SSAJSU will empower secular students to proudly express their identity, build welcoming communities, lead meaningful and fulfilling lives, and provide visionary leadership committed to humanistic ideals and critical inquiry.  
Advisor: Stephen Tsikalas, Physical and Earth Science, 256-782-8129  
E-mail: dlambert@jsu.edu

**Sigma Alpha Epsilon**  
The fraternity’s mission is advancing the highest standards of friendship, scholarship, leadership, and service for our members throughout life.  
Advisor: David Beegle, Research and Planning, 256-782-5741  
E-mail: beegle@jsu.edu
**Sigma Alpha Omega**  
To assemble Christian women in Christ centered sorority to glorify God by reaching women across the world. A sisterhood that equips women to grow in their relationships with Christ though unity and service.  
Advisor: Betsy Gulledge, School of Health Professions & Wellness, 256-782-8129  
E-mail: gulledge@jsu.edu

**Sigma Alpha Pi (formerly the National Society of Leadership and Success)**  
Provides experiential learning to help promote leadership, personal development, academically and professionally  
Advisor: Erin Rider, Sociology, 256-782-8477  
E-mail: erider@jsu.edu

**Sigma Gamma Rho Sorority, Inc.**  
The mission of Sigma Gamma Rho is to enhance the quality of life for women. The ultimate goal is to achieve greater progress in areas of education.  
Advisor: Daniel Mertens, Management & Mktg, 256-782-5770  
E-mail: dmertens@jsu.edu

**Sigma Nu-Iota Lambda Chapter**  
To instill the proper knowledge, skills and values needed into college age men in order to succeed in their academic careers and beyond.  
Advisor: Paul Hathaway, Political Science, 256-782-5652  
E-mail: phathaway@jsu.edu

**Sociology Club**  
To promote professional, intellectual and personal growth; to encourage community consciousness by sponsoring activities and interest for students to promote the ideas of services and scholarship through the discipline of sociology.  
Advisor: Tina Deshotels, Sociology, 256-782-5350  
E-mail: tdeshotels@jsu.edu

**S.O.S. (Sharing Our Success)**  
Helping students achieve goals as well as academic, social and professional aspirations  
Advisor: Earl Warren, University Development, 256-782-5608  
E-mail: ewarren@jsu.edu

**Spanish Club**  
To practice and socialize in Spanish, learn about its culture, and reach the community by participating in community events  
Advisor: Alexandra Martinez, History & Foreign Languages, 256-782-5632  
E-mail: amartinez2@jsu.edu

**Student Accounting Association (SAA)**  
The Student Accounting Association (SAA) is a student group for accounting majors or any student in the accounting field. The purpose of SAA is to provide opportunities for students to learn more about the accounting profession, develop leadership skills, prepare for their careers, and serve the local community. Activities include guest speakers, hands-on workshops, the annual accounting banquet, and service projects.  
Advisor: Julie Staples, Accounting, 256-782-5796  
Email: jstaples@jsu.edu  
Advisor: Jeff Zanzig, Accounting, 256-782-5782  
E-mail: jzanzig@jsu.edu

**Student Alabama Education Association**  
To support education in the local schools and JSU  
Advisor: Kyoko Johns, Curriculum and Instruction, 256-782-5767  
E-mail: kjohns@jsu.edu
**Student Athletic Advisory Committee**
Provide a link of communication between JSU student athletes and athletic department administration and to provide a support system for student athlete life.
Advisor: Hunter Waldron, Compliance, 256-782-8840
E-mail: hwaldron@jsu.edu

**Students Alumni Association**
JSU Alumni are ready to assist and prepare students for jobs after college.
Advisor: Allen Renfroe, Alumni Relations, 256-782-8256
E-mail: arenfroe@jsu.edu

**Student Government Association (SGA)**
Promote the welfare of the student community by providing an avenue for student expression, social activities and student services. All enrolled students are members.
Advisor: Debbie Taylor, Dean of Students Office, 256-782-5491
E-mail: dbtaylor@jsu.edu

**Student Veterans of America (SVA)**
Provides military-connected students with the resources, support, and advocacy Needed to succeed in higher education.
Advisor: Tashua Dennis, Veteran Services, 256-782-8840
Email: tbdennis@jsu.edu

**Tabletop and Card Game Club**
To provide a fun environment for all tabletop game
Advisor: David Thornton, MCIS, 256-782-5359
E-mail: thorton@jsu.edu

**Tau Delta Phi**
To encourage academic excellence, foster good moral decisions and enhance the ideals of brotherhood through the holistic development of its undergraduates.
Advisor: David Myer, English, 256-782-5464
E-mail: dmyer@jsu.edu

**Tau Sigma Honor Society (Transfer Students)**
To promote involvement for transfer students through social, academic, and philanthropic activities.
Advisor: Roxanne Bailey, Admissions Office, 256-453-1862
E-mail: rbailey@jsu.edu

**The Choice: A Mental Health Initiative**
Strives to promote different avenues and information for anyone seeking professional assistance for psychological disorders while also promoting global awareness on the positive benefits of psychology.
Advisor: Paul Hathaway, Political Science, 256-5652
E-mail: phathaway@jsu.edu

**The Tocqueville Society**
The Tocqueville Society seeks to facilitate discussion and critical reflection among the student body regarding topics that lie at the intersection of politics and culture.
Advisor: Ben Gross, Political Science, 256-782-5651
E-mail: bgross@jsu.edu

**Women’s Issues, Support and Empowerment (W.I.S.E)**
Through education and activism we seek to connect individuals with solutions to the problems we face in order to create a more balance world where women’s issues are addressed. Women are supported in their endeavors, and empowered to make changes in their lives and ultimately society.
Advisor: Tina Deshotels, Sociology, 256-782-5350
E-mail: tdeshotels@jsu.edu
Writer’s Club
An artistic outlet that encourages writers to find their talent in a specific genre and to improve writing skills
Advisor: Douglas O’Keefe, English, 256-782-5549
E-mail: dokeefe@jsu.edu

Young Americans for Liberty
The promotion of free markets and personal liberty.
Advisor: Paul Beezley, History Department, 256-782-5387
E-mail: cwestley@jsu.edu

Young People Revolution (Y.P.R.)
Creating and equipping the next generation of young leaders with professional skills to be successful
Advisor: Ed Lett, Athletics, 256-782-8101
E-mail: elett@jsu.edu

Zeta Phi Beta Sorority, Inc.
To strive for excellence and uphold the highest academic ideals and perpetual service to mankind and community. To promote helping others excel through mind, body, and spirit and to empower others.
Advisor: Morgan Ingram, University Housing, 256-782-5871
E-mail: mlingram@jsu.edu

Zeta Phi Eta, Inc.
To provide students a place to collaborate; help other student organizations grow through public relations and the communication fields.
Advisor: Patrick McGrail, Communication, 256-782-8512
E-mail: jmgrail@jsu.edu

Zeta Tau Alpha
Founded at Jacksonville State University in 1969. The organization’s philanthropy is Breast Cancer Education and Awareness. As a group we are striving daily to work hard, become leaders, and excel scholastically. The sisters of Zeta Tau Alpha live by the principle of “Love, the greatest of all things.”
Advisor: Andrea Porter, Graduate Studies, 256-782-5353
E-mail: aporter@jsu.edu

Athletic Support Groups

Southerners and Marching Ballerinas
Performs for half-time entertainment at JSU football games as well as various band competitions, festivals, and parades.
Advisor: Ken Bodiford, Music, 256-782-5175
E-mail: kbodiford@jsu.edu
Assistant: Clint Gillespie, Music, 256-782-5630
E-mail: cgillesp@jsu.edu

Student Athletic Advisory Committee
The mission of the Student-Athlete Advisory Committee at JSU is to provide a link of communication between JSU student-athletes and athletic department administration and to provide a support system for student athlete life.
Advisor: Hunter Waldron, Compliance, 256-782-5536
E-mail: hwaldrong@jsu.edu
Service Groups

Ambassadors
Serves as official representative at events hosted by JSU such as graduation, presidential functions, board meetings, career fairs, and preview days. Accompany admission counselors to area high schools for recruitment and assist with on-campus recruiting events.
Advisor: Tracy Phillips, Admissions, 782-5260
E-mail: info@jsu.edu

Circle K International
Promoting community service, leadership and fellowship among members of the JSU community
Advisor: Department of Nursing

Gamecock Orientation
Assists new students during orientation and throughout their first year at JSU Requirements include: sophomore status, 2.25 overall GPA and selection through an interview process
Advisor: Terry Casey, Dean of Students Office, 256-782-5491
E-mail: tcasey@jsu.edu

JSU Peer Educators
The JSU Peer Educators take the initiative to offer leadership to their peers on certain issues. Their number one goal is to create a more positive and healthy campus environment.
Advisor: Julie Nix, Counseling Services, 256-782-5815
E-mail: jnix@jsu.edu

Wesley Foundation
Providing an alternative community for students to hang out, study, ask questions; a place to belong, explore their spirituality and serve God.
Advisor: Jay Robertson, 256-435-2208
E-mail: jay@jsuwesley.org

Media

Chanticleer (JSU Newspaper)
Informs and entertains JSU students, faculty/staff and administration about campus events and important regional and national news. Provides a public forum for the expression of different opinions.
Advisor: Mike Stedham, Communication, 256-782-5713
E-mail: mstedham@jsu.edu

Mimosa (JSU Yearbook)
Serves as a memory book, a history book, a reference book and a recruiting tool for JSU students, faculty/staff, and administration.
Advisor: Buffy Lockette, Public Relations, 256-782-8156
E-mail: blockette@jsu.edu

The Odyssey Online
Providing perspectives of the new generation by democratizing content, giving people the opportunity to share what is most important to them and their communities through writing, videography, and photography. Enriching everyone with broader, more honest perspectives on topics they care about.
Advisor: Teresa Reed, English Department, 256-782-5456
WLJS Radio Station (92.1)
Provides the university and surrounding communities with news and information, music, public affairs, sports programming, and information about campus activities; the 3000-watt FM radio station licensed to the Board of Trustees of Jacksonville State University provides hands-on experience for students who are interested in making broadcasting a career and serves as a laboratory for radio production class.
Advisor: Mike Stedham, Communication, 256-782-5713
E-mail: mstedham@jsu.edu

Honor Societies

Alpha Kappa Delta (Sociology)
Recognizes outstanding students in the area of sociology; open to junior and senior sociology major with 3.0+ GPA in sociology at JSU; completed four courses in sociology, and elected by faculty.
Advisor: Tina Deshotels, Sociology, 256-782-5350
E-mail: tdeshotels@jsu.edu

Alpha Mu Alpha Membership
The American Marketing Association (AMA) designed the Alpha Mu Alpha recognition program to acknowledge outstanding scholastic achievement on a highly competitive basis. Membership status in Alpha Mu Alpha is available to individuals who attend a college or university having an established AMA collegiate chapter, and/or who attend a regionally or nationally accredited institution. The appropriate faculty advisor nominates marketing students in the semester of their graduation who met the following academic standards: graduating senior, marketing major and/or member of AMA collegiate chapter, minimum overall GPA of 3.25.
Advisor: Dr. Coco Huang 256-782-5503
Email: jhuang@jsu.edu

Alpha Phi Sigma (Criminal Justice)
To recognize and promote academic excellence among students engaged in collegiate preparation for professional service in the field of criminal justice.
Advisor: H. Dean Buttram, Criminal Justice, 256-782-8179
E-mail: dbuttram@jsu.edu

Beta Beta Beta Biology Honors Society
To encourage academic excellence in the field of biology as well as promoting research in biology.
Advisor: Michael Burns, Biology, 256-782-5036
E-mail: mburns3@jsu.edu

Beta Gamma Sigma
Membership in Beta Gamma Sigma is the highest recognition a business student anywhere in the world can receive in an undergraduate or master’s program at a school accredited by AACSB International – The Association to Advance Collegiate Schools of Business. Each Spring, only the top 10% of all students in the JSU School of Business & Industry are invited to become a lifetime member of Beta Gamma Sigma.
Advisor: Keith Lowe, Statistics, 256-782-5506
E-mail: klowe@jsu.edu

Chi Sigma Iota (Counseling)
Promotes scholarship, research, professionalism, and excellence in counseling
Advisor: Jerry Kiser, Educational Resources, 256-782-5855
E-mail: jkiser@jsu.edu
**Honors Program**

To provide academically gifted students with an enriched educational experience in a diverse range of courses

Advisor: Lori Owens, Honors Program, 256-782-5640
E-mail: ljowens@jsu.edu

**JSU Psi Chi Chapter**

Psi Chi is an international honor society whose purpose shall be to encourage, stimulate, and maintain excellence in scholarship of the individual members in all fields, particularly in psychology, and to advance the science of psychology.

Advisor: Heidi Dempsey, Psychology, 256-782-5895
E-mail: hdempsey@jsu.edu

**Kappa Mu Epsilon (Mathematics)**

To promote the interest of mathematics among undergraduate students and to recognize students who have attained academic distinction in mathematics.

Advisor: David Dempsey, MCIS, 256-782-5124
E-mail: ddempsey@jsu.edu

**Kappa Pi Iota Alpha (International Art Honor Society)**

Kappa Pi aims to help students develop professionally and socially within the local art community and their specific area of art.

Advisor: Jauneth Skinner, Art Department, 256-782-5626
E-mail: jauneths@jsu.edu

**Lambda Alpha Epsilon (Alpha Sigma Omega)**

To promote Education in the Criminal Justice field.

Advisor: Brian Patton, Criminal Justice, 256-782-8126
E-mail: bpatton@jsu.edu

**National Society of Collegiate Scholars**

The NSCS is an honors organization that recognizes and elevates high achievers. The NSCS provides career and graduate school connections, leadership and service opportunities and gives out a million dollars in scholarships annually. The members are deeply committed to scholarship, leadership and service and as a result, are impacting their campus and local communities every day.

Advisor: A. Michelle Green, Academic Advisement, 256-782-8303
E-mail: amgreen@jsu.edu

**Omicron Delta Epsilon (ODE)**

An international honor society in the field of economics that recognizes scholastic achievement in economic studies and fosters a closer academic relationship with faculty at JSU. Qualifying graduating seniors are contacted each semester and invited to join.

Advisor: Shawn Carter, Economics, 256-782-5799
E-mail: scarter@jsu.edu

**Phi Alpha (Delta Beta Chapter)**

The organization is an academic honor society open only to social work majors, dedicated to supporting knowledge and service.

Advisors: Karen Phillips or Sean Creech, Sociology & Social Work, 256-782-8208
E-mail: kaphillips@jsu.edu or sc Creech@jsu.edu

**Phi Delta Kappa (Student PDK)**

To promote and connect leaders in education

Advisor: Cynthia Connor, Curriculum & Instruction, 256-782-8059
E-mail: econnor@jsu.edu
**Sigma Alpha Pi (formerly National Society of Leadership and Success)**
An organization that provides leadership and success training, experiential learning to help students develop personally, academically and professionally.
Advisor: Erin Rider, Sociology & Social Work, 256-782-8477
E-mail: erider@jsu.edu

**Sigma Tau Delta (English)**
To foster all aspects of the discipline of English, including literature, language, and writing; provide, through its local chapters, cultural stimulation on college campuses and promote interest in literature and the English language in surrounding communities.
Advisor: Andrea Porter, English, 256-782-5861
E-mail: aporter@jsu.edu

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**Religious Groups**

**Baptist Campus Ministries**
Baptist Campus Ministries at Jacksonville State University exists to reach, care for, and build up students in the love of Jesus Christ, involving them in the ministries of the BCM, preparing them to serve Jesus both here and abroad, all for the glory of God.
Advisor: Robert Cochran, MCIS, 256-782-5722
E-mail: rlcocrran@jsu.edu

**Campus Outreach**
To build college students into laborers for Jesus Christ.
Advisor: Katerri Richardson, English, 256-782-5454
E-mail: krebs@jsu.edu

**Catholic Student Organization**
To proclaim the gospel of Jesus Christ in the arena of higher education.
Advisor: Daniel Krejci, Political Science & Public Admin, 256-782-5687
E-mail: dkrejci@jsu.edu

**Cooperative Student Organization**
Bringing like-minded students together for fellowship and service.
Advisor: Randy Blades, Drama, 256-782-5447
E-mail: rblades@jsu.edu

**Engage JSU**
A Christian organization that seeks to worship Christ and foster Christian relationships and serve the campus and community. More information is available at wwwengagejsu.com
Advisor: Brent Cunningham, Management and Marketing, 256-782-5785
E-mail: brentc@jsu.edu

**Episcopal Campus Ministry**
To encourage spiritual growth in Christ and provide services to the campus and community.
Advisor: Robert Carter, Biology, 782-5144
E-mail: rrcarter@jsu.edu
Advisor: Rev. Robert Fowler, St. Luke’s Episcopal Church, 256-435-9271

**Faith Outreach Campus Ministry**
Teaching and leading to an identity in God.
Advisor: Rochelle Smith, University Housing, 256-782-5128
E-mail: rdsmith@jsu.edu
Jacksonville Christian Student Center (JCSC)
Striving to bring first century Christianity to twenty-first century students
Advisor: Jana McGinnis, Athletics (Softball), 256-782-5524
E-mail: mcginnis@jsu.edu

Reformed University Fellowship (RUF)
A college ministry of the Presbyterian Church of America dedicated to the cultivation of a Christ-centered community on the campus at Jacksonville State University.
Advisor: Christopher Probst, Music, 256-782-5044
E-mail: cprobst@jsu.edu

UKirk JSU
UKirk offers fellowship, opportunities for service and recreation, and a place of spiritual refuge and growth.
Advisor: David Thornton, MCIS, 256-782-5359
E-mail: thornton@jsu.edu

Wesley Foundation
Providing an alternative community for students to hang out, study, ask questions, a place to belong, explore their spirituality and serve God.
Advisor: Jay Robertson, 256-435-2208
E-mail: jay@jsuwesley.org

Professional and Departmental Clubs

A Capella Choir
To present the best in choral music at the collegiate level
Advisor: Patricia Corbin, Music, 256-782-5544
E-mail: pcorbin@jsu.edu

Alpha Kappa Psi
To foster scientific research in the field of commerce, accounts and finance.
Advisor: Morgan Ingram, Housing Operations & Residence Life, 256-782-5871
E-mail: mlingram@jsu.edu

Alpha Omicron Omega
To enhance the education of students in the School of Education
Advisor: Andrea Rains, Department of Kinesiology, 256-782-5853
E-mail: esims@jsu.edu

Alpha Phi Sigma (Criminal Justice Honor Society)
To recognize and promote academic excellence among students engages in collegiate preparation for professional service in the field of criminal justice
Advisor: H. Dean Buttram, Criminal Justice, 256-782-8179
E-mail: dbuttram@jsu.edu

Alpha Sigma Omega
To improve criminal justice through educational activities
Advisor: Brian Patton, Criminal Justice, 256-782-8126
E-mail: bpatton@jsu.edu

American Chemical Society
To advance the interest in chemistry through education and research
Advisor: Al Nichols, Physical and Earth Science, 782-8150
E-mail: anichols@jsu.edu
**American Institute of Graphic Arts (AIGA)**
To get students involved in the local design community, create a community of their own and help them build leadership and design skills that will be valuable as they move into the professional world.
Advisor: Christian Dunn, Art, 256-782-5622
E-mail: cdunn6@jsu.edu

**American Marketing Association Collegiate Chapter**
To provide access to the American Marketing Association professional organization and members, career resources, platforms for professional development and experiential learning, execution of chapter events, leadership development, and taking part in the many AMA competitions offered annually – membership is open to any JSU student with an interest in Marketing and AMA-sponsored events and trips.
Advisor: Dr. Coco Huang 256-782-5503
Email: jhuang@jsu.edu

**Child Development**
To provide professional development and social interaction for students seeking a career working with young children.
Advisor: Jill Marsh, Family & Consumer Science, 256-782-5869
E-mail: jfmarsh@jsu.edu

**Chi Sigma Iota International Honor Society – Chi Theta Chapter**
The mission of Chi Theta is to promote counselor education student involvement in professional scholarship and service to the community.
Advisor: James Todd McGahey, Educational Resources, 256-782-8134
E-mail: jmcgahey@jsu.edu

**Delta Sigma Pi**
Professional business fraternity organized to foster the study of business in universities and to encourage scholarship, social activity, and to promote close affiliation to the commercial world.
Advisor: John Sneed, Finance Economics Accounting, 256-782-5772
E-mail: jsneed@jsu.edu

**Family and Consumer Sciences Club (FSC)**
To improve the lives of families, individuals, and communities through community projects, fundraising and annual conventions.
Advisor: Robbie Boggs, Family and Consumer Sciences, 256-782-5056
E-mail: rboggs@jsu.edu

