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(All Numbers - Area Code

Dear students:

Welcome to the Southern Methodist University (SMU) Community! Whether you are entering for your first semester or returning to continue your studies, we are glad you are here. If you are a new student, we hope

The information in this book was the best available at press time. Watch for additional information and changes.



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Meadows School of the Arts.....3
Cox School of Business3
School of Education &
 Human Development.....3
School of Engineering.....3
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Perkins School of Theology3
University Libraries4
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University Archives4
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Hamon Arts Library4
Institute for the Study of Earth and Man4
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Academic Support Services5
Advising Center5
The Norwick Center for Media and
 Instructional Technology (NCMIT)6
Media Library Circulation Desk6
Classroom Distribution Services.....6
Public Access Computer Labs (Academic
 Computer Services)6
Information Technology Services.....6
The Altshuler Learning Enhancement Center



UNIVERSITY LIBRARIES

smu.edu/libraries/

Records of the holdings of all SMU libraries are accessible through PONI, the Public Online Information system (poni.smu.edu). Users can key into the database from personal computers in the libraries, or from any terminal or personal computer, on or off campus, that can connect to SMU through the Internet or through the use of PPP software to connect to SMU's network.

BRIDWELL LIBRARY

Interim Director: James McMillan

Circulation Desk: (214) 768-6633

THE NORWICK CENTER FOR MEDIA AND INSTRUCTIONAL TECHNOLOGY (NCMIT)

Director: Bill Dworaczek
smu.edu/cul/ncmit/
103 Fondren Library West

Ph: (214) 768-3456

The primary mission of the NCMIT is to enhance the effective utilization of media and technology in the classroom and other learning environments. A wide range of services and materials is provided to the entire SMU community, including an extensive media library, viewing facilities, equipment distribution, classroom and event support services, media production

and distribution. For more information, please contact the NCMIT at (214) 768-3456 or ncmit@smu.edu.

DIVISION OF STUDENT AFFAIRS

OFFICE OF THE VICE PRESIDENT

Vice President for Student Affairs: Dr. Lori S. White

Perkins Administration Building, Room 203

smu.edu/studentaffairs/

Ph: (214) 768-2821

The Division of Student Affairs is responsible for the oversight of educational and developmental programs in and out of the classroom settings at the University. The initial purpose of the Division is to support academic endeavors, however, it also works to extend what is learned in the traditional classroom into the free time and recreational activities of students. The Division is staffed by masters and doctoral degree professionals and a number of clerical and service personnel. Many students are also employed by the Division in e5aj3p4J/hT3131[P2 0 TdC pE8e5aj3p4tc8e5aj3p4J/hT3131YpE8e5ajds4C

(WEDNESDAY)

A 6x3 grid of red lines. A diagonal line runs from the bottom-left corner to the top-right corner, passing through the center of each cell. The grid is empty.

OCTOBER 2007

{MONDAY}	{TUESDAY}	{WEDNESDAY}
		4:00 PM - Time Management Workshop (A-LEC) 3
<i>Columbus Day (Observed)</i> 4:00 PM - Concentration Workshop (A-LEC)	4:00 PM - Using Your Learning & Memory Styles Workshop (A-LEC)	
		4:00 PM - Preparing for Tests Workshop (Fondren Library East Rm 323)
5:00 PM - GPA 101: SMU Survival Skills Workshop (A-LEC) TBA - SAMSA African American Recruitment Conference	4:00 PM - GPA 101: SMU Survival Skills Workshop (A-LEC)	4:00 PM - Textbook Study-Reading Workshop (A-LEC)
4:00 PM - Preparing for Tests Workshop (A-LEC)	5:00 PM - Essay Exams Workshop (A-LEC)	<i>Halloween</i> 4:00 PM - Multiple Choice Tests Workshop (A-LEC)

{THURSDAY}	{FRIDAY}	{SATURDAY & SUNDAY}
		Football SMU VS Southern Miss, at Southern Miss
		Football SMU VS Tulane
5:00 PM - Taking & Using Notes Workshop (A-LEC)		Football SMU VS Tulsa, at Tulsa

{MONDAY}

{TUESDAY}

{WEDNESDAY}

Homecoming: Once Upon a Hilltop,
November 3rd - 10th

Election Day
Homecoming: Once Upon a Hilltop,
November 3rd - 10th

Homecoming: Once Upon a Hilltop,
November 3rd - 10th

4:00 PM - Preparing for Finals
Workshop (Fondren Library
East Rm 323)
TBA - SAMSA Holiday Gathering/ Mixer

3:00 PM - Preparing for Finals
Workshop (A-LEC)
5:00 PM - Preparing for Finals Workshop.
Bring your syllabi!

3:00 PM - Preparing for Finals
Workshop (A-LEC)
6:00 PM - Preparing for Finals Workshop.
Bring your syllabi!