**Financial Management Association**
To promote professional leadership opportunities in finance for students across business disciplines.
Advisor: Benjamin Boozer, Finance, Economics, Accounting, 256-782-5775
E-mail: bboozer@jsu.edu

**Geography Club**
To further interest in and visibility of geography at JSU and in the surrounding region.
Advisor: Stephen Tsikalas, Physical & Earth Sciences, 256-782-5811
E-mail: stsikalas@jsu.edu

**JSU Robotics Team**
To foster student interests in engineering and robotics fields by designing and creating various projects to be used in different applications. To aid students in designing and troubleshooting various projects using the knowledge and expertise of fellow students and faculty. To compete in engineering and robotics competitions and challenges.
Advisor: Teje Sult, Applied Engineering, 256-782-8437
E-mail: tsult@jsu.edu
Kappa Kappa Psi
To provide service to the college and university bands
Advisor: Jeremy Stovall, Music, 256-782-5061
E-mail: jstovall@jsu.edu

Kappa Mu Epsilon, Mathematics Honor Society
To promote the interest of mathematics among undergraduate students and to recognize students who have attained academic distinction in mathematics.
Advisor: David Dempsey, MCIS, 256-782-5124
E-mail: ddempsey@jsu.edu

Kappa Pi Iota Alpha
To assist the art department with exhibitions and other functions, raise money for art scholarships, museum trips; raise awareness of the arts in the community and assist with art programs at local elementary and high schools.
Advisor: Jauneth Skinner, Art, 256-782-5626
E-mail: jauneths@jsu.edu

Lambda Alpha Epsilon (Alpha Sigma Omega)
To improve criminal justice through educational activities. To prepare and promote criminal justice majors or minors for Regional and National competitions.
Advisor: Brian Patton, Criminal Justice, 256-782-8126
E-mail: beepatton@jsu.edu

Pre-Law Society
To educate and inform students interested in pursuing a profession in law
Advisor: Lori Owens, Political Science, 256-782-5106
E-mail: ljowens@jsu.edu

Psychology Club
To help students interested in psychology learn more about it, attend psychology conferences, and find careers in psychology-related fields.
Advisor: Heidi Dempsey, Psychology & Philosophy, 256-782-5895
E-mail: hdempsey@jsu.edu

Public Relations Student Society of America
To provide an atmosphere of growth and development as young public relations professionals; we will thrive morally, educationally, and historically.
Advisor: Augustine Ihator, Communication, 256-782-8205
E-mail: aihator@jsu.edu

Sigma Alpha Iota
To enhance and uphold the highest standards of music for college women and alumnae who share an interest in music.
Advisor: Allison McInnis, Music, 256-782-6112
E-mail: amcinnis@jsu.edu

Sigma Tau Delta
To promote language, literature and literacy; to honor those who achieve excellence in these areas
Advisor: Andrea Porter, English, 256-782-5861
E-mail: aporter@jsu.edu

Social Work Club
To promote a positive image of social work on campus and in the community
Advisor: Jonathan Adams, Social Work, 256-782-5338
E-mail: jadams@jsu.edu
**Society of Professional Journalists**
To promote diversity, freedom of information and ethics
Advisor: Mike Stedham, Communication, 256-782-5713
E-mail: mstedham@jsu.edu

**Society of Human Resource Managers (SHRM)**
To promote professional networking and education future human resource managers
Advisor: Hill Mayfield, Management & Marketing, 256-782-5272
E-mail: hmayfield@jsu.edu

**Sociology Club**
To promote professional, intellectual and personal growth; to encourage community consciousness by sponsoring activities of interest for students; to promote the ideas of service and scholarship through the discipline of sociology; to cooperate with other organizations at JSU; to continually strive to serve the community and better understand the social forces shaping it
Advisor: Tina Deshotels, Sociology, 256-782-5350
E-mail: tdeshotels@jsu.edu

**Student Chapter American Choral Directors Association**
The mission of the ACDA is to inspire excellence in choral music through education, performance, composition, and advocacy.
Advisor: TBD, Music, 256-782-5544

**Tri-Beta**
To promote scholarship, spread knowledge and encourage research in the biological sciences.
Advisor: Lori Tolley-Jordan, Biology, 256-782-5964
E-mail: ljordan@jsu.edu
## Sororities and Fraternities

### Interfraternity Council (IFC)

<table>
<thead>
<tr>
<th>Organization</th>
<th>President</th>
<th>Faculty Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delta Chi</td>
<td>Luc Culver</td>
<td>Todd Garrison</td>
</tr>
<tr>
<td>Kappa Alpha Order</td>
<td>Trea Mounier</td>
<td>Bill Nash</td>
</tr>
<tr>
<td>Kappa Sigma</td>
<td>Dylan Yates</td>
<td>Ben Hardy</td>
</tr>
<tr>
<td>Pi Kappa Alpha</td>
<td>Justin White</td>
<td>Trevor Grimes</td>
</tr>
<tr>
<td>Pi Kappa Phi</td>
<td>Stone Alexander</td>
<td>Dean Buttram</td>
</tr>
<tr>
<td>Sigma Nu</td>
<td>Andrew Graves</td>
<td>Paul Hathaway</td>
</tr>
<tr>
<td>Sigma Alpha Epsilon</td>
<td>Will Arrington</td>
<td>Chris Probst</td>
</tr>
<tr>
<td>Tau Delta Phi</td>
<td>Tristan McCulley</td>
<td>David Myer</td>
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### National Pan-Hellenic Council (NPHC)

<table>
<thead>
<tr>
<th>Organization</th>
<th>President</th>
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</thead>
<tbody>
<tr>
<td>Alpha Phi Alpha</td>
<td>Jakobe Perry</td>
<td>Earl Warren</td>
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<tr>
<td>Delta Sigma Theta</td>
<td>Ja’ Nasia Fort</td>
<td>Antoinette Hudson</td>
</tr>
<tr>
<td>Sigma Gamma Rho</td>
<td>Andrea White</td>
<td>Morgan Ingram</td>
</tr>
<tr>
<td>Zeta Phi Beta</td>
<td>Japonicka Crawford</td>
<td>Dr. Heidi Louisy</td>
</tr>
<tr>
<td>Kappa Alpha Psi</td>
<td>Daniel Byrd</td>
<td>Tyrone Smiley</td>
</tr>
<tr>
<td>Omega Psi Phi</td>
<td>Jerrick Mcleod</td>
<td>Earl Warren</td>
</tr>
<tr>
<td>Phi Beta Sigma</td>
<td>DeMario Plott</td>
<td>Michelle Green</td>
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### Panhellenic Council (NPC)

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<tbody>
<tr>
<td>Alpha Omicron Pi</td>
<td>Sarah Burden</td>
<td>Andrea Rains</td>
</tr>
<tr>
<td>Alpha Xi Delta</td>
<td>Lexie Brown</td>
<td>Kaci Ogle</td>
</tr>
<tr>
<td>Delta Zeta</td>
<td>Monica Chambliss</td>
<td>Kelly Murray</td>
</tr>
<tr>
<td>Phi Mu</td>
<td>Kelsey McCurry</td>
<td>Jennifer Wood</td>
</tr>
<tr>
<td>Zeta Tau Alpha</td>
<td>Hannah Lovvorn</td>
<td>Andrea Porter</td>
</tr>
</tbody>
</table>

### Fraternity & Sorority Advisor

Joshua Robinson  
Assistant Dean of Students – Fraternity & Sorority Life  
700 Pelham Road North, TMB Room 402  
Jacksonville, AL 36265  
256-782-8492  
Jrobinson6@jsu.edu
Jacksonville State University Code of Student Conduct

2019-2020

I. Purpose
II. Philosophy
III. Statement of Values
IV. Statement on Freedom of Expression
V. Scope of Authority
VI. Definitions
VII. Acts of Misconduct
VIII. Recognized Student Groups and Organizations Policies
IX. Student General Procedural Assurances
X. Student Group and Organization Procedures
XI. Hearing Board Procedure
XII. Special Procedures for Alleged Violations of Sexual Misconduct
XIII. Interim Action
XIV. Sanctions
XV. Appeal Procedures
XVI. Holds on Student Records
XVII. Special Procedures
XVIII. Discipline Records
XIX. Revisions to the Code of Student Conduct

For the most up to date Student Code of Conduct, please visit our website at

jsu.edu/community-standard
I. Purpose
The Office of Community Standards and Student Ethics supports the Jacksonville State University mission through remaining student centered and educational in its disciplinary procedures. The Code of Student Conduct is a way for the University to publicly expect all students (undergraduate, graduate and non-degree seeking, on campus or off campus) to maintain standards and respect for the University community. The process outlined below is designed to support students who may engage in misconduct through an educational and restorative method. The Office of Community Standards and Student Ethics upholds the general mission and goals of the institution while recognizing and respecting the rights, privileges and responsibilities of all JSU students.

Students who have completed the process of violating and being held accountable to the Code of Student Conduct should end the process with a larger understanding of the impact of their decisions and how to grow and be a more mindful community member.

II. Philosophy
The philosophy of the Office of Community Standards and Student Ethics is educational and attempts to have the respondent reconcile with any potential victims and the greater community at large. This restorative justice philosophy is best achieved through cooperation between the offender and the administrator that is holding them accountable. The hopeful benefit of this philosophy is transformational learning of everyone involved.

III. Statement of Values
Professional Responsibility: Balance developmental and educational needs of the student with the obligation of Jacksonville State University to protect the safety and welfare of the academic community. In situations where the behavior of a student poses a risk to self or others, Jacksonville State University staff must take action consistent with applicable laws and regulations.

Nondiscrimination: Protect human rights and promote appreciation of diversity and multicultural practice at Jacksonville State University.

Equal & Consistent Treatment: Treat all students with impartiality and accept all students as individuals with rights and responsibilities. Seek to create and maintain a campus climate in which learning and personal growth and development take place. Follow procedural guidelines when enforcing the Code of Student Conduct as outlined by Jacksonville State University’s Code of Student Conduct.

Confidentiality: Confidentiality is maintained with respect to all privileged communications and to educational and professional records considered confidential. Information is only shared in accordance with institutional policies and relevant statues, where given informed consent, or when required to prevent personal harm to themselves or others.

Respect: Opportunity for every student and University employee to be treated with respect and dignity with the freedom of speech and open exchange of ideas.
IV. Statement of Freedom of Expression

All members of the Jacksonville State University can enjoy the right to freedom of speech and expression. The right to free speech and expression does not include unlawful acts or activity that endangers or threatens to endanger the safety and/or well-being of any member of the JSU community. In addition, it does not include any activity that materially interferes with the education or well-being of other students or the mission of Jacksonville State University.

Members of the Jacksonville State University community are encouraged to engage in opportunities of free speech and expression to be intellectually and culturally challenged and therefore better prepared to deal with the issues they encounter in a changing and diverse society. These encounters can occur with activities and discussion that embody courtesy, mutual respect and charity.

The following procedures have been established to safeguard students’ rights while also providing safety and protection for members of the University community. In addition, to ensure that multiple demonstrations or assemblies do not conflict or lead to major University disturbances.

1. The Office of the Dean of Students should be notified of any planned or scheduled demonstrations or peaceful assemblies in advance. Demonstrations or peaceful assemblies are generally defined as any public manifestation of welcome approval or disapproval, protest, or conscience by a student or group of students. Standard space reservation procedures must be followed for the use of any university space;
2. Factors that students should take into account for any demonstrations or peaceful assemblies:
   a. Blocking or impeding vehicular or pedestrian traffic is prohibited,
   b. Blocking access to or from campus buildings or offices is prohibited,
   c. Activity that promotes violence against person or property is prohibited,
   d. Observers may not interfere with participants of the demonstration or assembly in any way; unless requested by the participants of the demonstration,
   e. Activities of participants or observers that disrupt or disturb classes, meetings, or any other normal functions of the university are prohibited,
   f. All individuals participating in or observing a demonstration or peaceful assembly must comply with any reasonable request of university officials of the University Police Department.

V. Scope of Authority

Jacksonville State University’s conduct system has authority in all non-academic disciplinary matters. The University reserves the right to discipline students and recognized student organizations for acts of misconduct wherever they occur.

The University, at its discretion, may pursue disciplinary action against a student while the student is also subject to criminal proceedings. The University reserves this right, even if criminal charges are pending, reduced, or dismissed. The university disciplinary procedures are administrative proceedings, not criminal or civil in nature. Therefore, formal rules of evidence and procedures akin to civil or criminal trials are not applicable.

As a Jacksonville State University community member, students are expected to uphold and abide by all local, state, federal, and international laws. Referrals received from any University or police authority, regardless of location, are subject to possible code of student conduct proceedings for the accused.

Students being held accountable to the Code of Student Conduct includes behavior that may have occurred before, during and/or after an academic term. Additionally, violations of the Code of Student Conduct during the academic year, between academic terms, during times of non-enrollment, or during periods of suspension or dismissal will be addressed.
All policies, processes, and procedures outlined in the Code shall also apply to a student’s conduct, even if the student withdraws (or graduates) from school while a disciplinary matter is pending.
The Code of Student Conduct and all applicable processes apply to recognized student organizations. Student organizations shall be responsible for the conduct of members in relation to the organization from the time of application for recognition until such time as they are no longer recognized by the University. Violations of the Code of Student Conduct during the academic year, between academic terms or during periods of suspension or dismissal will be addressed. The Code shall apply to an organization, even if the organization disbands while a disciplinary matter is pending. The reasonable observer standard is utilized when determining individual conduct vs. recognized student organization conduct.

VI. Definitions

A. Rights and Responsibilities- While the policies are outlined in the Student Handbook and can be referred to at any time, students have a responsibility to know the policies and abide by them in order to avoid violating a policy. In addition, students have a responsibility to Jacksonville State University to report any known violations of the Code of Student Conduct to maintain proper order and respect in the University community. With an allegation of violating the Code of Student Conduct, all students have rights as listed herein and are afforded to any accused student upon first notification of an allegation.

B. FERPA- Family Education Rights and Privacy Act- protects all Jacksonville State University students’ records. Information allowed to be released is called directory information and is defined in the catalog under General Information – Policy on Privacy Rights of Students.

C. Code- Refers to the Code of Student Conduct

D. Student- Any individual who has applied to the University and/or is taking courses at Jacksonville State University on a full-time, part-time, or non-degree seeking basis. Included in this definition are those enrolled at all campuses and remote locations (i.e. online, study abroad, etc.). Student status lasts until conferral of a degree or certificate, or is permanently separated from the University for academic or non-academic reasons. Also included are those individuals who are not officially enrolled for a particular semester, but who have a continuing relationship with the University.

E. Student Organization- Any number of persons who have complied with the formal requirements for Jacksonville State University student organization recognition and registration.

F. Pre-Hearing conference (or meeting)- A meeting with a professional staff member where a student can learn more about the conduct process, as well as ask any questions related to the actual hearing. Pre-Hearing meetings are to discuss processes and procedures only, and do not review the facts or substantive nature of a conduct referral.

G. Administrative Hearing- A process in which the facts of an alleged violation of the Code of Student Conduct are presented to an administrative hearing officer to determine if a violation(s) took place and if sanction(s) are appropriate.

H. Administrative Hearing Officer or Conduct Officer- University staff, faculty or graduate students designated by the Director of Community Standards and Student Ethics (or designee) and trained to adjudicate violations of the Code of Student Conduct.

I. Complainant- A person who makes a referral to the Office of Community Standards and Student Ethics alleging that a violation of the Code of Student Conduct has occurred. In the absence of a student who initiates a conduct referral, a University representative may serve as the Complainant in absentia.

J. Respondent- A person who is alleged to have violated the Code of Student Conduct.
K. Preponderance of Information - A standard of proof that indicates that the information provided leads an administrative hearing officer or hearing board to decide that “more likely than not” a violation did or did not occur. This is the standard of proof for all alleged violations of the Code of Student Conduct.

L. Advisor - A person who attends a hearing to support a student during the conduct process. Advisors may only confer with the student they are advising, and cannot speak on a student’s behalf. An Advisor can be any person of the student’s choosing, at the student’s expense. Students may only have one advisor during a conduct hearing. Advisors cannot serve as witnesses. If a student needs assistance finding an advisor, the Office of Community Standards and Student Ethics will provide this information upon request.

M. Witness - a person present at the time of an incident who attends a hearing to share information about a particular incident. Character witnesses are not allowed and are not taken into consideration when determining responsibility or sanction(s). The relevancy of witness information will be evaluated by the hearing officer or chairperson of a board hearing. Witness statements can be accepted in lieu of attending the hearing but must be emailed directly to the hearing officer from the witness using only official JSU email accounts. Witnesses cannot serve as advisors.

N. Sanction - An outcome imposed for the violation of the Code of Student Conduct. Generally, sanctions are educational in nature and intended to modify the student’s behavior as well as build an awareness of personal responsibility and community standards. Sanctions may also be given to protect the JSU community and preserve a safe educational environment for all members. More information on sanctions can be found in Section XIV of the Code of Conduct.

O. Appeal Process - A process designed to review and ensure the integrity of the process and decisions of a University hearing board or the decisions of an administrative hearing officer. Additional information on the appeals process, including grounds for appeal, can be reviewed in Section XV of the Code of Student Conduct.

P. Hold - A temporary or permanent status of a student’s educational records that prevents a student from being able to register for classes, make registration changes, access enrollment and other services. Holds will be placed on student records and kept in the university Registrar’s Office. A full description of record holds is available in Section XVI of this document.

Q. University Official - Any individual who is employed, contracted with or appointed and performing administrative or professional responsibilities within the scope of the person’s authority by the University.

R. University Premises - The premises of Jacksonville State University, including all land, buildings, facilities, and other property in the possession of, owned, leased, licensed, managed, or controlled by the University (including adjacent streets and sidewalks, online networks and domains).

S. Hearing Board - A group of trained students and faculty/staff who determine if a student(s) is responsible for a violation(s) of the Code of Student Conduct (excluding cases of sexual misconduct) and recommend appropriate sanction(s) as needed. A chairperson will be responsible for facilitating and managing the adjudication process. The Director of the Office of Community Standards and Student Ethics (or designee) will advise the hearing board and will sit in on the adjudications of the board to ensure proper procedures are followed.

T. International House Conduct Advisory Board – A dynamic group of staff and students to determine International House specific sanctions if a student of the International Program and/or House if found responsible for violations by the Office of Community Standards & Student Ethics. Students may be notified of those sanctions immediately following retrieval of their Administrative Decision Letter and is typically communicated from someone on the International Programs staff.
VII. Acts of Misconduct

Acts of misconduct are defined as any behavior that is inconsistent with University policy or as outlined in the Student Handbook or other University publication. Acts of misconduct are subject to the terms, conditions, and processes described herein. Acts of misconduct apply to anywhere the student may be when engaging in that conduct (on University owned property, not on University owned property, outside the state, country, etc.)

1. Possession, use, manufacture, distribution, or sale of alcohol in violation of University policy or law. Also, impairment which can be attributed to the use of alcohol, possession of alcohol beverage(s) in designated “dry areas”, or other violations of the University Alcohol Policy;
2. Possession, use, distribution, manufacture, or sale of drugs, narcotics, chemicals and/or drug paraphernalia in violation of University policy or law, or other violations of the University Drug Policy;
3. Illegal gambling;
4. Breach of peace or disorderly conduct;
5. Disruptive behavior; including but not limited to:
   a) Bicycles- no bicycle may be kept or ridden anywhere inside residential, academic, or administrative buildings
   b) Camping or Shelter Construction- Constructing shelters, camping, or sleeping out on University owned properties is prohibited at all times
   c) Littering- no one shall intentionally dispose of trash of any kind anywhere except a designated trash receptacle
   d) Pets- no one shall bring any pet with the exception of service animals for the disabled or companion animals, belonging to them or under their control, into any University owned or operated building or chain a pet outside any building. Students with service or companion animals must register with Disability Services. Owners must keep pets on a leash at all times
   e) Soliciting, selling, surveying, and publicizing
      i. All students or student organizations planning to conduct programs on or off the University campus requiring a contractual agreement with non-university agencies, must obtain permission of the Dean of Students;
      ii. No student or non-student entity may sell, solicit, or survey on University property without the prior written approval of the Dean of Students;
      iii. Posters, banners, or any other printed material may only be displayed on bulletin boards inside authorized University operated buildings or on authorized buildings and trash receptacles are specifically unauthorized display areas
6. Trespassing and/or any unauthorized entry;
7. Acts of dishonesty including, but not limited to, knowingly furnishing false information, including fabrication, forgery, alteration, or misuse of University documents, identification and keys or access cards, tampering with or illegally influencing voting or vote counting procedures or regulations as set forth by the Student Government Association for any campus election;
8. Infliction of, or threat of physical harm to any person(s) or thing, including self (when disruptive or detrimental to the community), or their property;
9. Any form of sexual harassment or sexual misconduct including, but not limited to sexual assault, stalking, dating violence, domestic violence, and sexual exploitation. Sexual harassment is further explained and defined by the Sexual Misconduct policy;
10. All hostile, threatening, or intimidating behavior that by its very nature would be interpreted by a reasonable person to threaten or endanger the health, safety, or well-being of another. Examples of such behavior may include, but are not limited to a) Act(s) that alarms or seriously disrupts another person’s ability to participate in any aspect of University life; or b) communicating verbally (either directly or indirectly) through another party, by telephone, or electronic mail, voice mail or any verbal, mechanical, electronic or written communication in a manner that would likely restrict or deny any individual’s access to educational resources, University activities, and University-related opportunities;
11. Any form of harassment and/or any form of harassment based on perceived or actual identities;
12. All forms of invasion of privacy including, but not limited to the recording, filming, photographing, viewing, transmitting or producing the image or voice of another person without the person’s knowledge and expressed consent while in an environment that is considered private. In such circumstances, the use of undisclosed and/or hidden recording devices is prohibited, as is the storing, transmission and/or distribution of any such recordings. This policy pertains to areas on campus that are considered private or where there is an expectation of privacy, including but not limited to a residence, restroom, shower, office, locker room, or gym;

13. Theft, attempted theft, possession, sale or barter of, or damage to property (including unauthorized use of University property or documents);

14. Possession or use of firearms, fireworks, other weapons (including replicas or likeness), or chemicals which are of an explosive or corrosive nature in University buildings or at University events or functions;

15. The instigation of false fire/explosion, or emergency alarms, bomb threats, tampering/misusing or damaging fire extinguishers, alarms or other safety equipment, including entering or exiting from a fire escape unless during a fire drill or in the case of an actual fire;

16. Knowingly disregard a fire alarm, bomb threat, or refuse to evacuate a building or a section of a building where a fire alarm is sounding or an order to evacuate has been given in addition to entering a building while a fire alarm is sounding;

17. All forms of hazing, such as any action taken or situation created, recklessly or intentionally, to produce mental or physical discomfort, embarrassment, ridicule, or possibly cause mental or physical harm or injury to any person on or off the University campus- participant’s consent is notwithstanding (i.e. allowing oneself to be hazed is a violation of this policy). Hazing is a broad term that encompasses a multitude of actions or activities. The term hazing refers to any actions or activities that do not contribute to the positive development of a person or an organization; which cause mental or physical harm; or subjects individuals to harassment, embarrassment, ridicule, or distress. Examples of situations that are considered hazing include, but are not limited to tests of endurance, physical abuse, psychological abuse, morally degrading or humiliating activities, forced ingestion of any substance, forced attire expectations that do not apply to the entire chapter, activities which interfere with academic pursuits, paddling in any form, and/or use of alcohol and servitude. Hazing is typically associated with membership selection and initiation into an organization. It is possible for hazing to occur before, during, and after membership selection and initiation;

18. Non-recognized student organizations using the name of the University or attempting to use the name of the University without the express written consent of the University. Non-recognized student organizations participating or attempting to participate in activities reserved for recognized student organizations. Student organizations that have been suspended or dismissed are considered organizations not recognized by the University;

19. Failure to comply with the direction of, and/or present identification to any University official when that official has been identified and is acting expressly within their authority to uphold a University policy. University officials include faculty and staff of the University. Also included are student employees who are carrying out assigned work responsibilities. Failure to comply with a verbal or written directive given by a University official, including obligations associated with any disciplinary sanction(s);

20. Misuse, abuse, and unauthorized use of computers and/or technology, and/or use of technology for unauthorized purposes;

21. Interfering with the normal operation of the teaching/learning environment;

22. Violation of written University policy or regulations contained in any official publication or administrative announcement of Jacksonville State University (i.e., University Catalog, Guide to Residence Living, etc.);

23. Alleged or actual violation(s) of any local, state, federal or international law;

24. Attempting to commit and/or complicity in any prohibited act(s) of the Code of Student Conduct, including the failure to remove one’s self from incriminating situations and/or report the incident to proper authorities;

25. Bias related incidents including, but are not limited to any violation of the Code of Student Conduct motivated by a consideration of race, sex (including gender identity), color, religion, ancestry, national origin, age, disability, veteran status, or sexual orientation may subject the student to the imposition of a sanction more severe than would be imposed in the absence of such motivation;
26. Retaliation against another student or member of the JSU community for their participation in any portion of the referral or student conduct process which includes, but is not limited, to serving as a witness in conduct hearings. This includes making a referral for student out of concern for well-being. Students may be found responsible for violating this policy regardless of the final outcome of the referral.

VIII. Recognized Student Groups and Organizations Policies

Student groups and organizations are expected to maintain appropriate standards of conduct that are commensurate with those expected of individual students. Student groups and organizations may be charged with violating the University's Code of Conduct without regard to whether members of such groups or organizations are individually charged with violations arising from the same occurrences. Noncompliance with the University Code of Conduct by a JSU student organization while participating in non-University sponsored activities off campus may be subject to the disciplinary process.

I. Alcohol and Drug Policy*

In any activity or event sponsored or endorsed by the organization, including those that occur on or off organizational premises:

A. The organization, members and guests must comply with all federal, state, provincial and local laws. No person under the legal drinking age may possess, consume, provide or be provided alcoholic beverages.

B. The organization, members and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on organizational premises or at any activity or event sponsored or endorsed by the organization.

C. Alcoholic beverages must either be:
   a. Provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or
   b. Brought by individual members and guests through a bring your own beverage (“BYOB”) system.

   The presence of alcohol products above 15% alcohol by volume (“ABV”) is prohibited on any chapter/organization premises or at any event, except when served by a licensed and insured third-party vendor.

D. Common sources of alcohol, including bulk quantities, which are not being served by a licensed third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).

E. Alcoholic beverages must not be purchased with organizational funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).

F. An organization must not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.

G. An organization must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter/organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter/organization event.

H. Attendance by non-members at any event where alcohol is present must be by invitation only, and the organization must utilize a guest list system. Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio, and must not exceed local fire or building code capacity of the chapter/organizational premises or host venue.

I. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into an organization, including but not limited to “bid night,” “big/little” events or activities, “family” events or activities, and any ritual or ceremony.

J. The organization, members or guests must not permit, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.

57
II. Social Activities Policy
   A. Student Organizations can plan social activities throughout the calendar year as long as they are in compliance with the University's Alcohol and Drug Policy. Organizations should observe the period beginning 24 hours prior to the first final exam until the conclusion of the last final exam as "Exam Preparation Week." Organizations are prohibited from having any social activities during this time period.

III. On-Campus Social Policy for Non-Residential Facilities
Recognized student organizations may request use of on-campus non-residential facilities to host social functions. The following guidelines must be followed by each organization in order for the organization to remain in good standing with the university:
   A. All on-campus social events must be non-alcoholic unless approval is granted by the Dean of Students*.
   B. Social events include any parties, mixers, or events that run into hours after 10 p.m.
   C. All organizations must either have an advisor present or have obtained security through the University Police Department for the duration of the event.
   D. Should security be requested by the University Police Department, guest lists must be utilized at the entrance door of all social events. The guest list must at least be a sign-in sheet for all attendees if there is no alcohol present*. Attendees must have identification to verify their full name.
   E. The guest list must be present when the event begins and must be available for submission to the University Police Department. The guest list is not required for submission to University Police Department prior to the social event.
   F. At least one member of the organization must supervise the entrance during the entire social event.
   G. At any time, the University Police Department has the authority to immediately close the social event.
   H. Security through the University Police Department must be requested at least 10 working days prior to the social event.

*If alcohol has been approved for the event, organizations must follow requirements of the alcohol and drug policy.
IX. Student General Procedural Assurances

The following is a list of procedures that are generally provided to any student participating in the University disciplinary process. Each case presents a unique set of facts and circumstances. Other than receiving notice and an opportunity to be heard, none of the following procedures are guaranteed. Similarly, additional procedures not listed below may apply or be available to the student. The conduct officer determines what procedures are available on a case by case basis.

Respondents (accused students)

a. Respondents will receive notification of the alleged violation and the date, time, and place of any meeting or hearing on the alleged violation(s).

b. In a disciplinary proceeding, students may be accompanied by an advisor (one) of the student’s choosing and the student’s own expense. Advisors may only consult with the respondent and are not permitted to speak on the respondent’s behalf or address the hearing board or officers.

c. Students may request postponement of a disciplinary proceeding if circumstances warrant. In most cases, a postponement will only be granted for an academic or medical situation. The decision to postpone a disciplinary proceeding rests with the hearing officer or designee from the Office of Community Standards and Student Ethics. The hearing officer reserves the right to hear the case in absentia if the respondent refuses to show up.

d. Respondents may request access to any written information that may be used during any administrative proceeding as permitted under the Family Educational Rights and Privacy Act (FERPA). Access will be provided to materials in advance of a meeting/hearing upon written request to the Office of Community Standards and Student Ethics. In cases where retaliation is a legitimate safety concern, the information may be redacted or presented in such a way as to prevent identification.

e. Respondents have the opportunity to introduce documents, call witnesses, and present information during their hearing. The opportunity to call witnesses is accompanied by the obligation to provide the name of and rationale for each witness in writing, at least two business days in advance of a meeting or hearing to the conduct officer. In cases where retaliation is a legitimate safety concern, the Office of Community Standards and Student Ethics may limit the respondent’s opportunity to call or examine witnesses. The presentation of information by the respondent is not unlimited. The hearing officer may at any time direct the respondent to move on from irrelevant, or redundant witnesses, documents, facts or arguments.

f. A respondent will not typically be compelled to be a witness against himself or herself. However, if a student decides not to participate in the hearing or does not provide additional information, the conduct officer or board will render a decision in the absence of this information.

g. Respondents will receive a finding of ‘responsible’, ‘not responsible’, or ‘no finding’ based on the preponderance of the information, and to be notified of such decision in writing. The burden of proof is a ‘more likely than not’ standard.

h. Respondents may appeal the decision of a disciplinary proceeding in accordance with University Appeal procedures; which are outlined under section XV, Appeal Procedures of the Code of Conduct.

Complainants

1. Complainants may be accompanied in a disciplinary proceeding by an advisor (one) of the student’s choosing and at the student’s own expense. Advisors may only consult with the complainant and are not permitted to speak on the complainant’s behalf or address the hearing board or officer.

2. Complainants have the opportunity to decide whether or not to notify local law enforcement authorities and/or to file a report with the Office of Community Standards and Student Ethics.

3. Complainants may request information about victim advocacy, counseling, mental health or medical services available on and off campus.

4. Complainants have the ability to report retaliation or harassment as a result of reporting acts of misconduct.
5. Complainants may request the status of proceedings throughout the process subject to federal and state privacy laws.

6. Complainants may request the opportunity to answer questions posed by the respondent outside of the physical presence of the respondent. The Director of Community Standards and Student Ethics or designee will determine if such a request will be granted. Other procedures may be provided on a case by case basis to protect the safety and well-being of the University community.

7. Complainants have the opportunity to submit (orally or in writing) an impact statement to any conduct body should the respondent be found responsible for one or more of the alleged violations.

8. In the case of sexual misconduct violations or physical assault cases, complaining parties will receive timely notification of any decision made, including appeal results.

9. When reasonable, complainants may be granted a change in living assignment, academic arrangement, or other measures (determined on a case by case basis) necessary to prevent unnecessary or unwanted contact.

In Cases of Physical Harm
Although not guaranteed or exhaustive, a complainant who reports an alleged violation of physical harm may be provided the following:

The opportunity to make a request for a reasonable change in living assignment, academic arrangement, or other steps necessary to prevent unnecessary or unwanted contact regardless of the outcome of the hearing.

The opportunity to be informed, in writing, of the outcome of any administrative or board hearing decision and any sanction(s) that may have been assigned, including appeal results.

In addition to these procedural assurances, complainants and respondents will be provided information on University resources available for support.

(In cases where sexual misconduct is reported, see section XII of this Code).

X. Student Group and Organization Procedures
Recognized Student Groups or Organizations are expected to abide by all the policies of the University and any local/state/federal/international laws. Alleged violation of University policy or law could result in disciplinary intervention to address the Student Organization behavior. In situations where a National Organization exists to support the JSU chapter of a student group or organization, they will be contacted and may be engaged in University action; subject to National Headquarters determination. Because Student Organization misconduct is particularly unique, the Office of Community Standards & Student Ethics and Dean of Students Office has recognized various methods to adjudicate and/or address alleged misconduct, as listed below:

1. Dismissal/drop the case- this occurs when the University begins an investigation but determines the incident or alleged misconduct may be more appropriately addressed through the individual student conduct process.

Informal Resolution – this occurs when the student group or organization recognizes their responsibility in the misconduct initially and the alleged misconduct is not severe enough to warrant a group suspension or dismissal. Through this process, the university, Student Group Leadership and National Headquarters (when appropriate) will engage in a mediation to determine how the student group can correct or restore the behavior and/or harm done to the community.

2. University Recognized Governing Body- this occurs when the University determines the alleged misconduct may be more appropriately addressed through peer accountability. A
University recognized governing council or board may have University approved internal disciplinary procedures that create an opportunity for peer accountability. In these cases, the procedures outlined by the University recognized governance will be followed as outlined in their bylaws.

3. **Formal Hearing** - this occurs when the investigation into the alleged misconduct reflects a more likely than not responsible finding that could result in student group suspension or dismissal. Another instance would permit this adjudication if the student group chooses to not move forward with an informal resolution adjudication when offered to them by the Office of Community Standards and Student Ethics and/or Dean of Students Office. When a Formal Hearing is the determined form of adjudication for alleged student group or organization misconduct, the following procedural assurances are afforded to the student group/organization:

   a. Group/Organization President will receive notification of the alleged violation and the date, time, and place of any meeting or hearing on the alleged violation(s),

   b. During the formal hearing, Group/Organization President may be accompanied by an advisor (one) of the student’s choosing and at the student’s own expense. Advisors may only consult with the student and are not permitted to speak on the student’s behalf or address the hearing officer(s),

   c. Group/Organization President may request access to any written information that may be used during the formal hearing as permitted under the Family Educational Rights and Privacy Act (FERPA). Access will be provided to materials in advance of a meeting/hearing upon written request to the Office of Community Standards & Student Ethics. Information may be redacted to protect the identities of individuals to protect the integrity of the reports made and investigation confidentiality promised,

   d. Group/Organization President has the opportunity to introduce documents, call witnesses, and present information during their hearing. The opportunity to call witnesses is accompanied by the obligation to provide the name of and rationale for each witness in writing, at least two business days in advance of a meeting or hearing to the hearing officer(s). In cases where retaliation is a legitimate concern, the Office of Community Standards and Student Ethics or Dean of Students Office may limit the President’s opportunity to call or examine witnesses. The presentation of information by the President is not unlimited. The hearing officer may, at any time, direct the President to move on from irrelevant or redundant witnesses, documents, facts, or arguments,

   e. Group/Organization President will receive a finding of “responsible”, “not responsible”, or “no finding” based on the preponderance of the evidence, and to be notified of such decision in writing. The burden of proof is a ‘more likely than not’ standard,

   f. Group/Organization President may appeal the decision of a formal hearing in accordance with University Appeal procedures; which are outlined under section XV, Appeal Procedures of the Code of Conduct.

**Duty to Cooperate**

After a recognized student group/organization receives notification of allegations and/or investigation, any student with any association with the identified group/organization shall not discuss the investigation or any related incidents with the intent of impeding the investigation. Any student with association with the identified group/organization is expected to comply with the request of the Office of Community Standards or Dean of Students office to attend an interview/meeting and any reasonable request for information. For more information regarding this duty to cooperate, please refer to University Policy No: III:18 which can be located at the following link: http://www.jsu.edu/business/polprocman/pdf/III_18.pdf

**Special Procedures for alleged Hazing Misconduct**

The following is a list of procedures that are provided to any University recognized student organization immediately following the report of alleged hazing activity, as defined by the student Code of Conduct,
section VII, 17. Any reported hazing allegations are validated prior to moving forward with these procedures.

1. Leadership of the recognized student organization will be notified of the following:
   a. Alleged charges of hazing and any other misconduct, if applicable. These initial charges are based on the narrative of the referral received.
   b. Investigation is being pursued and all members of the organization are expected to cooperate.
   c. Interim suspension of the recognized student organization; pending investigation of the allegations. Interim suspension refers to any and all organizational operations and will stand throughout the university’s investigation unless otherwise notified by the Director of Community Standards & Student Ethics, or designees.
   d. Notice of communication shared with National Organization, if a national affiliation exists.
2. Interviews with all alleged involved parties (ie: witnesses, victims, alleged violators, etc) will take place and be determined based on initial incident referral. Additional alleged involved parties may be identified throughout the interview process and will therefore, be added to the interview list. If a national affiliation exists, a representative from that national organization may be present in all interviews.
3. At the conclusion of the investigation, leadership of the organization will be notified of the updated alleged charges based on additional information discovered through the investigation, and when the organization’s hearing will be scheduled. The organization’s hearing is an opportunity for the organization’s representative to share any information they may have that relates to the charges and share a claim of responsibility on behalf of the organization.
4. Leadership of the organization will be notified of a decision determined by the University, based on the same threshold as all non-academic conduct cases, the preponderance of evidence (ie: more likely than not). This decision will include a comprehensive list of the alleged charges and whether the organization is found responsible or not responsible for each violation. If there are any responsible findings, sanctions will be listed and required of the organization. The organization must meet all the sanction requirements in order to continue to be recognized by the University.
5. The organization has the right to appeal the decision made by the University by following the appeal procedures outlined in section XV of the student code of conduct. Appeals must be submitted through an online submission form located on the Office of Community Standards website: jsu.edu/community-standards. All appeals must be submitted within five (5) business days of the decision date.
6. A letter of good standing will be issued to the organization at the conclusion of all the completed sanctions.

This disciplinary process is designed to follow the same philosophy of all non-academic disciplinary procedures outlined in the student code of conduct, section X; Student Group and Organization Procedures. Sanctions that accompany responsible findings are typically educationally minded and focused with the intention of those found in violation to better understand the impact of their choices and learn from any mistakes or misunderstandings that may have taken place. A comprehensive list of sanctions can be found in the student code of conduct, section XIV.

Unusual Circumstances

Interim Action

Regardless of the adjudication method, University issued interim action may be necessary. In recognized student group/organization alleged misconduct circumstances, where the health, safety, or well-being of any individual student, group of students, or University community are in question, interim action may be issued to a student group/organization. Interim action will typically be communicated with a notice of investigation. Interim action may be revoked if the initial concern for health, safety or well-being of individuals, groups, or University community are determined to no longer be a concern. For more information regarding possible interim action, refer to section XIV, Interim Action, of the Code of Conduct.

Return after Suspension

If a recognized student group/organization was suspended for any period of time, the following procedures are followed for that group/organization to be permitted to return to JSU recognized status:
1. The group/organization must submit a written request to return to campus which includes their intent of returning to recognition with corrected action.

2. Approval or Denial of the request will be provided within thirty (30) days from the Dean of Students Office. If approval is granted, the group/organization may return to recognized status at the time determined in their notification of approval.

Special Adjudication Procedures
In unique or severe circumstances, adjudication method 3 (as identified above) may be combined with either University adjudication method 2 or 4 (as listed above). In these circumstances, there may be one investigation conducted to serve two adjudication methods and allow for student involvement parallel to University administrator involvement. Student group/organization leadership will be notified if these special adjudication procedures are being utilized.

XI. Hearing Board Procedure
The hearing board is organized to provide the student community an opportunity to serve the University by upholding its behavioral expectations of the Code of Student Conduct (excluding sexual misconduct violations). The Office of Community Standards and Student Ethics, at its discretion, will refer cases that may result in suspension or dismissal to the hearing board for adjudication. A student may refuse a hearing board referral and request an administrative hearing by making this request in writing to the Office of Community Standards and Student Ethics.

Board hearings shall have jurisdiction over all violations of all University-wide, non-academic regulations. The board shall be composed of five members, three students and two faculty/staff members, one of whom will act as the chairperson. If for some reason five members are not obtained, students must agree (in writing) for a hearing to proceed with less than five board members. This documentation must be submitted in advance to the board advisor; otherwise, the board hearing will be rescheduled.

Any student engaging in the conduct process can request a hearing board in place of an administrative hearing; however, board hearings are based on availability and cannot be assured. Students may request a board hearing through the submission form on the Office of Community Standards & Student Ethics website: jsu.edu/community-standards. Board hearings may have a greater level of unavailability during summer sessions, final exams, or when classes are not in session. The chairperson of the hearing board will be designated by the Director of Community Standards and Student Ethics or designee. The Director of Community Standards and Student Ethics or designee shall serve as the advisor. The advisor should attend and advise the board at all hearings. The advisor may ask questions as appropriate. A majority vote by the members will determine the findings. If a student is found ‘responsible’ the board will recommend appropriate sanction(s) to be imposed by the Director of Community Standards and Student Ethics or designee.