Fall Break

Fall Break

No Classes

3:00 PM - Preparing for Finals
Workshop (A-LEC)
7:00 PM - Preparing for Finals Workshop.
Bring your syllabi! (A-LEC)

4:00 PM - Preparing for Finals
Workshop (A-LEC)
6:00 PM - Preparing for Finals Workshop.
Bring your syllabi! (A-LEC)

4:00 PM - Preparing for Finals
Workshop (A-LEC)
6:00 PM - Preparing for Finals Workshop.
Bring your syllabi! (A-LEC)

{THURSDAY}

{FRIDAY}

{SATURDAY & SUNDAY}

Homecoming: Once Upon a Hilltop,
November 3rd - 10th

Homecoming: Once Upon a Hilltop,
November 3rd - 10th

Standard Time returns
Homecoming: Once Upon a Hilltop,
November 3rd - 10th
Football SMU VS Houston, at Houston
(ESPN televised game)

Homecoming/ Football game at 2 pm
Football SMU VS Rice

Veterans Day

2:00 PM - Preparing for Finals
Workshop (A-LEC)
6:00 PM - Preparing for Finals Workshop.
Bring your syllabi!

Football SMU VS UCF

Un44 TSMU VS UCF

{MONDAY}

{TUESDAY}

{WEDNESDAY}

MARCH 2008

{MONDAY}	{TUESDAY}	{WEDNESDAY}
3	4	5
Spring Break (Halls remain open) 10	Spring Break (Halls remain open) 11	Spring Break (Halls remain open) 12
St. Patrick's Day 17	18	4:00 PM - GPA 101: SMU Survival Skills Workshop (A-LEC) 19
24	25	26
31		

{THURSDAY}	{FRIDAY}	{SATURDAY & SUNDAY}
		SAMSA - R2B2, Program Council - R2B2 Committee TBA - SAMSA Connect Mentor Training 1
		2
6	7	8
		Daylight-saving Time begins 9
Spring Break (Halls remain open) 13	Spring Break (Halls remain open) 14	Spring Break (Halls remain open) 15
		Palm Sunday 16
First Day of Spring 4:00 PM - GPA 101: SMU Survival Skills Workshop (Fondren Library East Rm 323) 20	Good Friday University Holiday 21	22
		Easter 23
27	28	TBA - SAMSA Multicultural Gala 29
		TBA - SAMSA Minority Academic Awards 30

MAY 2008

{MONDAY} {TUESDAY} {WEDNESDAY}

Examinations	Examinations	Examinations
Memorial Day (Observed)		

{THURSDAY} {FRIDAY} {SATURDAY & SUNDAY}

		Examinations
Examinations	Examinations	1:00 PM - Residence Halls close
		Mother's Day
		Commencement
		1:00 PM - Residence Halls close for seniors

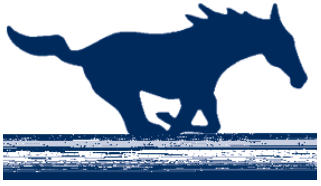
{MONDAY}

{TUESDAY}

{WEDNESDAY}



Southern Methodist University





Southern Methodist University

MUSTANGS

“Laziness may appear attractive, but work gives satisfaction.”
– Anne Frank

MONDAY
August
27

TUESDAY
August
28

WEDNESDAY
August
29

AUGUST

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SEPTEMBER

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30						

7:00 PM - Violence Prevention Program sponsored by the Delta Gamma Foundation Lectureship in Values and Ethics

Great Escape

	August 30	THURSDAY			
		August 31	FRIDAY		
			September 1	SATURDAY	
				September 2	SUNDAY



Southern Methodist University

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*"The world is round and the place which may seem like the end may also be only the beginning."
— Ivy Baker Priest*

SEPTEMBER

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OCTOBER

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September

MONDAY 3

Labor Day
Football SMU VS Texas Tech
(ESPN televised game)
University Holiday

September

TUESDAY 4

Room & Hall change requests begin. See your Residence hall or Community Director

September

WEDNESDAY 5

4:00 PM - Time Management WorkshopLEC

4:00 PM - Organization Workshop (A-LEC)

THURSDAY

FRIDAY

Football SMU VS North Texas

SATURDAY

SUNDAY



Southern Methodist University

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S M T W T F S
2 3 4 5 6 7 8
1

*“Without discipline, there is no life at all.”
– Katharine Hepburn*

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

Lined writing area for Monday, Tuesday, and Wednesday.

Large red vertical bar with a small calendar grid at the top.

Lined writing area for Thursday, Friday, Saturday, and Sunday.

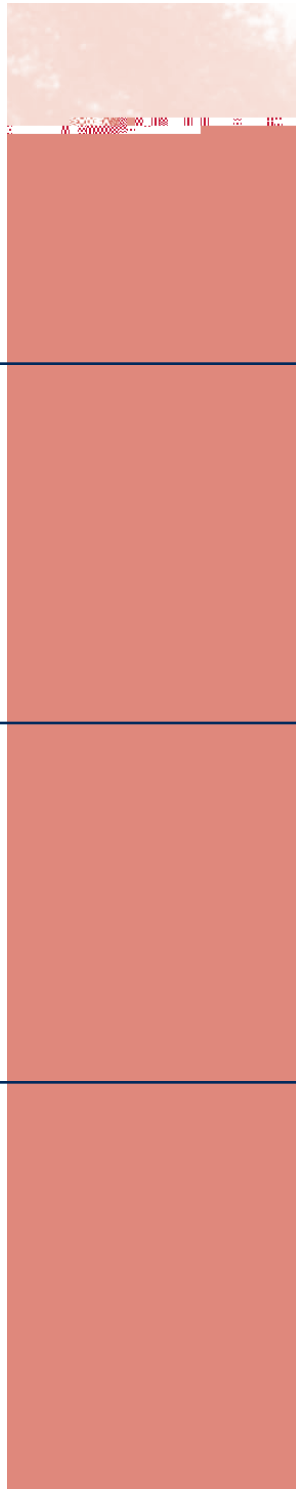
Lined writing area for Thursday, Friday, Saturday, and Sunday.