The hearing officer or board shall have discretion to interpret, vary, and adjust procedural requirements in order to promote a fair and just decision.

The primary responsibility for maintaining order lies with the hearing officer, hearing board advisor, or hearing board chairperson. However, all members of the hearing board have a duty to assure an orderly and fair proceeding. It is the duty of the hearing officer or hearing chairperson to make sure that presentations to the board are relevant and that issues raised by complaint, appeal, petition are reasonably developed and addressed.

It is also the duty of the hearing officer or board advisor to manage the logistics of the hearing: to coordinate schedules, paperwork, and reports with the Director of Community Standards and Student Ethics; to speak for the body in all exchanges with counsel, parties, and others (except when the bodies are engaged in general conference with their advisor present); to control the proceedings and maintain order; to instruct persons before the body on the appropriate procedures of that hearing body; to declare
the rulings and orders of the hearing body; to ensure proper completion and filing of all papers; and to perform other duties as necessary.

A conduct system can be effective only to the extent that the cooperation of all participants assures an orderly and fair exchange of information. All parties appearing before the various hearing bodies are expected to show consideration for one another so that the fact finding and analysis may proceed in a reasoned and reliable way. The hearing chairperson or administrative hearing officer shall have the authority to remove any participant (including advisors and witnesses) from the hearing or to inform any disorderly and disruptive person(s) that if their behavior does not subside, such acts may result in disciplinary action against the offenders.

In cases resolved by a hearing board, confidence is placed in the character and judgement of the board members, and they should hear, examine, and consider all information relevant to the specific issues before the body. Members should feel free to require counsel of the board advisor, the University, the complainant, or the respondent to explain information presented. Members are expected to commit themselves diligently and in good faith to the business of the board and to disqualify themselves, if necessary. Finally, members are reminded that all matters before the hearing board concerning identifiable individuals are strictly private and cannot be revealed.

XII. Special Procedures for Alleged Violations of Sexual Misconduct

Referrals for alleged violations of Sexual Misconduct will be resolved by specific policies and procedures unique to other forms of resolution described in the comprehensive Title IX Gender-based and Sexual Misconduct Policy. If the Title IX policy does not apply, by definition or alleged conduct, the procedures for all other misconduct will be followed to address the behavior.

XIII. Interim Action

Depending on the nature of the alleged misconduct, interim actions may be taken as deemed necessary for the reasonable operation of Jacksonville State University. Examples include, but are not limited to, administrative trespasses from specific buildings or the entire campus, administrative no contact orders between individuals or groups, and alteration of academic or work schedules.

**Interim Loss of Privileges** - In certain circumstances, the Director of Community Standards and Student Ethics or designee has the authority to restrict a student or recognized student organization from participating in certain University activities or events (on or off campus) or access to specific buildings or grounds of Jacksonville State University to protect the safety and well-being of the University Community or specific individuals involved in alleged incident.

**Interim Suspension** - In certain circumstances, the Director of Community Standards and Student Ethics or designee has the authority to suspend a student or recognized student organization from the University on an interim basis, pending a disciplinary hearing. A student or organization will be suspended on an interim basis to ensure the safety and well-being of community members and/or Jacksonville State University property to ensure the student’s own physical or emotional safety and well-being, or to protect the community if the student poses a threat to the normal operation of the University. The hearing will be held according to the procedure set forth in the Code of Student Conduct. In the event the student is found responsible for the violation that student was notified, any sanction impose shall take effect from the date of the interim suspension. The fact of interim suspension and subsequent disciplinary action shall become part of the student’s disciplinary record. If the hearing officer or hearing board concludes that there is insufficient information to support a finding that the student committed a violation, no record of the interim suspension shall be maintained in the Office of Community Standards and Student Ethics. Depending on circumstances and at the sole discretion of the Office of Community Standards and Student Ethics, students who are interim suspended may still be allowed to attend classes. The Office will attempt to work with students on interim suspension so that their academic career and on-campus living arrangements are uninterrupted as much as reasonably practical. However, in most cases where a student is interim suspended, the nature of the incident is usually very serious and poses a significant risk for the entire University community. Such widespread risks usually far outweigh the
temporary, protective measure of an interim suspension which prohibits student from physically being present on University property.

**Interim Housing Suspension** - In certain circumstances, the Director of Residence Life, or designee, and/or the Director of Community Standards and Student Ethics, or designee, has the authority to suspend a student from all residential communities on an interim basis, pending a hearing. A student may be interim suspended from all residential communities to ensure the safety and well-being of members and/or Jacksonville State University property, to ensure the student’s own physical or emotional safety, and well-being, or to protect the community.

**Interim No Contact Order** - No contact orders are designed so that students involved in a campus conduct process do not have any communication with each other to help minimize further altercations between those involved. Students who have no contact orders are not to contact each other using ANY means. This includes, but I not limited to comments, words or gestures in person, through postal mail, email, social networking sites, or by having others (friends, acquaintances, family members, etc.) act on his/her behalf.

XIV. Sanctions

The Office of Community Standards and Student Ethics may take any action it deems necessary for the reasonable operation of Jacksonville State University. The following sanctions may be imposed upon any student or a student organization that has been found responsible for a violation(s) of the Code of Student Conduct.

1. **Warning** - Notice that any continuation or repetition of wrongful conduct in the indefinite future may be cause for further disciplinary action.

2. **Educational Sanction** - An order requiring the student or student organization to perform mandated service, or to participate in an educational program or activity, including but not limited to an educational seminar, a treatment program for alcohol or drug use/abuse, or other program/task designed to assist the student in learning more about how their behavior impacted themselves and/or the community.

3. **Sanctions outlined by the International House Programs** - document that outlines the guidelines for living in the International House. These sanctions are determined and outlined by the International House Conduct Advisory Board.

4. **Disciplinary Probation** - A period during which a student must behave in a manner acceptable to the University. Under the status of disciplinary probation, a student is encouraged to seek advice and counsel from appropriate University officials. Conditions of probation may be set forth which restrict the student’s participation in co-curricular activities. Violation of the terms of probation, or additional incident(s) of misconduct while on probation may result in suspension or dismissal.

5. **Restitution** - Repayment to the University for damages resulting from a violation of the Code of Student Conduct. Restitution sanctions that involve theft, misappropriation of University funds, or damage to University property, will be charged to the student’s account and may be referred to the Office of Internal Audit; Enterprise Risk Management. Any unpaid debt may result in a hold being placed on a student’s account, collection procedures, and responsibility for any associated collection costs and fees.

6. **Loss of Privileges** - The withdrawal of a privilege, use of a service, participation in a program, event or activity for a specific period of time. The loss of privileges may prohibit a student or student organization from participating in co-curricular activities, continuing in a degree program, being present in or using certain campus facilities or services, and/or prohibit a student from enrolling in a class or classes.
7. Termination of Recognition- An order terminating University recognition of a registered student organization for a specific or indefinite period of time.

8. No Contact Order – No contact orders are designed so that students involved in a campus conduct process do not have any communication with each other to help minimize further altercations between those involved. Students who receive no contact orders are directed to refrain from contacting an identified individual using ANY means. This includes, but not limited to comments, words or gestures in person, through postal mail, email, social networking sites, or by having others (friends, acquaintances, family members, etc.) act on the student’s behalf. Any order of no contact will remain in place until both parties agree in writing to cancel the order, pending final approval by the Office of Community Standards and Student Ethics.

9. Compliance with National Headquarters corrective action – Recognized student group/organization is required to comply with any and all corrective action outlined by their associated national headquarters.

10. Social Probation – Typically associated with student groups/organizations; social probation is understood as the group/organization is not allowed to host any events or programs social in nature, including but not limited to: socials, mixers, bands, DJ’s or any other activity that might seem to have the group/organization violating the guidelines or social probation.

11. Suspension- Any action which excludes the student from registration, class attendance, residence in University-owned or managed housing, and use of University facilities for a specified period of time. The privilege of this action unless specific written permission, otherwise obtained from the conduct officer. Suspension typically includes a trespass from all University property during the designated suspension timeframe. Should a student who is suspended be found on University property, further disciplinary action may be warranted.
   a. A suspension may be deferred on the timing of the semester (i.e. end of semester). This decision is at the discretion of the hearing board and/or hearing officer, and will only be considered if the student’s presence on campus is deemed not to be a threat. Should the student be readmitted, further incident(s) of misconduct will result in additional suspension periods or dismissal from the University. Additionally, the failure to observe the terms and condition of a suspension may cause the extension of the suspension period or further disciplinary action.
   b. A suspension will take place once the appeal timeframe or process is complete. In the event of a suspension, students are encouraged to consult with Student Accounts and the University Registrar regarding possible tuition and fee refunds. The Office of Community Standards and Student Ethics has no authority in financial matters. Furthermore, a notation will be placed on a student’s transcript indicating a disciplinary suspension. After a completion of the term of the suspension and any other sanctions, the suspension transcript notation will be removed. Upon completion of the period of suspension and fulfillment of all disciplinary requirements, the student must comply with all academic admission standards in effect in order to register.

12. Deferred Suspension- This sanction is a suspension that is delayed pending specified behavioral performance. A definite period of observation and review occurs during a deferred suspension. If a student is again found responsible of violating the Code of Student Conduct, the suspension will take place immediately, without appeal.

13. Dismissal- The permanent loss of the privilege of registration, class attendance, and residence in University owned or managed housing. The privilege to use University facilities or property is also permanently withdrawn by this action. A student who has been dismissed is not eligible for readmission. Any student who is dismissed will not be entitled to any refund of tuition or fees. A notation will be placed on a student’s transcript indicating disciplinary dismissal. Dismissal typically includes a trespass from all University property. Should a student who is dismissed from the University be found on University property, further disciplinary action may be warranted.
XV. Appeal Procedures

The following appeal procedures are outlined and considered following the outcome of a case after a
decision regarding responsibility is determined, the procedures outlined below are applicable for both
individual students and recognized student groups/organizations. The purpose of an appeal is to ensure
all parties that the original findings of fact, the reasoned integration of them, and the imposition of
sanctions or other solutions are consistent with university policies and procedures.

Any persons desiring an appeal will submit within five (5) business days (or in the case of reason #1
below, 30 days) from the date of the decision, a written statement outlining the specific issues and
rationale for the appeal. Requests for an appeal will only be considered for one or more of the
following:

1. Information not available at the hearing which, had it been available, would in all reasonable
likelihood have produced a different finding(s);
2. A substantial procedural irregularity as determined by the conduct officer;
3. Perceived hearing officer bias (or bias by a board member) based on factors other than the
hearing officer's decision and rationale for such decision; and
4. Severity of sanction(s).

Discontentment with a particular finding is not a valid reason for appeal. All appeals must be
based on the grounds for appeal as stated above.

To submit an appeal, the student or student group/organization pursuing the appeal must
submit an appeal submission form found on the Office of Community Standards & Student
Ethics website: jsu.edu/community-standards. An appeal will not be considered unless this
form is submitted. A students’ appeal may be heard by the Vice President of Student Affairs or
Dean of Students or designee.

If the sanction(s) imposed includes a housing suspension, or University suspension or
dismissal, these sanctions will not be imposed until the appeal decision is rendered however,
depending on the nature of the violations, certain restrictions may apply, and/or some
privileges may be revoked on an interim basis. The Vice President for Student Affairs will first
determine if the student or student organization has grounds for appeal based on the criteria
above. It is the sole responsibility of the appealing student to
provide information to support
the grounds for an appeal. If there are grounds for an appeal, the appeal officer may choose to
modify the finding, modify the sanctions, modify both the finding and the sanction; remand the
case for a new hearing; or uphold the original decision.

Students who file an appeal will typically be notified of the decision within fifteen (15)
business days of the appeal review. However, the Office of Community Standards and Student
Ethics reserves the right to extend this timeline as needed to complete the appeal. Students
have the opportunity to submit one appeal per conduct case.

XVI. Holds on Student Records

An administrative hold may be placed on a student's University account for the following reasons:

- The student is accused of violations that could result in a suspension or expulsion;
- The student fails to schedule an appointment with the hearing officer/advisor by the date specified in
  correspondence sent to the respondent;
- The student fails to attend a scheduled meeting with the hearing officer/advisor;
- The student fails to complete an assigned sanction(s) by the specified deadline;
- The student is sanctioned with a 'hold on student account.' This typically occurs until all sanctions are
  completed or a suspension or expulsion is imposed.

In cases involving students who are graduating, a hold may be placed that will delay the awarding of a
diploma. This may not hinder the ability for a student to participate in commencement activities,
pending approval from the Office of Community Standards and Student Ethics. To remove hold, a
student should contact their hearing officer or the Office of Community Standards and Student Ethics.
XVII. Special Procedures
To facilitate the prompt adjudication of disciplinary cases, a special hearing committee may be appointed to hear the case upon the recommendation from the Director of Community Standards and Student Ethics or designee.

Special procedures exist for any student with allegations of misconduct who are also members of the International House Program. After a student undergoes the disciplinary process with the Office of Community Standards & Student Ethics, or hearing officer designee, and if a student is found responsible they may also be given sanctions by the International House Conduct Advisory Board.

XVIII. Discipline Records
Jacksonville State University maintains a record of students who have been found in violation of University policies and regulations. Student conduct records are maintained separately from the student's official academic records, except in cases involving suspension or dismissal. In these cases, the Office of the Registrar is notified of students’ temporary or permanent dismissal.

Information about the status of a student's conduct records will be handled in compliance with the provisions of the Family Education Rights and Privacy Act (FERPA). In accordance with these provisions, no information will be released to external authorities or to others outside the conduct system, unless the student has provided written permission, authorizing such release. In other circumstances, the student's records may be released to third parties, only as authorized by subpoena or court order. In most cases, the student is notified of the subpoena or court order at the known last address prior to releasing the information.

XIX. Revisions to the Code of Student Conduct
This Code shall take effect August 1, 2018 or before if a student begins any University official activity/engagement. It is the general duty of all persons affiliated with the University conduct system to advise the Director of Community Standards and Student Ethics of modifications that should be considered in order to improve the fairness and effectiveness of the system. The Director of Community Standards and Student Ethics, in consultation with University administration will bear the responsibility for identifying and considering any proposed revisions to the Code of Student Conduct. Jacksonville State University reserves the right to make changes to the Code of Student Conduct as deemed appropriate.

Updated: March 1, 2019
Student Self Reporting

Purpose
Jacksonville State University is committed to maintaining a safe campus. The timely identification of persons arrested for, charged with or convicted of certain criminal offenses that have as an element conduct that evidences a potential risk to other members of the JSU community is essential in that effort; therefore, the following self-reporting requirement is mandatory.

Policy
A student must disclose any arrest, conviction, or the preferring of charges for any of the criminal offense designated below (state, federal or municipal)—excluding minor traffic violations that do not result in an arrest, injury or risk of injury to others—that occur after the student is first admitted to the University. Disclosure shall be made within five (5) calendar days of the subject event, unless the University is closed then in such event within two (2) business days of it reopening, whichever is longer, and should be made to the Vice President for Student Affairs, Dr. Tim King, Room # 102, Bibb Graves Hall, (256) 782-5020, on a form to be promulgated by that office. This disclosure obligation applies whether the arrest, conferring of charges or conviction relates to an offense that occurred inside or outside the State of Alabama and regardless of whether the University is in session at the time. If the arrest or conviction involves a juvenile proceeding or a student has been judicially granted youthful offender status with regard to the case [being eligible for consideration or applying for youthful offender status alone is not sufficient], the student should seek the advice of counsel regarding the disclosure obligation in light of the relevant law of the state in which the arrest or conviction occurred. Failure to comply with this disclosure obligation without a valid legal basis for doing so shall itself be deemed a violation of the Student Code of Conduct.

Reportable offenses shall include any felony offense, or any misdemeanor offense or statutory infraction involving danger to another, moral turpitude, or an offense involving the illegal possession / use / distribution of drugs, either listed under Alabama law, or a similar statute in another state, the United States, a United States territory, or foreign nation, including, but not limited to:

- Murder
- Criminal Solicitation
- Conspiracy
- Assault
- Reckless Endangering
- Vehicular Assault
- Unlawful Imprisonment
- Kidnapping
- Interference with
- Arson
- Domestic violence
- Burglary
- Robbery
- Theft
- Receiving Stolen Property
- Forgery
- Endangering the welfare of a
- Unlawful use of a credit card
- Hate Crime
- Leaving the scene of an accident
- Stalking
- Making a terrorist threat
• Any offense in which the main component deals with sexual offense, including any offense involving child pornography
• Any offense dealing with the illegal possession, use, sale, distribution or trafficking of controlled substances, illegal drugs or prescription medication.
• Resisting arrest or attempting to elude a law enforcement official
• Driving a vehicle or operating a watercraft under the influence of alcohol or drugs
• Violation of a protection from abuse order
• Issuing a bad check (negotiating a worthless check)
• Illegal carrying of a concealed deadly weapon
• Illegal use of a deadly weapon or dangerous instrument
• Illegal possession of a deadly weapon

The University is mindful of the rights of its students; therefore, a student making the required disclosure may voluntarily disclose the facts and circumstances relevant to the event or incident made the basis of the criminal action but shall never be required to do so and shall be so advised.

Mandatory reports shall be granted confidentiality to the extent required by law and may be shared or disclosed when required only with persons having a legitimate need to know.

*The Vice President for Student Affairs is responsible for this policy.*
Academic Honesty

In a University community, true knowledge can be gained only through honest means. All academic dishonesty is expressly prohibited. This policy is applicable for campus and distance learning activities. Students who violate this Academic Honesty Policy will be subject to disciplinary action(s) that could range from a zero on an assignment to failure of the course; repeated offenses can result in dismissal from the university.

Violations include BUT ARE NOT LIMITED TO, the following:

A. The use of unauthorized materials or the receipt of unauthorized assistance during an examination or in the completion of any other assignment, exercise, experiment, or project for academic credit. Unauthorized materials may include, but are not limited to, notes, textbooks, previous examinations, exhibits, experiments, papers, or other supplementary items.

B. Copying or utilizing information from a paper of another student during an examination.

C. Rendering unauthorized assistance to another student by knowingly permitting him or her to copy an examination, project, paper, assignment, exhibit, exercise, or other material to be submitted for academic credit.

D. Illegally obtaining or attempting to obtain unauthorized prior knowledge of an examination or test materials.

E. Selling or giving to another student, unauthorized copies of tests or examinations, or research assignments.

F. The use of a commercially prepared term paper or research project or the submission of a paper, project, or experiment completed by someone other than the student submitting any of the above for academic credit.

G. Falsifying class attendance.

H. Falsifying reasons why a student did not attend a required class or take a scheduled examination.

I. Taking an examination in the place of another student.

J. Making unauthorized change in any reported grade or on an official academic report form.

K. Unauthorized collaboration between two students on an examination, paper, or project.

L. Plagiarism, which is the deliberate act of copying, writing, or presenting as one’s own the Information, ideas, or phrasing of another person without proper acknowledgement of their true source.

M. Making use of computing facilities in an academically dishonest manner.

Records
Jacksonville State University maintains educational records as defined by the Family Educational Rights and Privacy Act and the Campus Security Act. Procedures for granting access to or challenging the contents of an educational record are outlined in the Jacksonville State University Catalog, published annually. The release of personally identifiable educational records is also defined by these acts and is subject to requirements outlined in the Jacksonville State University Catalog.
Intellectual Property and Fair Use Policy

Purpose
The purpose of this policy is to provide guidelines for the determination of the rights of Jacksonville State University and its faculty, administration, staff, and students (“University Member” or “Member of the University”) with regard to copyrights, patents and other intellectual property, and income of any nature derived therefrom, where work thereon was instituted after October 1, 1988.

Policy
This policy covers all materials, inventions, ideas and work copyrighted, patented or registered by administrative officers and employees, faculty, staff, students, and third-party vendors and contractors of Jacksonville State University under the Copyright and Patent Laws of the United States, and/or other protective federal and state statutes or common law legal rights and interest, when the work product was developed during the period of time that the individual was employed by, a student of or fulfilling contractual or other applicable legal obligations to JSU. Also included under this policy are guidelines for fair use of copyrighted material.

Intellectual property as that term is used herein shall be broadly interpreted to include all products of human intelligence and creation recognized by law as being protectable as such, and shall include, but not necessarily be limited to, copyrightable works, patented inventions, designs, trademarks. Examples include
1. Books, journal articles, texts, glossaries, bibliographies, study guides, laboratory manuals, syllabi and survey instruments;
2. Lectures and unpublished lecture notes;
3. Digital, video and audio works;
4. Computer programs and documentation;
5. Processes, machines and articles of manufacture;
6. Designs, concepts, logos, trademarks, trade dress and the like;
7. Any concept, process or discovery leading to an invention;

Ownership of, rights in or equity in or use of intellectual property may be determined through:
1. Individual effort;
2. University assisted individual efforts (direct, by use of University property or facilities, or while engaged in work during normal duty hours);
3. Externally sponsored efforts;
4. University assigned efforts; and
5. Fair Use.

Individual Efforts (An individual’s efforts outside of and without support of the University):
This policy recognizes that a Member of the University is entitled to ownership of or rights in intellectual property derived from individual creative works if no significant use of University property or facilities is involved or the University provides no support for the work.

1. University Assisted Individual Efforts:
Materials, designs, concepts, inventions, or works produced by employees of the University shall be subject to copyright, patent or registration by the employee and/or University as co-authors if the production cost is specifically shared by the employee and the University.
In cases where the University assistance is less than fifty percent of the costs of production, as determined by the University utilizing accepted accounting principles and procedures, the individual employee shall retain the copyright or patent and the University may share in the division of royalty or other income up to the total reimbursement costs of University assistance.
In cases in which the University assistance is fifty percent or greater, the University shall retain the copyright or patent and the division of royalty or other income shall be based on percentage of sponsorship. Routine use (defined as use that does not exceed that which would ordinarily occur in the normal discharge of the University Member’s obligations to JSU) of the library, electronic resources, equipment, office space, facilities, supplies and personnel shall not, for the purpose of this policy, constitute University assistance.
2. **Externally Sponsored Efforts:**
   Rights to materials and inventions subject to copyright, patent, registration rights or other legal protection as Intellectual Property developed as a result of work supported partially or fully by an outside agency through a contract or grant shall be determined in accordance with the terms of the contract or grant. In those cases where Intellectual Property rights are vested in the University or are shared by agreement between the sponsor and the University, the producer(s) (University Member(s) responsible for the work) may share in the income within the provisions of this policy.

3. **University Assigned Efforts**
   Materials, inventions or other works (Intellectual Property) produced by Members of the University subject to patent, copyright, registration or legal protection as such shall be exclusively owned by the University if the University assigned the employee to produce the specific materials, invention or works. Sharing of royalty or other income with the author or inventor may be authorized by the University President as an incentive to encourage further development of copyrightable, patentable work or Intellectual Property. A faculty member’s general obligation to produce scholarly and creative works and/or the receipt of professional development leave, unless there is specific agreement to the contrary, does not constitute University assigned efforts as defined in this policy.

4. **Fair Use:**
   Within the provisions of and compliance with the “Technology, Education, and Copyright Harmonization” (TEACH) Act of 2002, the Copyright and Fair Use Policy of Jacksonville State University provides an accurate guideline for teachers and faculty members concerning the rules regarding the use of copyrighted works in non-profit educational organizations. This federal legislation redefined the privileges of educators to use digital media in their lectures and presentations.
   Although there are many complex revisions to the copyright law as it applies to educational use, this guide provides methods of implementation for every department of the university.
   It is necessary for educators at the University to recognize that many of the resources used to teach students are protected by copyright laws, as virtually any “work of original authorship” is, and in which the author(s) and/or publishers have property rights and economic interests. While the copyright owner has the right of duplication and privilege of public display, teachers frequently unknowingly violate these policies when they distribute certain paper handouts in class or upload clips of video and music to a website thinking that academic use and fair use are synonymous, which they are not.
   The first step in copyright awareness begins with the policy of fair use, a complex issue even for those who work with it frequently, because many nuances make every copyright law and application relative to a given situation subjective to individual interpretations. The basis foundation of copyright law is that the right to copy, distribute, perform, or display any creative work belongs solely with the owner, who may not necessarily be the author; however, fair use makes it possible for teachers to utilize these copyrighted materials without violating the owner’s rights under a set of general guidelines, which form the basis for the application of the University’s “fair use” policy. These guidelines are as follows:

**Fair Use Guidelines**

**Factor #1**

**Purpose and Character**
   The purpose and character of use can be divided into separate categories based upon institutional and use considerations.
   Favor Fair Use – Non-profit; educational personnel.
   Support Fair Use – News reporting; parody; criticism; commentary. Against Fair Use – Commercial usage.
   The first category lists uses that weigh in favor of Fair Use while the last, commercial usage, defines what clearly may require permission from the owner if permission has not been specifically or generally granted. For example, non-profit use within the auspices of education...
makes a very good case in favor of Fair Use. If an instructor engages in a project that is non-profit and also involves criticisms of the copyrighted work, the case for Fair Use is strengthened, as qualities from the second category enhance teachers’ rights as users. Even if the user plans to profit from a copyrighted work, qualities from the second category might keep the user inside the scope of Fair Use.

These categories are mere indicators of what can be considered legal privileges of Fair Use because owners and users have always had a difficult time deciding on the proper system of balance. If there is any doubt regarding the legality of one’s actions, it is always a good idea to seek permission from the copyright owner. Consulting the University’s legal counsel is also recommended.

Factor #2 Nature of Work
The type of work one uses can also determine how Fair Use rules are applied. Favor Fair Use – facts; published works.
Against Fair Use – unique expressions; unpublished works.

Collections of pure facts and published works tend to side with Fair Use, while dealing with works that are either the result of unique thought or remain unpublished are more risky.

Unpublished works are more protected because they remain out of the public domain; however, teachers are allowed to use collections of published facts fairly safely because government copyright policies encourage the dissemination of facts to the public.

Factor #3 Quantity
The fair amount used of a copyrighted work is just as subjective as the previous two factors. According to the “Classroom Guidelines” portion of the amendment to the U.S. Copyright Act, teachers should refrain from copying more than 1000 words of any given document. Another dynamic aside from the quantity taken is the value of the portion in relation to the whole work. Is the copied portion considered the “heart” of the material? If so, the copying privileges become more limited.

Factor #4 Market Effect
The last factor in the test addresses the effects of the use on the market value of the work. Essentially, the evaluation is made through comparing the widespread use of the action and how it affects the success of the work as published material. In court cases, judges tend to analyze the first three factors before letting this fourth factor become relevant. If the first three factors indicate the use is likely fair, the judge will not allow the fourth factor to supersede those three. Situations in which the original work goes out of print are more likely to give a teacher the right of Fair Use than where a work is currently in the marketplace, for sale and from which the copyright owner could be expected to derive income or value.

5. Course Packs:
Below are basic suggestions for including copyrighted materials in student course packs:
- *Books*: limit excerpts to single chapters
- *Journals*: limit to single articles
- *Charts/Graphs*: depending on the size of the excerpt, limit to several at a time
** As always, include any copyright notices on the works themselves and be sure to appropriately cite the sources.

6. Images:
TEACHERS: Teachers should determine if the image being digitized (or converted into a computer-read format) is available online or for sale at a reasonable price.
*YES* - if the copyrighted image is available, teachers should seek to negotiate a contract for the image before using it.
*NO* - if the copyrighted image is NOT available, the digitized pictures should be smaller thumbnail images, and student access to these images should be restricted after the end of the term.
STUDENT USE - According to Fair Use, students are able to use the downloaded images for personal use and in preparation for academic work.

7. **Multimedia Works:**
   According to the guidelines from the Conference on Fair Use (CONFU), students and faculty members may incorporate other copyrighted works into audio/visual presentations under certain restrictions. Fair Use allows the presenter to utilize the copyrighted work in the presentation and perform or display this work as long as it is being given in an academic setting. However, the multimedia presentation containing the copyrighted work may NOT be distributed or copied without appropriate permission.

8. **Music:**
   The Music Library Association has established several rules for handling musical works in the classroom. The proper and improper uses are listed below:

   **Permissible Uses**
   1. An emergency copy may be made for an imminent performance, given that the replacement copies shall be ordered in due time.
   2. For academic purposes other than performance, single or multiple copies of excerpts of works may be made, but in no case more than 10 percent of the whole work. The number of copies shall not exceed one copy per pupil.
   3. Printed copies that have been purchased may be edited or simplified provided that the fundamental character of the work is not distorted or the lyrics, if any, altered or lyrics added if none exist.
   4. A single copy of recordings of performances by students may be made for evaluation or rehearsal purposes and may be retained by the educational institution or individual teacher.
   5. A single copy of a sound recording (such as a tape, disc, or cassette) of copyrighted music may be made from sound recordings owned by an educational institution or an individual teacher for the purpose of constructing aural exercises or examinations and may be retained by the educational institution or individual teacher. (This pertains only to the copyright of the music itself and not to any copyright that may exist in the sound recording.)

   **Prohibitions**
   1. Copying to create, replace, or substitute for anthologies, compilations or collective works.
   2. Copying of or from works intended to be "consumable" in the course of study or of teaching such as workbooks, exercises, standardized tests and answer sheets and like material.
   3. Copying for the purpose of performance, except as in #1 under “Permissible Uses.”
   4. Copying for the purpose of substituting for the purchase of music, except as in #1 and #2 under “Permissible Uses.”
   5. Copying without inclusion of the copyright notice, which appears on the printed copy.


9. **Reserve Copies**
   In compliance with the Fair Use Guidelines for Electronic Reserve Systems, instructors should always list the appropriate citations and notices when placing an item on reserve. Reserve materials should be limited to single articles or chapters and, in general, small portions of entire works. Also, instructors should only make copies of materials that are already owned legally by either the library or the instructor. There should be limited access to the reserves given only to students enrolled in the class during that academic period. Materials will be removed from reserve at the end of the semester. Instructors should seek permission from the copyright owner for repeated use of the same copyrighted reserve material.

10. **Distance Education:**
    The issues of copyright protection within Distance Education focus primarily on the duplication and distribution of works. While Section 110 of the federal copyright law allows educational performances of copyrighted works, there is a legal gap between what can be displayed in the
classroom and how these materials can be transmitted. The law (17 U.S.C. §110) treats materials utilized in classroom instruction (§110(1)) and that used in providing distance education (online instruction)(§110(2)) differently. The following chart may help understand the distinctions.

<table>
<thead>
<tr>
<th>SECTIONS OF COPYRIGHT LAW, U.S. CODE 17</th>
<th>Face-to-Face Instruction: 17 U.S.C. §110 (1)</th>
<th>Course Transmission (Distance Education: 17 U.S.C. §110 (2))</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility</td>
<td>Nonprofit, Educational</td>
<td>Accredited, Nonprofit, Educational, Governmental</td>
</tr>
<tr>
<td>Activity</td>
<td>Face-to-face teaching</td>
<td>Digital transmission controlled by, or under the actual supervision of the instructor:</td>
</tr>
<tr>
<td>Works Covered</td>
<td>All works</td>
<td>Nondramatic literary &amp; musical works and limited portions of other works; display of all works</td>
</tr>
<tr>
<td>Limitations</td>
<td>Lawfully obtained copy; purpose is instructional not entertainment</td>
<td>Lawfully obtained copy; available to students no longer than class session; made by or under supervision of the instructor; display of work in an amount comparable to typical classroom setting.</td>
</tr>
<tr>
<td>Where</td>
<td>Classroom or similar place devoted to instruction</td>
<td>An integral part of a transmitted class session; part of systematic mediated instructional activity; directly related to the teaching content</td>
</tr>
<tr>
<td>Who</td>
<td>Students and teachers</td>
<td>Students and teachers</td>
</tr>
</tbody>
</table>

Guidelines for digitally transmitting copyrighted material in a distance education setting are as follows:

- **Licenses** - With any copyrighted work that may be transmitted, checking the license is necessary to view any restrictions or privileges that are applicable.

- **Quantity** - The keys to any ambiguity in Fair Use are *small parts* and *limited access*. Copyrighted works transmitted over a network should be used sparingly if there is not a license agreement established. The safest copyrighted materials to be used are those that have been purchased, licensed, or loaned to a teacher library or institution.

**Limited Use for Media Materials**

1. Motion media. 10% or 3 minutes Text. 10% or 1,000 words
2. Music, Lyrics, and Music Video. 10% BUT no more than 30 seconds from an individual work.
3. Illustrations and Photographs. Hard, because fair use usually precludes the use of an entire work. May use in one educational multimedia work: no more than 5 images by a single artist or photographer; no more than 10% or 15 images from a published collective work.
4. Numerical data sets. 10% or 2,500 fields or cell entries from a copyrighted database or data table.

- **Citation** - When transmitting copyrighted material, it is necessary to cite the correct sources on the material itself. Failure to cite the material puts the instructor out of the reach of Fair Use.
-Transmission- The transmission of copyrighted material should be done over a secure network with limited access to the data. Academic classroom settings or other places designated for instruction are the only eligible sites that can legally receive such data.

-Permission-
  a. Permission to utilize a copyrighted work should be established when an instructor intends to distribute material from the course that contains copyrighted material.

b. Access becomes unrestricted: An institution intends to offer a course that contains the performance of copyrighted works to non-employees.

c. 15-day limit: An institution wishes to retain the recorded or copied class session that contains the performance of a copyrighted work for more than the 15 day limit. After the 15 days, a copy may be put on reserve in the library for on-site use only.
The following chart should assist in understanding the policy above. In the event of a conflict between the following and the language of the policy, written language governs.

<table>
<thead>
<tr>
<th>FACULTY</th>
<th>Individual Efforts-No University Support</th>
<th>Individual Efforts-University Assisted</th>
<th>Externally Sponsored Efforts</th>
<th>University Assigned</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Producing individual owns rights.</td>
<td>University contributes less than 50% of costs, producing individual owns subject to recoupment of costs from royalties. Where University contributes 50% or more of costs, the University owns the IP and royalties are divided pro rata based upon percentage of sponsorship.</td>
<td>Determine in accordance with terms of the applicable contract or grant.</td>
<td>Conclusively presumed owned by the University. The President, on recommendation of the appropriate Vice-President may execute a royalty sharing agreement to be negotiated. Royalty sharing may be used as an incentive to encourage further development of a product or work.</td>
</tr>
</tbody>
</table>

| ADMINISTRATORS & STAFF | Producing individual owns rights. | University contributes less than 50% of costs, producing individual owns subject to recoupment of costs from royalties. Where University contributes 50% or more of costs, the University owns the IP and royalties are divided pro rata based upon percentage of sponsorship. | Determine in accordance with terms of the applicable contract or grant. | Conclusively presumed owned by the University. The President, on recommendation of the appropriate Vice-President may execute a royalty sharing agreement to be negotiated. Royalty sharing may be used as an incentive to encourage further development of a product or work. |

| STUDENTS | Producing individual owns rights. | University contributes less than 50% of costs, producing individual owns subject to recoupment of costs from royalties. Where University contributes 50% or more of costs, the University owns the IP and royalties are divided pro rata based upon percentage of sponsorship. | Determine in accordance with terms of the applicable contract or grant. | Conclusively presumed owned by the University. The President, on recommendation of the appropriate Vice-President may execute a royalty sharing agreement to be negotiated. Royalty sharing may be used as an incentive to encourage further development of a product or work. |

| EXTERNAL THIRD PARTIES | Intellectual property produced under contract or agreement with parties to produce or assist in its development or production shall be presumed to be the exclusive property of the University subject only to the terms of any contract to the contrary. | | | |

*The Provost and Vice President for Academic Affairs is responsible for this policy.*
Inclement Weather Policy

Jacksonville State University is primarily a self-contained campus with a large number of residential students requiring a variety of support services, regardless of the weather. Therefore, the University does not completely close because of severe weather conditions. Decisions to close all nonessential university operations, to include classes, will be made by the President, or a designee. In the interest of safety and in recognition of the difficult driving conditions that occur in certain areas, the University permits a liberal makeup policy for commuter students who cannot attend classes during times of extreme weather conditions.

Jacksonville State University Noise Policy

Jacksonville State University is committed to providing our students an atmosphere pursuant in obtaining an education. Each member of our community is expected to be reasonable concerning noise, music, and other sounds that may interfere with the comfort, repose, health, peace, or safety of persons with reasonable sensibilities on University property and the surrounding community.

What is considered noise by some may not be consider noise by others; therefore, we are expected to act in a compliant manner when approached by law enforcement or University officials. Jacksonville State University has created the following policy concerning noise. (City Ordinance O-482-07)

A.) No person shall participate, cause, or excite any disturbance, excessive noise, or contention in or near any building or other property owned or operated by the University.

B.) Quiet hours are in effect from 8:00 P.M. to 8:00 A.M. seven days a week in and around University Residence Halls and Apartments.

C.) All music containing offensive and vulgar language is strictly prohibited in all outdoor activity programs on University property. Any outdoor activity where music is played containing offensive and vulgar language will immediately be cancelled by the University Police Department.

D.) Persons may request in writing to use sound amplifying equipment at outdoor activity programs. However, the University reserves the right to specify where and when such amplification equipment may be used. Permission and specification for use of sound equipment on campus must be obtained from the Director of Student Life. Sound amplification must comply with the noise ordinance of the City of Jacksonville. Sound amplification must not obtain offensive or vulgar language. (Page 65, Student Handbook)

E.) The University Police Department will respond to noise complaints on Campus. If noise is deemed excessive, the University Police will request the individual or person in charge of an event to reduce the noise volume. If complaints continue, the University Police may cancel the event and the individual or person in charge is subject to criminal prosecution under the noise ordinance of the City of Jacksonville. Students found in violation are also subject to the judicial process for violation of the student code of conduct.

Sound Amplification Equipment

Various outdoor student activity programs require the use of sound amplification equipment. However, the University reserves the right to specify where and when such amplification equipment may be used. Permission and specification for use of sound equipment on campus must be obtained from the Dean of Students. Sound amplification must comply with the noise ordinance of the City of Jacksonville.
Jacksonville State University Alcohol and Other Drug Policy

Purpose
The purpose of the Jacksonville State University (JSU) Alcohol and Other Drug Policy is to promote student responsibility, respect for the community and self, and to establish a University community that is safe, healthy, and conducive to academic endeavors. While students must define their own values and make their own choices, the University expects all of its members to comply with both JSU Policy and federal, state and local laws as they apply to alcohol and other drugs. Furthermore, the University recognizes the harmful effects of alcohol abuse, illicit and illegal drug use and prohibited prescription drug practices such as pharma shopping, selling prescription drugs or using prescription drugs other than as prescribed.

Outline of Policy Topics
The JSU Alcohol and Other Drug Policy will address the following topics:

1. Jurisdiction of the University
2. Alcohol Policy for Students
3. Other Drugs Policy for Students
4. Assistance for Alcohol and/or Drug Abuse
5. Summary of Federal, State and Local Alcohol and Other Drug Laws

Jurisdiction of the University
Jurisdiction of the University is generally considered to include student conduct which occurs on, near, or off University property and/or student conduct which has an adverse effect on the University, the members of the University community, or the fulfillment of the University’s mission. We expect all our students to uphold our policies and federal, state, and local laws anywhere they go as long as they are a student with JSU or have a relationship with the University.

Alcohol Policy for Students
Jacksonville State University has established the following policy in regards to alcohol use by students.

1. Alcohol possession and consumption on campus is permitted only for students of legal age (21).
2. It is unlawful and a violation of University Policy to use or possess identification that makes an individual appear older or misrepresents an individual as someone else.
3. The consumption of alcohol stronger than 80 proof is not permitted on campus.
4. It is prohibited to serve, provide, or knowingly allow alcohol to individuals under 21.
5. It is prohibited to serve alcohol to someone who is visibly intoxicated or to pressure someone to consume alcohol.
6. It is prohibited for minors to transport, possess, consume or serve alcohol.
7. Common source and "tap" systems are prohibited. This includes, but is not limited to, kegs, beer balls, punch bowls, and punch served out of a cooler or another unusual container.
8. Drinking games are prohibited.
9. Consumption in student rooms should neither infringe on the rights of other students to study nor negate any normal activity.
10. Persons may not transport or consume open containers of alcoholic beverages in public areas.
   *Public areas include hallways, foyers, stairwells, bathrooms, lounges, or other public areas including outdoor University grounds (e.g., Residential Parking Lots, The Quad, Dillon Field etc.).
11. Full responsibility for compliance with policies and laws belongs to all students.
Drug Policy for Students

The following define the University’s policies regarding drug use.

1. Jacksonville State University prohibits illegal drugs on University property and at University events.
2. Students may not be in illegal possession of any controlled substance. Possession means that such substances are on one’s person, in one’s living environment, automobile or known hiding location.
3. Prescription drugs are permitted on campus if accompanied by an authentic medical prescription. The use and/or distribution of legal medication outside the parameters of the medical authorization is prohibited.
4. Illegal drug paraphernalia, use, possession, sale, distribution, trafficking and manufacturing are prohibited.

Assistance for Alcohol and/or Drug Abuse

The University offers an array of services for students who require help with alcohol and/or drug use issues. Students needing confidential assistance responding to alcohol and/or drug abuse problems are encouraged to speak with a counselor from Counseling Services, 140 Daugette Hall, 256-782-5475. Another confidential resource is the RMC Student Health Center, 256-782-5310.

Besides individual sessions, Counseling Services provides educational programming through New Pathways, a psycho-educational program that includes both individual assessment and group participation, Collegiate Recovery Community (CRC), and Alcoholics Anonymous and Narcotics Anonymous.

Summary of Federal, State and Local Alcohol/Other Drug Laws

The following is a brief summary of some of the laws JSU students must adhere to relating to alcohol and other drugs:

1. **Aiding Underage Possession/Consumption of Alcohol:** It is unlawful to aid a person under the age of 21 in obtaining alcohol, including falsely representing the person is not a minor.
2. **Unlawful Possession, Receipt, Manufacture, or Distribution of Controlled Substances (Including Marijuana):** It is unlawful to knowingly sell, manufacture, possess supplies to create controlled substances, deliver, bring into the state, receive or be in possession of controlled substances. This includes illegally obtaining prescription drugs and marijuana. Trafficking to persons under 21, or on premises in which a person younger than 18 is present or resides, or in close proximity to a school or college results in significantly enhanced penalties, as does a drug offense that results in the death or bodily injury of a person.
3. **Driving Under the Influence (DUI):** It is illegal for any person to operate a motor vehicle while under the influence of alcohol. The State of Alabama considers anyone with a blood alcohol content of .08 or higher as under the influence and .02 or higher for someone under the age of 21.
4. **Improper Identification:** It is a criminal offense to use false identification to obtain alcohol.
5. **Minor in Possession:** In the State of Alabama, it is illegal for any person under the age of 21 to purchase, consume or possess any alcoholic beverage of any kind.
6. **Open Beverage:** It is unlawful to have an open container of alcohol in public places on campus, including Dillon Field.
7. **Open House Party:** In the State of Alabama, it is illegal for a person in control of a residence to allow a party to continue if alcohol or controlled substances are possessed or consumed by persons under age 21 and the adult knows this and fails to take reasonable action to prevent it.
8. **Alabama Dram Shop Act:** Individuals who are injured by a person who received alcohol contrary to Alabama law have cause of action for civil damages against the person who provided the alcohol to the underage minor or caused the individual to become intoxicated or furnished a controlled substance to that person.
9. *Alabama Civil Damages Act*: A person may be liable for damages under civil law to a parent or guardian of a minor if that person unlawfully sells or furnished spirituous liquors to their minor child.

10. *Public Intoxication*: It is unlawful for a person to appear in a public place under the influence of alcohol, narcotics or other drugs to a degree that she/he endangers her/himself or another person or property, or by boisterous and offensive conduct annoys another person in her/his vicinity.

**Violations of This Policy or Laws Outlined in this Policy**

Violations of this policy or laws listed will certainly result in University disciplinary action which, if found responsible, could result in any or all of the following (this list is not exhaustive):

1. Required education or workshops
2. Housing suspension
3. Loss of privileges
4. Separation from the University; temporarily or permanently
5. Probation or registration holds

Violations of the laws listed in this policy could lead to University or local law enforcement action, which could lead to any and/or all of the following:

1. Court appearances
2. Criminal history and background created or extended
3. Fines
4. Jail time
5. Loss of privileges (license, etc.)
6. Workshop or assessment requirements by law
7. Further disciplinary charges from the University

*For questions or concerns regarding this policy, please contact the Office of Community Standards & Student Ethics*
A. Notification of Non-Discrimination Pursuant to Title VI
Jacksonville State University has filed with the Federal Government an Assurance of Compliance with all requirements imposed by or pursuant to Title VI of the Civil Rights Act of 1964 and the Regulation issued thereunder, to the end that no person in the United States shall, on the grounds of age, religion, race, color, sex, handicap, veteran status, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity sponsored by this institution. Under this Assurance, this institution is committed not to discriminate against any person on the grounds of race, color, sex, handicap, veteran status, or national origin in its admission policies and practices or any other policies and practices of the institution relating to the treatment of students and other individuals, including the provision of services, financial aid and other benefits, and including the use of any building, structure, room, space, material, equipment, facility, or other property. Any person who believes himself/herself or any specific class of individuals, to be subjected to discrimination prohibited by Title VI or the Act and Regulation issued thereunder may, by himself/herself or a representative, file with the United States Commissioner of Education or with this institution, or both, a written complaint.

B. Notification of Non-Discrimination on the Basis of Disability
In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, Jacksonville State University does not discriminate on the basis of handicap. This requirement, not to discriminate in educational programs and activities, extends to employment by the University and admission thereto.
Inquiries concerning the application of Section 504, the ADA, and the implementing regulations may be referred to the Section 504 and ADA coordinator, Director of Disability Support Services.

C. Notification of Non-Discrimination on the Basis of Sex
Jacksonville State University does not discriminate on the basis of sex in the educational programs or activities which it operates. Jacksonville State University is required by Title IX of the Education Amendments (PL92-318) of 1972 and Department of Education regulations to implement Title IX, Prohibition of Sex Discrimination in Educational Programs and Activities Receiving Federal Financial Assistance, not to discriminate in such a manner. This requirement not to discriminate in educational programs and activities extends to employment by the University and to admission thereto. Inquiries concerning the application of Title IX and the implementing regulations may be referred to the Chief Diversity Officer/Title IX Coordinator, Jacksonville State University, 102 Bibb Graves Hall, or Director, United States Office for Civil Rights.

Grievance Procedures:
A student who wishes to initiate a grievance or complaint involving sex discrimination should confer first with the faculty member, administrative person, or student directly involved. If the matter is not resolved and the student wishes to appeal beyond the accused faculty member or administrative person, he or she may go to the department head, then the dean of the college, if applicable, and finally, to the appropriate vice president. If the accused is another student, the person with the grievance may bring a charge of personal abuse to the University Director of Community Standards and Student Ethics, 301 Theron Montgomery Building (TMB). After exhausting the informal remedies, the student may institute a formal written complaint. The formal procedure for handling such complaints may be obtained from the Vice President for Student Affairs.
Title IX Gender-Based and Sexual Misconduct Policy

For the most current version of this policy, please visit:
www.jsu.edu/studentaffairs/title-ix

Introduction
Members of the Jacksonville State University (JSU) Community, guests and visitors have a right to be free from all forms of gender and sex-based discrimination, examples of which include, but are not limited to, acts of sexual violence, sexual harassment, domestic violence, dating violence, stalking, or discrimination based upon their sex, gender orientation or gender identity, or retaliation for reporting the same. All members of the University community are expected to conduct themselves in a manner that does not infringe on the rights of others. JSU has a zero tolerance policy for gender-based misconduct and will promptly investigate all allegations brought to the attention of University administrators. Where individuals are found to be in violation of this policy, appropriate sanctions will be imposed.

This policy has been developed to reaffirm the University’s commitment to maintaining a safe campus community and to provide proper recourse for those individuals whose rights have been violated. The enforcement procedures utilized in implementing this policy balance the rights of victims, complainants, an accused and witnesses.

As the JSU administration is currently structured, the University’s Title IX Coordinator is responsible for implementation and application of this policy.

Overview Regarding Policy

Physical Sexual Misconduct: The expectations of the University regarding sexual misconduct can best be summarized as follows: In order for individuals to engage in sexual activity of any type with another, there must be a clear, knowing and voluntary mutual consent to and during the sexual activity. Consent means voluntary permission to engage in given conduct. Consent can be given by word or action, but non-verbal consent is not as clear as talking about what you want to do or don’t want to do sexually and may be misinterpreted. Consent to one form of sexual activity cannot automatically be taken as consent to other forms. Silence without actions that affirmatively demonstrate permission cannot be assumed to show consent.

Additionally, there is a difference between solicitation (asking), seduction (enticing), and coercion (intimidation, threats, compulsion). Coercing someone into sexual activity violates this policy in the same way as physically forcing someone to engage in sexual activity. Pressuring one to engage in sexual activity may be considered as coercion when found to be unreasonable, depending on the circumstances and the parties involved.

Because alcohol or drugs can affect one’s capacity to consent and places that issue in question, sober sexual activity is less likely to raise a question about capacity or effective consent. When alcohol or drugs are involved, even when voluntarily ingested, a person will be considered incapable to giving valid consent if they cannot fully understand the nature and extent and understand the details of the sexual interaction (who, what, when, where, how, why) because they lack capacity to understand the nature and extent of the situation. In other words, individuals who consent to sexual activity must be able to understand what they are doing. Anything less than a clear, unambiguous, knowing and voluntary consent to sexual activity should be considered a “No!”

Consensual Relationships: The University community is comprised of more than just students. Those comprising the community include students, faculty, staff and administrators to name a few. Personal or romantic relationships between persons of unequal position, rank or power are inherently risky and are discouraged. A particular problem exists in these relationships because they may be less consensual than perceived by the person whose position confers power over another. While personal relationships are not
deemed unacceptable *per se*, it is not uncommon for such relationships to be viewed differently by each of the parties, particularly in retrospect. Further, situations may change so that what conduct was once consensual becomes unwelcome. Even when parties consent to a romantic or sexual involvement, such consent does not automatically remove the possibility of a charge of applicable provisions of faculty and staff handbooks.

The University does not wish to interfere with private choices regarding personal relationships so long as these relationships do not interfere with the goals and policies of the University. For the protection of all members of this community, relationships in which power differentials are inherent (staff-student, faculty-student, administrator-student, and even perhaps student-student where one has a superior position of power) are strongly discouraged.

Consensual romantic or sexual relationships in which one party has a direct supervisory or evaluative role over the other party are deemed, however, to be particularly damaging to the University mission and are considered unethical. Therefore, those persons with direct supervisory or evaluative responsibilities who are involved in such relationships must disclose those in a timely manner to their supervisor, which will likely result in removal of the person from supervisory or evaluative responsibilities, or may shift the student out of being supervised or evaluated by someone with whom they have established a consensual romantic or sexual relationship. This may also include RA’s, GA’s, lab assistants, etc., and students over whom they have supervisory or evaluative relationships. While there is no absolute prohibition against the relationships discussed, failure to self-report and disclose such a relationship to one’s supervisor may result in disciplinary action for employee misconduct.

**Sexual Violence Risk Reduction**

Sexual violence risk reduction is an important part of the University’s efforts to eliminate sex and gender-based misconduct. Often, however, attempts to educate students by discussing risk-reduction tips can be perceived as taking on a victim-blaming tone. With no intention to set such a tone, and with affirmative recognition that those who commit acts of sexual violence are and should be held responsible for their actions, these tips are offered in an effort to help students reduce their risk of experiencing non-consensual sexual contact or activity.

1. Make your limits known as early as possible.
2. If you find yourself in a position where another is exceeding your permissible limits by being sexually aggressive, tell the aggressor “NO” clearly and firmly.
3. Try to remove yourself from the physical presence of any sexual aggressor.
4. Call for help or find someone nearby and ask for help.
5. Take affirmative control of your alcohol intake or drug use. Drugs and alcohol lower your normal inhibitions and may make you vulnerable to one who views you as drunk or high and gives that person an opportunity to take advantage of the situation.
6. Friends take care of friends! Take care of your friends and ask that they take care of you. A Friend will challenge you if you are about to make a mistake just as you should challenge them in a reverse situation. You should respect each other when they do.

If you are the initiator of sexual behavior, you owe respect to your potential partner. These suggestions may help reduce the risk of you being accused of sexual misconduct.

1. Clearly communicate your intentions to your prospective sexual partner and give them a chance to relate their intentions and expectations to you.
2. Understand and respect all personal boundaries
3. Do not make assumptions about consent, about one’s sexual availability, about whether they are attracted to you, about how far you can go or about whether they are physically or mentally capable of giving consent. If there are questions, if you are uncertain, or if there is ambiguity, you do not have consent.
4. Mixed messages from your partner are a clear indication that you should stop, defuse any sexual tension and communicate better. You may be misreading them. They may not have figured out how far they want to go with you yet. You must respect the timeline or boundaries for sexual behaviors with which they are comfortable.

5. Do not take advantage of someone’s drunkenness or drugged state, even if they did it to themselves. Intoxication, even if voluntary, can negate the effectiveness of consent and cause a sexual encounter to be without consent and potentially illegal.

6. Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simply because of your gender or size. Consent obtained through coercion is not deemed effective and may cause any contact to be considered non-consensual and potentially illegal. Do not abuse that power.

7. Understand that consent has limits and consent to some forms of sexual behavior does not automatically imply consent to any other forms of sexual behavior.

8. Prior sexual relations with someone should not be assumed that the individual has or will consent to current or future sexual activity.

9. Silence and passivity cannot be interpreted as an indication of consent. Read your potential partner carefully, paying attention to verbal and non-verbal communication and body language.

**Sexual Misconduct Explained**

Sexual misconduct can occur in more than one form of conduct and does not have to be physical or physically aggressive. As the term is used in this policy, it includes, but is not limited to:

1. Sexual Harassment (Or Attempt to Commit the Same) - Unwelcome, gender-based verbal or physical conduct that is, sufficiently severe, persistent or pervasive that it unreasonably interferes with, denies or limits someone’s ability to participate in or benefit from the University’s educational program or activities, and is based on power differentials (quid pro quo), that creates a hostile environment, or is undertaken as retaliation. Examples include: an attempt to coerce an unwilling person into a sexual relationship; to repeatedly subject a person to egregious, unwelcome sexual attention; to punish a refusal to comply with a sexual based request; to condition a benefit on submitting to sexual advances; sexual violence; intimate partner violence, stalking; gender-based verbal or physical abuse, intimidation or bullying.

2. Non-Consensual Sexual Contact (Or Attempt to Commit the Same) - Any intentional sexual touching, however slight, with any object, by a man or a woman upon a man or a woman, that is without consent and/or by force. Examples include: intentional contact with the breasts, buttocks, groin, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts; any intentional bodily contact in a sexual manner, though not involving contact with/of/by breasts, buttocks, groin, genitals, mouth or other orifice.

3. Non-Consensual Sexual Intercourse of Any Type (Or Attempts to Commit the Same) - Any sexual intercourse, however slight, with any object, by a man or woman upon a man or woman, that is without consent and/or by force, actual or constructive. Examples include: vaginal penetration by a penis, object, tongue or finger, anal penetration by a penis, object, tongue, or finger, and oral copulation (mouth to genital contact or genital to mouth contact), no matter how slight the penetration or contact.
4. Sexual Exploitation - Sexual exploitation is any actual or attempted abuse of a position of vulnerability, differential power, or trust for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another person. Sexual exploitation includes, but is not necessarily limited to:

- Invasion of sexual privacy;
- Prostituting another student;
- Non-consensual video or audio-taping of sexual activity;
- Going beyond the boundaries of consent (such as letting your friends hide in the closet to watch you having consensual sex);
- Engaging in voyeurism;
- Knowingly transmitting or exposing a STD or HIV to another student;
- Exposing one’s genitals in non-consensual circumstances; inducing another to expose their genitals;
- Sexually-based stalking, harassment or bullying;
- Nonconsensual capturing, taking, depicting or publication of, with or without identification, intimate images of another student.

Additional Applicable Definitions and Examples

The following additional term explanations and examples are intended to help you understand and conform your conduct to the requirements of this policy:

Consent: As used in this policy, consent means clear, knowing and voluntary manifestation of permission. It is active and not passive in nature. It is preferable for consent to be unambiguous and given or indicated by words, but consent may also be given by actions as long as those actions demonstrate and create a mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity. Consent to one form of sexual activity does not automatically imply consent to any other form of activity. Consent must be to current activity and may not be inferred from any previous activity or relationship.

Coercion: Coercion is unreasonable pressure for sexual activity. Coercive behavior differs from seductive conduct. It is the practice of forcing another party to act in an involuntary manner by use of intimidation or threats or some other form of unreasonable pressure or threat of force.

Force: Force is the use of physical violence, the threat of using physical force coupled with the apparent ability to do so or imposing on someone physically in order to gain access to them sexually or engage in sexual activity. Force can be actual or constructive imminently threatened or offered in order to gain consent or overcome resistance or the power to resist.

Resistance Not Necessary: It is not necessary that a party physically resist the sexual advances of another, but resistance is a clear manifestation of lack of consent. Resistance means “NO.” It does not mean only “playing hard to get.” Sexual activity or contact by force is by definition non-consensual, but lack of physical force does not mean that the activity was consensual.

Age: A person may be deemed by law to be incapable of consent due to age. Sexual contact or relations with one under age is criminal even where the under-age party is a willing participant.

Incapacitation: Sexual activity with someone who is mentally or physically incapacitated constitutes a clear violation of this policy and may be criminal. One may be incapacitated by alcohol or drugs voluntarily ingested. In such cases the resulting condition of the person is deemed to impair or totally void consent making sexual activity with such an individual to be deemed non-consensual, a violation of this policy and potentially criminal. In addition to mental condition, alcohol or drugs, a person may be incapacitated due to lack of sleep or medical condition. The simple answer is, “When in doubt as to a person’s capacity to consent, assume they are incapable of giving consent.”
Other Misconduct Offenses Also Falling Under Title IX When Sex or Gender-Based

Conduct in violation of this policy is not limited to sexual activity. Any abusive, harassing, or discriminatory conduct based upon a person’s gender, sexual orientation, or sexual identity, real or perceived; any conduct intentionally done based upon a person’s or persons’ gender, sexual orientation, or sexual identity, real or perceived, or that results in depriving an individual or class of individuals of equal enjoyment of educational or employment opportunities or access violates this policy; and any action, conduct or even inaction undertaken in retaliation for making a complaint of sex or gender-based discrimination, or having the same result regardless of intent, is also a violation of this policy.

Examples of prohibited conduct include, but are not limited to:

1. Threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of another;
2. Discrimination, defined as actions that deprive other members of the community of educational or employment access, benefits or opportunities on the basis of sex, gender, gender orientation or gender identity;
3. Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another;
4. Hazing, defined as acts likely to cause physical or psychological harm or social ostracism to any person within the university community, when related to the admission, initiation, pledging, joining, or any other group-affiliation activity (as defined further in the Hazing Policy);
5. Bullying, defined as repeated and/or severe aggressive behavior likely to intimidate or intentionally hurt, control or diminish another person, physically or mentally (that is not speech or conduct otherwise protected by the 1st Amendment).
6. Violence between those in an intimate relationship to each other;
7. Stalking, defined as repetitive and/or menacing pursuit, following, harassment and/or interference with the peace and/or safety of a member of the community; or the safety of any of the immediate family of members of the community.

Sanction Statement

The University has an affirmative duty to do what is reasonable and necessary to maintain a safe campus and proper educational environment. Imposing appropriate sanctions against those found in violation of this policy is in keeping with this effort. Depending on the nature and seriousness of any offense for which an individual may be found guilty, sanctions, or a combination of sanctions, can run anywhere from a verbal warning or reprimand to expulsion.

It should be noted that in campus hearings, legal terms like “guilt”, “innocence”, and “burdens of proof” are not applicable, but the University never assumes a student is in violation of this policy. Campus hearings are conducted to take into account the totality of all evidence available from all relevant sources.

The University reserves the right to take whatever measures it deems necessary in response to an allegation of sexual misconduct in order to protect students’ rights and personal safety. Such measures include, but are not limited to, modification of living arrangements, interim suspension from campus pending a hearing, and reporting the matter to University Police and/or the District Attorney. Not all forms of sexual misconduct will be deemed to be equally serious offenses, and the University reserves the right to impose different sanctions, ranging from verbal warning to expulsion, depending on the severity of the offense. The University will at all times consider the concerns and rights of the complainant, victim or victims and the person accused of sexual misconduct.
In keeping with the above, the following are guidelines in nature and do not reflect that any particular sanction would be imposed in any given case. Any student found responsible for violating the policy on Non-Consensual or Forced Sexual Contact (where no intercourse has occurred) will likely receive a sanction ranging from probation to expulsion, depending on the severity of the incident, and taking into account any previous campus conduct code violations. Any student found responsible for violating the policy on Non-Consensual or Forced Sexual Intercourse will likely face a recommended sanction of suspension or expulsion.

Any student found responsible for violating the policy on sexual exploitation or sexual harassment will likely receive a recommended sanction ranging from warning to expulsion, depending on the severity of the incident, and taking into account any previous campus conduct code violations.

Sexual misconduct constituting a criminal act will be referred to an appropriate law enforcement agency for investigation and possible prosecution.

**Reporting of Gender-Based or Sexual Misconduct**

Reporting of Title IX violations is encouraged at all levels in the University community. Anyone with knowledge of an offense defined in the policy can, and is encouraged, to report it. University employees are considered mandatory reporters. Reports can be made either confidentially or not. The following explains the process for each type of report.

**To Report An Offense Confidentially**

If one desires that details of an incident be kept confidential, they should speak with on-campus mental health counselors, campus health service providers, or off-campus rape crisis resources, which can maintain confidentiality. Campus counselors are available to help you free of charge and can be seen on an emergency basis. In addition, you may speak on and off-campus with members of the clergy and chaplains, who will also keep reports made to them confidential.

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<thead>
<tr>
<th>JSU Student Counseling Services</th>
<th>RMC-JSU Student Health Center</th>
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<tbody>
<tr>
<td>140 Daugette Hall 256.782.5475</td>
<td>1701 Pelham Road South Jacksonville, AL 36265 256.782.5310</td>
</tr>
</tbody>
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One may also call the University Police Department and request that an on-call counselor call them without reporting details of the matter.

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<tr>
<th>2nd Chance Shelter &amp; Support</th>
<th>Rape Response</th>
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<tbody>
<tr>
<td>Anniston, AL Crisis: 256.236.7233</td>
<td>Sexual Assault Nurse Examiner Exams 24 Hours Per Day/7 Days</td>
</tr>
<tr>
<td>Office: 256.236.7381</td>
<td>Birmingham, AL</td>
</tr>
</tbody>
</table>

| Northeast Alabama Regional Medical Center (Emergency/Trauma) | |
|-------------------------------------------------------------||
| 400 East 10th Street Anniston, AL 256. 235.5121 | |

89
Non-Confidential Reporting Options
You are encouraged to speak to officials of the institution to make formal reports of incidents (i.e., President, Vice Presidents, Associate Vice Presidents, Deans, Director of Community Standards and Student Ethics, University Police, Athletic Director, Human Resources, Faculty and Staff). The university considers these people to be “responsible employees.” Notice to them is official notice to the institution. You have the right and can expect to have incidents of sexual misconduct to be taken seriously by the institution when formally reported, and to have those incidents promptly investigated and properly resolved through administrative procedures. Formal reporting means that only people with a need to know will be told, and information will be shared only as necessary with investigators, witnesses, and the accused individual.

The official Title IX Coordinator for JSU is Jennifer Argo who is located at 102 Bibb Graves Hall. The Title IX Coordinator may be contacted by calling (256) 782-5769 or send an email to jlargo@jsu.edu

Sexual Misconduct, Discrimination and Harassment Grievance Procedures and Investigative Process

The following process governs Jacksonville State University’s (JSU, University or university) procedures for receiving complaints of sexual misconduct and protected-class discrimination and harassment, the investigation of such complaints, the prompt and fair determination whether JSU’s policies have been violated and the imposition of appropriate sanctions where violations have been found to exist. This procedure also governs the appeal process whereby a party aggrieved of any findings or sanctions may seek review.

Sexual and discriminatory misconduct are especially destructive of the educational process and wellbeing of the members of the JSU community. The prompt investigation and appropriate disposition of charges is required if the University is to fulfill its responsibilities and its obligations under federal law; therefore, to the extent the provisions herein may conflict with those related to charges of other Student Code of Conduct violations, this procedure governs.

The following definitions are intended to supplement those set out in the JSU’s Title IX policy and are not in substitution thereof. Definitions of conduct prohibited by University policy should be read liberally so as to accomplish JSU’s goal of protecting members of the University community from sexual and discriminatory abuse by others.

Definitions

**Sexual Harassment** is: Unwelcome, gender-based verbal or physical conduct sufficiently severe, persistent or pervasive that it unreasonably interferes with, limits or deprives someone of the ability to participate in or benefit from the University’s educational programs or related activities and services. The unwelcome behavior may be based on power differentials (quid pro quo – this for that), the creation of a hostile work, living or educational environment, or retaliation for reporting or participating in the investigation of misconduct. Examples include, but are not limited to: an attempt to coerce an unwilling person into a romantic or sexual relationship; to repeatedly subject a person to unwanted sexual attention or ogling; to subject a person to egregious; unwanted sexual attention to punish a refusal to comply; to condition a benefit on submitting to sexual advances; sexual violence; intimate partner violence, stalking; gender-based bullying or harassment.

**Discrimination** is: Any distinction, preference, advantage for or detriment to an individual compared to others that is based upon an individual’s actual or perceived gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, sexual orientation, sexual identity, or other protected status that is so severe, persistent or prevalent that it unreasonably interferes with or limits a student’s ability to participate in or benefit from the University’s educational program or related services or activities.
Discriminatory Harassment is: Detrimental action based on an individual’s actual or perceived gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, sexual orientation, sexual identity or other protected status that is so severe, persistent or pervasive that it unreasonably interferes with or limits a student’s ability to participate in or benefit from the University’s educational program or related services or activities.

Retaliatory Harassment is: Intentional action taken by an accused individual or allied third party, absent legitimate non-discriminatory purposes, that harms an individual as reprisal for making a complaint or participating in a grievance proceeding.

Sexual Harassment of Student by Another Student is: Any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature by a student toward another student that is so severe, persistent or pervasive that it unreasonably interferes with or limits a student’s ability to participate in or benefit from the University’s educational program or related services or activities.

Sexual Harassment of a Faculty/Staff Member by a Student: Any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature directed toward a faculty/staff member by a student that is so severe, persistent or pervasive that it unreasonably interferes with employment or creates a hostile work environment.

Sexual Harassment of a Student by a Faculty/Staff Member is: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature by a faculty or staff member toward a student are considered to constitute sexual harassment when (1) submission to such sexual conduct is made either explicitly or implicitly a term or condition of rating an individual’s educational development or performance, or (2) such conduct is so severe, persistent or pervasive that it unreasonably interferes with or limits a student’s ability to participate in or benefit from the University’s educational programs or related services or activities.

Importance of Circumspection By Those in Authoritative Positions: While a particular interaction must be sufficiently offensive to both a reasonable person and to the victim to be defined as misconduct, faculty and staff members and other persons of authority should be sensitive to questions about mutuality of consent that may be raised due to the conflict of interests that are inherent in personal relationships that result from professional and educational interactions. Harassment is particularly damaging when it exploits the educational dependence and trust between students and faculty/staff. When the authority and power inherent in faculty/staff relationships with students, whether overtly, implicitly, or through misinterpretation, is abused in any way, there is potentially great damage to the individual student, to the accused individual, and to the climate of the institution.

Complaints and Reports of or Concerning Discrimination and/or Harassment

JSU does not permit discrimination or harassment in its educational programs and related activities on the basis of race, color, national origin, ethnicity, gender, gender identity, sexual orientation, disability, age, religion, or any other characteristic protected by institutional policy or state, local, or federal law. Students who believe they have been subjected to discrimination or harassment in violation of JSU policy should follow the procedure outlined in this herein to report these concerns.

This process involves an immediate initial investigation to determine if there is reasonable cause to believe the JSU’s nondiscrimination policy has been violated. If so, the University will initiate a prompt, thorough and impartial investigation. This investigation is designed to provide a fair and reliable determination about whether the University’s nondiscrimination policy has been violated. If so, the University will implement a prompt and effective remedy designed to end the discrimination, prevent its recurrence and address its effects.
Students who wish to report a concern or complaint relating to discrimination, harassment or sexual misconduct may do so by reporting the concern to the JSU’s Title IX Coordinator:

Title IX Coordinator, Jennifer Argo
102 Bibb Graves Hall
700 Pelham Road North Jacksonville, AL 36265
256.782.5769
Email: jlargo@jsu.edu

Individuals with complaints of this nature also have the right to file a formal complaint with the United States Department of Education:

Office for Civil Rights (OCR) 400 Maryland Avenue, SW Washington, DC 20202-1100
Customer Service Hotline: 800.421.3481 or 1100
Fax 202.453.6012
TDD: 877.521.2172
Email: OCR@ed.gov
Web: http://www.ed.gov/ocr

Office for Civil Rights, Region IV
61 Forsyth Street S.W., Suite 19T10 Atlanta, GA 30303-8927
Telephone: (404) 974-9406
Facsimile: (404) 974-9471 Email: OCR.Atlanta@ed.gov
Overview of the Grievance Resolution Process

Title IX Coordinator’s Authority / Shared Responsibility: All complaints or reports of discriminatory conduct and/or harassment will be investigated promptly and neutrally. Unless a conflict exists, an administrative investigation will be conducted by the University’s Title IX Coordinator. Should a conflict exist whereby the Title IX Coordinator is unable to discharge the responsibilities of that position, the President will appoint an alternate member of the University administration to conduct the investigation. Reasonable efforts will be undertaken to interview all individuals possessing relevant information. Where criminal misconduct is alleged or found to exist, the Title IX Coordinator’s investigation may include information received from, exchanged with or obtained in cooperation with responsible law enforcement agencies or the University Counsel.

Timely Resolution: The generally accepted standard to resolve formal Title IX complaints will be thirty (30) days from the date of the receipt of a complaint unless extenuating circumstances necessitate additional time up to (60) days. If additional time is required for complaint resolution, the reason for and anticipated duration of the delay shall be made known to the individuals directly involved – usually a Complainant (victim) and Respondent (individual accused)\(^1\). University officials and employees directly involved or who have supervisory or legal responsibility may be informed of progress on a need-to-know basis. In rare circumstances resolution of a complaint may take longer than the goals set due to unavailability of parties or witnesses, University closings (scheduled and unscheduled) or other compelling reasons. In such cases, notice of unanticipated delays shall be given to persons directly involved or affected.

Concurrent Remedies: Nothing herein shall prohibit a Complainant from filing or pursuing a criminal or civil complaint at the same time a Title IX grievance complaint investigation is underway.

Not a Substitute for Non-Title IX Disciplinary Process: The Title IX grievance process is intended to apply to student civil right grievances against employees, employee civil rights grievances against students, student-on-student civil rights grievances, student civil rights grievances against visitors or guests, and guest or visitor civil rights grievances against students. All other grievances by students against students will be addressed through the student code of conduct procedures as outlined in the student handbook. The most current and accurate version of the student handbook is located online at http://www.jsu.edu/studentaffairs/handbook.html.

Possible Dual Responsibility With Human Resources: In the event an employee is taking classes or should a student also be an employee (e.g., work study, Graduate Assistant, Resident Assistant), procedures applicable to employee-on-employee grievances through the Department of Human Resources may also be applicable. It is the practice of JSU to bring employee and student grievance mechanisms together for joint resolution in such cases. Sanctions may result in an individual’s capacity as a student, as an employee, or both.

\(^1\) While a “complainant” is normally the alleged “victim” of an incident, that may not always be the case. For the purposes of this document, however, complainant and victim will be used synonymously (complainant and alleged victim being the same individual).
Informal and Formal Grievance Process

Voluntary Informal Resolution Encouraged But Not Required: Before pursuing the formal complaint process, students are encouraged to voluntarily pursue every reasonable effort to constructively resolve issues with other students, faculty, staff, or administrators. If deemed to be practical and safe, the problem or grievance should first be discussed with the individual other individual(s) involved. If satisfactory resolution is not reached after discussion with the individual(s), the student may contact the individual’s direct supervisor in an attempt to resolve the complaint. If these efforts are unsuccessful or deemed impractical, the formal complaint process may be initiated. The University does not require a student to contact any other person involved or that person’s supervisor if doing so is impracticable, if the student believes that the conduct cannot be effectively addressed through informal means, or if the aggrieved student decides it is his/her bests interests not to do so.

Formal Grievance Process: JSU’s Title IX Coordinator is designated to respond to concerns, complaints and grievances regarding discrimination and sexual misconduct. While notice of a formal statement of grievance (complaint) can be made in person to an appropriate official (President, Vice Presidents, Associate Vice Presidents, Director of Community Standards and Student Ethics, University Police, Athletic Director, Human Resources, Faculty and Supervisory Staff), students are strongly encouraged to submit grievances in writing or by email to the Title IX Coordinator, 102 Bibb Graves Hall, 256.782.5769 or jlargo@jsu.edu.

Strict compliance with the structure or content of a complaint is not required. The following structure, however, will be helpful to the Title IX Coordinator in initiating, undertaking and concluding a timely investigation. The complaint should clearly and concisely describe the alleged incident(s), when and where it (they) occurred, and may state any desired remedy sought. The grievance should be signed by the Complainant or, in the case of an email submission, sent in letter format and should contain the name and all contact information for the Complainant. Any supporting documentation and evidence should be referenced within the body of the formal grievance. Additionally, the Complainant should submit any supporting materials in writing as quickly as is practicable. Undue delay in submitting a complaint complicates the investigation.

The Complainant’s supporting documentation should clearly demonstrate all informal efforts, if any, to resolve the issue(s) with the person involved and the person’s supervisor. This includes names, dates and times of attempted or actual contact along with a description of the discussion and the manner of communication made in the course of each effort.

Upon receipt of a grievance the Title IX Coordinator will open a formal case file and coordinate any interim action, accommodations for the alleged victim, or other necessary remedial short-term actions necessary to ensure the wellbeing of such victim or Complainant and to protect the integrity of the investigation.

The Title IX Coordinator will take the following steps, perhaps among others:

- Determine the identity and contact information of a reported victim or reported victims.
- Implement any initial remedial actions necessary to ensure safety of persons or integrity of evidence, whether requested or deemed necessary.
- Conduct immediate initial investigation to determine if there is reasonable cause to charge the accused individual and what policy violations should be alleged as part of the complaint. If there is insufficient evidence to support reasonable cause of a policy violation (i.e. a complaint alleging conduct that is not a violation of University policy) the grievance will be closed with no further action.
- Where a complaint facially states sufficient facts to establish reasonable cause to believe a violation occurred, meet with the Complainant to finalize the complaint and prepare a notice to the individual(s) accused.
• Deliver the notice of the opening of an investigation to the person or persons accused of a violation or violations.
• Commence a thorough, reliable and impartial investigation by developing a strategic investigation plan, including a witness list, evidence list, intended timeframe, and order of interviews for all witnesses and the accused individual, who may be given notice of charges prior to or at the time of the interview.
• Complete the investigation promptly without unreasonable deviation from the intended timeline.
• Provide a summary of findings to the Director of Community Standards and Student Ethics for presentation to the accused individual for acceptance or rejection.
• Share the findings with and update the Complainant on the status of the investigation and the outcome.

Where the accused individual is found not responsible for the alleged violation(s), the investigation should be closed. Where the accused individual accepts the finding that he/she violated University policy, the Director of Community Standards and Student Ethics will impose appropriate sanctions. The University will act to end any sexual misconduct, harassment or discrimination, prevent a recurrence, and remedy its effects on the victim and the University community.

In the event that the accused individual rejects the findings, in part or entirely, the Director of Community Standards and Student Ethics will convene a hearing to determine whether the accused individual is in violation of the misconduct alleged. In the discretion of the Director of Community Standards and Student Ethics, a hearing may be before the Director of Community Standards and Student Ethics alone or conducted before a panel convened for that purpose in accordance with University policy governing disciplinary hearings; however, where the Director of Community Standards and Student Ethics initially elects to hear a complaint without a panel, he must so advise the complainant and the accused in the formal notice of the setting of the disciplinary hearing. In such case, either the complainant or an accused may request a hearing be conducted before a panel provided such a request is made in writing no later than twenty-four (24) hours prior to the date and time set by the Director of Community Standards and Student Ethics, weekends, holidays and university closings excepted.

At the hearing, the findings of the investigation will be admitted, but are not binding on the decider(s) of fact. The hearing will determine whether it is more likely than not that the accused individual violated University as alleged. The goal of the hearing is to provide an equitable resolution via a fundamentally fair and neutral process, respecting the civil and legal rights of all participants.

Where an accused individual is found in violation, the Director of Community Standards and Student Ethics will impose appropriate sanctions. The University will act to end the misconduct or discrimination, prevent its recurrence, and remedy its effects on the victim and the University community. If the accused individual disagrees with the Director of Community Standards and Student Ethics decision and/or the sanctions imposed, he/she may appeal to the Vice President for Student Affairs (VPSA). If the accused individual disagrees with the VPSA’s decision, he/she may appeal to the President who shall review the investigative and adjudicatory process for adherence to the requirements of due process only. The President’s decision is final.

Elaboration on Student Participation in the Investigative Process

The Title IX Coordinator will contact or request a meeting with the initiator of the formal grievance (Complainant), and the alleged victim (if different people). The Title IX Coordinator also may contact or request a meeting with relevant University staff, students, or others as part of the investigation. The Complainant may request at any time to meet with and discuss the allegations of the grievance with the Title IX Coordinator or any case officers in the event of an ongoing criminal investigation and may offer any documentation, witnesses, or other materials in support of the complaint. The Complainant has the option to have an advocate or attorney present during a meeting with the Title IX Coordinator but must advise the Title IX Coordinator of the identity of any advocate before the date of any meeting where such a person is
expected to be present. During a meeting with the Title IX Coordinator, an attorney may give advice to the Complainant, however, an attorney is not allowed to speak or argue for the Complainant. These procedures are entirely administrative in nature and are not considered legal proceedings. No audio or video recording of any kind, other than as required by institutional procedure, is permitted. The Title IX Coordinator may remove anyone disrupting the meeting from the discussion. All these same opportunities and privileges extend to all parties to the investigation and are applicable to any judicial hearing with the Director of Community Standards and Student Ethics.

**Formal Hearings of Complaint**

Disciplinary hearings for charged violations of this policy will be conducted in the same procedural manner as other disciplinary hearings. Where this policy calls for or requires procedures that differ or require expedited review, this policy shall control.

**Grounds, Procedure and Timeframes for Filing an Appeal**

The decision of the Director of Community Standards and Student Ethics may be appealed by petitioning the Vice President for Student Affairs (VPSA) to review the decision. All sanctions imposed by the Director of Community Standards and Student Ethics will be in effect during the appeal unless imposition of sanctions is stayed by the Director of Community Standards and Student Ethics upon request and a finding made by him/her that a stay is reasonable and can be allowed without jeopardizing safety other persons or the integrity of the educational mission of the University. The decision whether to grant a stay is in the sole discretion of the Director of Community Standards and Student Ethics but is subject to expedited review by the VPSA, if requested. In cases where the appeal results in reinstatement to the institution or of privileges, all reasonable attempts will be made to restore the Respondent-student to their prior status, recognizing that some opportunities lost may be irretrievable in the short term.

The decision of the Director of Community Standards and Student Ethics may be appealed by written petition only (verbal notice or email notices are not adequate) and may be pursued by either a Complainant or an accused Respondent. Both Respondents or Complainants may petition the VPSA for a review of the decision of the Director of Community Standards and Student Ethics, or the sanctions imposed, which petition for review must be filed (physically received) within three (3) business days (no later than close of business of the third day) following the appealing party receiving the Director of Community Standards and Student Ethics written findings and final decision. The P&VPASA will share the appeal documents filed with the other party, who may file a response thereto in a similar manner within three (3) business days of notice of the same. The VPSA will initially determine if the appeal meets the limited grounds of appealability and is timely. The original findings and sanctions imposed shall stand if the appeal is determined not to be timely or substantively eligible for review. If so found, the decision may be appealed to the President for a review of that finding alone. In such event, if the President sustains the decision of the VPSA, the appeal will be dismissed with finality and the VPSA so advised. If the appeal is found by the VPSA to have standing (timely and stating a proper ground for review), upon request of the VPSA the investigative and judicial records shall be promptly forwarded by the Director of Community Standards and Student Ethics for review. The Director of Community Standards and Student Ethics decision shall be accorded a presumption of correctness, and the party requesting review by the filing of an appeal must affirmatively demonstrate (as opposed to simply allege) procedural or substantive error. Grounds for appeal are as follows and are exclusive of any others:

1. A procedural or substantive error occurred in either the investigative or adjudicatory process that significantly impacted the outcome of the hearing (e.g. substantial bias, material deviation from established procedures, the findings and decision are contrary to the great weight of the evidence, etc.)

2. To consider new evidence it must be newly discovered evidence (unavailable during the original hearing or investigation) that could substantially impact the original findings, decision or sanction. A summary of this new evidence and its probable impact must be included in the notice of appeal.
Evidence that was known or reasonably should have been known and available at the time of the investigation or original hearing but is only now disclosed (newly disclosed evidence as opposed to newly discovered evidence) shall not be deemed to be sufficient.

3. The sanctions imposed are substantially disproportionate to the severity of the violation found.

If the VPSA determines that new additional evidence should be considered, he/she shall return the complaint to the Title IX Coordinator to investigate or Director of Community Standards and Student Ethics to consider in light of the new evidence only.

If the VPSA determines that a material procedural or substantive error occurred, he/she may return the matter to the Director of Community Standards and Student Ethics with instructions to reconvene a hearing to cure the error. In rare cases, where the procedural or substantive error cannot be cured by the Director of Community Standards and Student Ethics, the VPSA shall order a new hearing on the complaint. The results of a reconvened or new hearing can be appealed to the VPSA in the same manner as the original appeal.

If the VPSA is of the opinion that the sanctions imposed are inadequate or disproportionate to the severity of the violation, he/she shall return the matter with an explanation of his/her reasons for doing so to the Director of Community Standards and Student Ethics, who may then increase, decrease or otherwise modify the sanctions.

The procedures governing the hearing of appeals include the following:

- All parties shall be timely informed of the status of requests for appeal, the status of the appeal considerations and review, and the results of the appeal decision in all phases of the process. Unless a principal party to the process (Complainant, Respondent) advises otherwise, notices may be made by utilizing the email address of a party on file with the Registrar.

- The submission of new evidence or finding of procedural error in the investigative process where the result of the investigation or Director of Community Standards and Student Ethics decision is reasonably caused to be called into question should be resolved in light most favorable to the party appealing and considered as an opportunity to return the appeal to the Title IX Coordinator or Director of Community Standards and Student Ethics for clarification or reconsideration where appropriate; however, appellate review is not an opportunity for the VPSA to substitute her/his judgment for that of the original hearing body merely because he/she may disagree with their finding and/or sanctions. Appeal decisions are to be deferential to the original hearing body, making changes to the findings only where there is clear error and to the sanction only if there is a compelling justification to do so.

- Appeals are conducted by review only and not by the VPSA conducting a rehearing of the evidence, and in most cases are confined to a review of the record of the original hearing and pertinent documentation regarding the grounds for appeal.

- Sanctions imposed by the Director of Community Standards and Student Ethics are implemented immediately unless the Director of Community Standards and Student Ethics or VPSA stays implementation for good cause in extraordinary circumstances pending the outcome of the appeal.

- The VPSA will render a written decision on the appeal to all parties within seven (7) business days from receipt of an appeal notice, or where a response is filed by the other principal to the disciplinary hearing (Complainant or Respondent, as applicable) then within seven (7) business days of the receipt of said response, time being of the essence. Timeframes and deadlines may be extended for compelling reason or to comply with requirements of due process. Notice of any extensions shall be promptly given to persons involved.
Should an appeal result in the matter being returned to the Title IX Coordinator or Director of Community Standards and Student Ethics by the VPSA for additional investigation or adjudication, further investigation by the Title IX Coordinator and/or consideration by the Director of Community Standards and Student Ethics shall be finalized and notice given within seven (7) business days and the VPSA so informed. Appeal of any final decisions made following a return shall be filed in the same manner as the original appeal.

The decision of the VPSA is final in all regards, except a limited appeal may lie to the President whose review is limited solely to a determination that the parties involved were afforded substantial due process, which decision shall be final. Should the President determine that there was a lack of substantial due process, he/she shall so inform the VPSA and shall return the matter to the VPSA with instructions.

All investigatory and adjudicatory proceedings shall be concluded within sixty (60) days of the filing of a complaint, absent compelling reason for delay.

To prevent delay caused by the unavailability of any JSU official designated herein, the President may designate and temporarily appoint another University official to discharge the duties of the unavailable official.

**Special Grievance Procedures**

A. University as Complainant
   As necessary, JSU reserves the right to initiate a complaint, to serve as complainant and to initiate conduct proceedings without a formal complaint by a reputed victim of misconduct.

B. False Reports
   JSU will not tolerate intentional false reporting of incidents or violations. It is a violation of the University’s sexual misconduct and discrimination policies to make an intentionally false report of any applicable violation. Making an intentionally false report may also violate state criminal statutes and civil defamation laws.

C. Immunity for Victims and Witnesses
   JSU encourages the reporting of all policy violations by victims and witnesses, especially those involving sexual misconduct or discrimination. Sometimes, victims or witnesses are hesitant to report to University officials or participate in grievance processes because they fear that they themselves may be accused of policy violations, such as underage drinking at the time of the incident. It is in the best interest of this community that as many victims as possible choose to report to University officials, and that witnesses come forward to share what they know. To encourage reporting, the University pursues a policy of offering victims and witnesses of sexual misconduct and discrimination, in particular, limited immunity from being charged for policy violations related to the alleged misconduct where they may have been involved only to a minor degree or involved in misconduct not directly related to the violation(s) under investigation or charged. While violations cannot be overlooked, the University will, if appropriate, provide educational rather than punitive responses, in such cases.

D. Bystander Engagement
   The welfare of students in our community is of paramount importance. At times, students on and off-campus may need assistance. JSU encourages students to offer help and assistance to others in need. Sometimes, students are hesitant to offer assistance to others for fear that they may get themselves in trouble (for example, a student who has been drinking under age might hesitate to help take a sexual misconduct victim to the hospital or University Police). The University pursues a policy of limited immunity for students who offer to help others in need. While policy violations cannot be overlooked, the University will provide educational options, rather than punishment, to those who offer their assistance to others in need.

E. Parental Notification
   JSU reserves the right to notify parents/guardians of dependent students regarding any health or safety risks to the student, a change in student status or conduct situation, particularly alcohol and other drug violations. The University may also notify parents/guardians of non-dependent students who are under 21 of alcohol
and/or drug policy violations. Where a student is not dependent, the University will contact parents/guardians
to inform them of situations in which there is significant health and safety risk. The University also reserves
the right to designate which University officials have a need to know about individual conduct complaints
pursuant to the Family Educational Rights and Privacy Act (FERPA).

F. Notification of Outcomes
The outcome of an administrative investigation and/or hearing is part of the educational record of the accused
individual, and is protected from release under federal law, FERPA. However, JSU observes legal exceptions
as follows:

- Complainants in non-consensual sexual contact/intercourse incidents have an absolute right to be
  informed of the outcome, essential findings, and sanctions of the hearing, in writing, without
  condition or limitation.
- Complainants in a sexual exploitation, sexual harassment, stalking, relationship violence and any
  other gender-based offense have an absolute right to be informed of the outcome, in writing, and
  to be informed of any sanctions that directly relate to them, and to essential findings supporting
  the outcome when the outcome is one of violation and/or is equitable to share the essential
  findings with all parties.
- JSU may release the name, nature of the violation and the sanction for any student who is found in
  violation of the sexual misconduct policy. The University will release this information to the
  Complainant in any of these offenses regardless of the outcome.
- JSU reserves the right to release to appropriate law enforcement agencies and/or the District
  Attorney the filing of a complaint involving sexual misconduct, or the results of an investigation
  or disciplinary proceeding where it appears criminal misconduct may be involved.

G. Alternative Testimony Options
For sexual misconduct complaints, and other complaints of an extreme sensitive nature, whether the alleged
victim is serving as the Complainant or as a witness, alternative testimony options will be given, such as
placing a privacy screen in the hearing room, or allowing the alleged victim to testify outside the physical
presence of the accused individual, such as Skype. While these options are intended to help make the
alleged victim more comfortable, they are not intended to and shall not be utilized to work to the
disadvantage of the accused individual.

H. Past Sexual History/Character
The past sexual history or sexual character of a party will not be admissible by the other party in the
investigation or hearing unless such information is determined to be highly relevant by the Title IX
Coordinator or Director of Community Standards and Student Ethics. All such information sought to be
admitted will be presumed irrelevant, and any request to overcome this presumption by the parties must be
included in the complaint/response or a subsequent written request, and must be reviewed in advance of the
hearing by the Title IX Coordinator. While previous conduct violations by the accused individual are not
generally admissible as information about the present alleged violation, the Title IX Coordinator or Director
of Community Standards and Student Ethics may consider it or allow it to be presented only if:

- The accused was previously found to be responsible for the conduct.
- The previous incident was substantially similar to the present allegation.
- Information indicates a pattern of behavior and substantial conformity with that pattern by the
  accused individual.

If you have questions regarding any item specified in this policy
please contact:
Title IX Coordinator, Jennifer Argo, 102 Bibb Graves Hall
(256) 782-5769
jalargo@jsu.edu
Statement of Victim’s / Complainant’s Rights

☐ The right to investigation and appropriate resolution of all credible complaints of sexual misconduct or discriminatory misconduct made in good faith to University administrators.
☐ The right to be treated with respect by University officials.
☐ The right to have others present (in support or advisory roles) during an interview or hearing.
☐ The right not to be pressure to or discouraged by University officials from reporting an assault to both on-campus and off-campus authorities.
☐ The right to be promptly informed of the outcome and sanctions of any disciplinary hearing involving sexual misconduct or discrimination.
☐ The right to be informed by University officials of options to notify proper law enforcement authorities, including University Police (UPD) and local law enforcement resources, and the option to be assisted by campus administrators in notifying such authorities, if the student so chooses. This also includes the qualified right not to report, if this is the victim’s desire.
☐ The right to be notified of available counseling, mental health or student services for victims of sexual misconduct or discrimination, both on campus and in the community.
☐ The right to notification of and options for, and available assistance in, changing academic and living situations after an alleged incident, if so requested by the victim and if such changes are reasonably available. Accommodations may include:
  o Change of an on-campus student’s housing to a different on-campus location.
  o Assistance from University support staff in completing relocation.
  o Exam and assignment rescheduling.
  o Transferring class sections.
  o Temporary withdrawal.
  o Alternative course completion options.
  o Such other accommodations as may be reasonable necessary.
☐ The right not to have irrelevant prior sexual history admitted as evidence in a campus hearing.
☐ The right not to have any complaint of sexual misconduct mediated as opposed to adjudicated.
☐ The right to make a victim impact statement at the hearing and to have that statement considered in determining sanction(s).
☐ The right to a campus no contact order against another student who has engaged in or threatens to engage in stalking, threatening, harassing or other improper behavior that presents a danger to the welfare of the complaining student or others.
☐ The right to have complaints of sexual misconduct responded to quickly and with sensitivity by University officials.
☐ The right to appeal the sanctions, in accordance with the standards for appeal established in the sexual and discrimination misconduct policy.
☐ The right to review all documentary evidence available regarding the complaint, subject to the privacy limitations imposed by state and federal law, at least forty-eight (48) hours prior to a disciplinary hearing.
☐ The right to be informed of the names of all witnesses who will be called to give testimony, within forty-eight (48) hours of the hearing, except in cases where a witness’ identity will not be revealed to the accused individual for compelling safety reasons (this does not include the name of the alleged victim/complainant, which will always be revealed).
☐ The right to preservation of privacy, to the extent possible and allowed by law.
☐ The right to a hearing closed to the public.
☐ The right to petition that any member of the University administration/staff, including the Title IX Coordinator, Director of Community Standards and Student Ethics, Vice President for Student Affairs or members of any hearing committee, be removed on the basis of demonstrated bias.
☐ The right to bring a victim’s advocate or advisor to all phases of the investigation and hearing.
☐ The qualified right to give testimony in the hearing by means other than being in the same room with the accused individual.
☐ The right to ask the Title IX Coordinator or Director of Community Standards and Student Ethics to identify and question witnesses, including expert witnesses.
The right to be fully informed of the sexual misconduct and discrimination policy and procedures.

The right to have the University arrange the presence of student, faculty and staff witnesses, and the opportunity to ask questions, directly or indirectly, of witnesses present (including the accused individual), and the right to challenge documentary evidence.

The right to be present for all testimony given and evidence presented at the hearing.

The right to have complaints heard by the Director of Community Standards and Student Ethics and hearing committee members who have received annual sexual misconduct training.

The right to a hearing committee comprised of representatives of both genders.

The right to have University policies and procedures followed without material deviation.

The right to be informed in advance, when possible, of any non-confidential release of information regarding the complaint. (Some legal and regulatory reporting is mandatory and may be done by the University without prior notice or consent.)

The right not to have released to the public any personally identifiable information about the complainant, without his consent.

Statement of the Accused Individual’s Rights

The right to prompt investigation and appropriate resolution of all credible complaints of sexual misconduct or discriminatory misconduct made against him/her.

The right to be treated with respect by University officials.

The right to be informed of and have access to campus resources for medical, counseling and advisory services where indicated.

The right to be fully informed of the nature, rules and procedures of the hearing process and to timely written notice of all alleged violations within the complaint, including the nature of the violations and possible sanctions.

The right to a hearing on the complaint, including timely notice of the hearing date, and adequate time for preparation.

The right not to have irrelevant prior sexual history admitted as evidence in a campus hearing.

The right to make an impact statement at the campus conduct proceeding and to have that statement considered by the Director of Community Standards and Student Ethics in determining any sanction.

The right to appeal sanction(s) imposed, in accordance with the standards for appeal established by the sexual misconduct policy.

The right to review all documentary evidence available regarding the complaint, subject to the privacy limitations imposed by state and federal law, at least forty-eight (48) hours prior to the hearing.

The right to be informed of the names of all witnesses who will be called to give testimony, within forty-eight (48) hours prior to the hearing, except in cases where a witness’ identity will not be revealed to the accused individual for compelling safety reasons (this does not include the name of the alleged victim/complainant, which will always be revealed).

The right to a hearing closed to the public.

The right to petition that the Title IX Coordinator, Director of Community Standards and Student Ethics, Vice President for Student Affairs or members of the disciplinary hearing committee be removed on the basis of demonstrated bias.

The right to have the University arrange the presence of students, faculty and staff witnesses and the opportunity to ask questions, directly or indirectly, of witnesses present, and the right to challenge documentary evidence.

The right to have complaints heard by the Director of Community Standards and Student Ethics and disciplinary hearing committee members who have received annual sexual misconduct adjudication training.

The right to have University policies and procedures followed without material deviation.

The right to have an advisor or advocate accompanying me and assisting in the hearing process. This advisor can be anyone, including an attorney provided at the accused individual’s own cost, but the advisor may not take part directly in the hearing itself, though they may communicate with the accused individual as necessary.

The right to a fundamentally fair hearing, as defined in these - procedures.
The right to a hearing outcome based solely on evidence presented during the conduct process. Such evidence shall be credible, relevant, based in fact, and without prejudice.
The right to written notice of the outcome and sanction(s) of the hearing
The right to a hearing committee comprised of representatives of both genders
The right to be informed in advance, when possible, of any non-confidential release of information regarding the complaint. (Some legal and regulatory reporting is mandatory and may be done by the University without prior notice or consent.)

Common Questions and Answers About This Policy and Procedures

Does information about a complaint remain private?
The privacy of all parties to a complaint of sexual misconduct and discrimination must be respected, except insofar as it interferes with the JSU’s obligation to fully investigate allegations of sexual misconduct. Where privacy is not strictly kept, it will still be tightly controlled on a need-to-know basis. Dissemination of information and/or written materials to persons not involved in the complaint procedure is not permitted. Violations of the privacy of the complainant or the accused individual may lead to conduct action by the University.

In all complaints of sexual misconduct and discrimination, all parties will be informed of the outcome. In some instances, the administration also may choose to make a brief public announcement of the nature of the violation and the action taken, without using the name or identifiable information of the alleged victim. Certain University administrators may be informed of the outcome within the bounds of student privacy (i.e., President, Provost, Vice Presidents, Associate Vice Presidents, Deans, Director of Community Standards and Student Ethics, University Police, Athletic Director and Human Resources). If there is a report of an act of alleged sexual misconduct is made to an official of the University and there is evidence that a felony has occurred, University Police will be and the District Attorney may be notified. This does not mean charges will be automatically filed or that a victim must speak with the police, but the institution is legally required to notify law enforcement authorities. The institution also must statistically report the occurrence on campus of major violent crimes, including certain sex offenses, in an annual report of campus crime statistics. The statistical report does not include personally identifiable information.

Will my parents be told?
No, not unless you tell them. Whether you are the complainant or the accused individual, the University’s primary relationship is to the student and not to the parent. However, in the event of major medical, disciplinary, or academic jeopardy, students are strongly encouraged to inform their parents. University officials will directly inform parents when requested to do so by a student, in a life-threatening situation, or if the accused individual has signed a written release, or as stated in Paragraph “e” of the “Special Grievance Procedures” outlined above.

Will the accused individual know my identity?
Yes, if you file a formal complaint. Sexual misconduct is a serious offense and the accused individual has the right to know the identity of the complainant/alleged victim. If there is a hearing, the University does provide options for questioning, including using a room divider or using separate hearing rooms.

Do I have to name the perpetrator?
Yes, if you want formal disciplinary action to be taken against the alleged perpetrator. No, if you choose to respond informally and do not file a formal complaint. Victims should be aware that not identifying the perpetrator might limit the institution’s ability to respond.
What do I do if I am accused of sexual misconduct?

Do not contact the alleged victim. You may immediately want to contact someone in the campus community who can act as your advisor. You may also contact the Title IX Coordinator or Director of Community Standards and Student Ethics for an explanation of the University’s procedures for addressing sexual misconduct complaints. You may want to talk to a confidential counselor at Counseling Services or seek other community assistance.

Will I (as a victim) have to pay for counseling/or medical care?

JSU provides free counseling at the Counseling Services office located in 140 Daugette Hall, (256) 782.5475. If a victim is accessing community and no-institutional services, payment for these will be the responsibility of the victim.

What about legal advice?

Victims of criminal sexual assault need not retain a private attorney to pursue prosecution because representation will be handled by the District Attorney’s office. You may want to retain an attorney if you are the accused individual or are considering filing a civil action. The accused individual may retain counsel at their own expense if they determine that they need legal advice about criminal prosecution and/or the campus conduct proceeding.

What about changing residence hall rooms?

If you want to move, you may request a room change. Room changes under these circumstances are considered emergencies. It is typical institutional policy that in emergency room changes, the student is moved to the first available suitable room. If you want the accused individual to move, and believe that you have been the victim of sexual misconduct, you must be willing to pursue a formal or informal University complaint. No contact orders can be imposed and room changes for the accused individual can usually be arranged quickly. Other accommodations to you might include:

- Assistance from University Housing & Residence Life in completing the relocation-
- Arranging to dissolve a housing contract and pro-rating a refund
- Assistance with or rescheduling an academic assignment
- Taking an incomplete in a class
- Assistance with transferring class sections
- Temporary withdrawal
- Assistance with alternative course completion options
- Other accommodations for safety as necessary

What should I do about preserving evidence of a sexual assault?

Police are in the best position to secure evidence of a crime. Physical evidence of a criminal sexual assault must be collected from the alleged victim’s person within 120 hours, though evidence can often be obtained from towels, sheets, clothes, etc. for much longer periods of time. If you believe you have been a victim of a criminal sexual assault, you should go to the Jacksonville Medical Center Emergency Room, before washing yourself or your clothing. A victim advocate from the institution can also accompany you to the hospital and the University Police Department can provide transportation. If a victim goes to the hospital, University Police will be called, but she/he is not obligated to talk to the police or pursue prosecution. Having the evidence collected in this manner will help to keep all options available to a victim, but will not obligate him or her to any course of action. Collecting evidence can assist the authorities in pursuing criminal charges, should the victim decide later to exercise it.
From the victim: The hospital staff will collect evidence, check for injuries, address pregnancy concerns and address the possibility of exposure to sexually transmitted infections. If you have changed clothing since the assault, bring the clothing you had on at the time of the assault with you to the hospital in a clean, sanitary container such as a clean paper grocery bag or wrapped in a clean sheet (plastic containers do not breathe, and may render evidence useless). If you have not changed clothes, bring a change of clothes with you to the hospital, if possible, as they will likely keep the clothes you are wearing as evidence. You can take a support person with you to the hospital, and they can accompany you through the exam, if you want. Do not disturb the crime scene – leave all sheets, towels, etc. that may bear evidence for the police to collect.

☐ Will a victim be sanctioned when reporting a sexual misconduct policy violation if he/she has illegally used drugs or alcohol?

No. The severity of the infraction will determine the nature of the University’s response, but whenever possible the University will respond educationally rather than punitively to the illegal use of drugs and/or alcohol. The seriousness of sexual misconduct is a major concern and the University does not want any of the circumstances (e.g., drug or alcohol use) to inhibit the reporting of sexual misconduct.

☐ Will the use of drugs or alcohol affect the outcome of a sexual misconduct complaint?

The use of alcohol and/or drugs by either party will not diminish the accused individual’s responsibility. On the other hand, alcohol and/or drug use is likely to affect the complainant’s memory and, therefore, may affect the outcome of the complaint. A person bringing a complaint of sexual misconduct must either remember the alleged incident or have sufficient circumstantial evidence, physical evidence and/or witnesses to prove his/her complaint. If the complainant does not remember the circumstances of the alleged incident, it may not be possible to impose sanctions on the accused without further corroborating information. Use of alcohol and/or drugs will never excuse a violation by an accused individual.

☐ Will either party’s prior use of drugs and/or alcohol be a factor when reporting sexual misconduct?

Not unless there is a compelling reason to believe that prior use or abuse is relevant to the present complaint.

☐ What should I do if I am uncertain about what happened?

If you believe that you have experienced sexual misconduct or discrimination, but are unsure of whether it was a violation of the institution’s sexual misconduct and discrimination policy, you should contact the Title IX Coordinator or Director of Community Standards and Student Ethics.

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jlar@jsu.edu

Director, Community Standards and Student Ethics, Lauren Lowell
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