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*“Adventure is worthwhile in itself.”
– Amelia Earhart*





Southern Methodist University

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*“Once you realize how good you really are,
you never settle for playing less than your best.”
— Reggie Jackson*

OCTOBER						
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NOVEMBER						
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October _____

MONDAY

1 _____

October _____

TUESDAY

2 _____

October _____

WEDNESDAY

3 _____

4:00 PM - Time Management Workshop (A-LEC)

	<p>October _____</p> <p>4 _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>THURSDAY</p>
	<p>October _____</p> <p>5 _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>FRIDAY</p>
	<p>October _____</p> <p>6 _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>SATURDAY</p>
	<p>October _____</p> <p>7 _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>SUNDAY</p>



Southern Methodist University

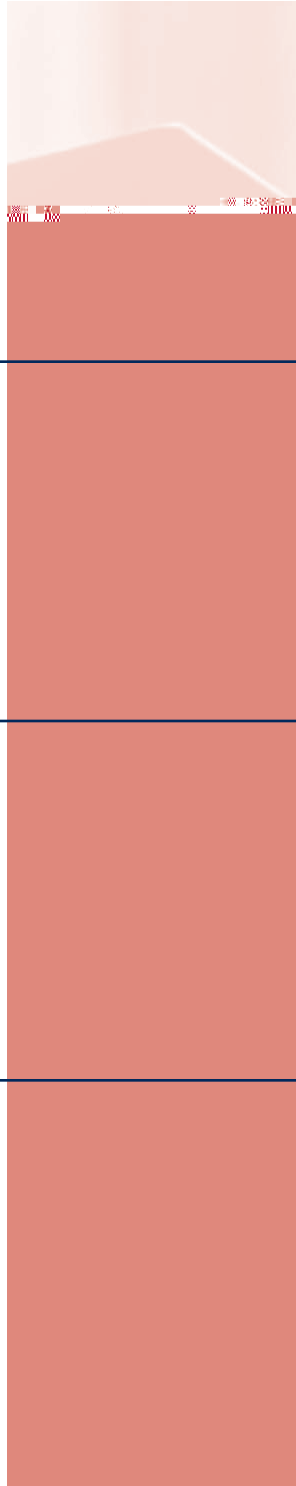
MUSTANGS

*"This is the team. We're trying to go to the moon.
If you can't put someone up, please don't put them down."
— NASA motto*

MONDAY

TUESDAY

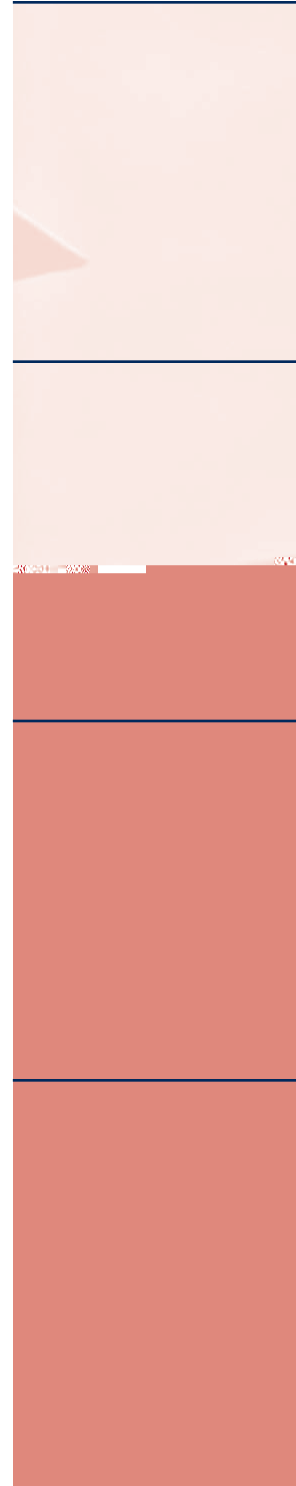
WEDNESDAY



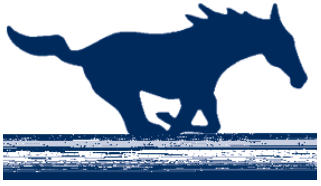
Lined writing area for Monday, Tuesday, and Wednesday.

THURSDAY

FRIDAY



Lined writing area for Thursday and Friday.





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*"The harder you work, the harder it is to surrender."
- Vince Lombardi*

OCTOBER						
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MONDAY

TUESDAY

WEDNESDAY

Lined writing area for Monday.

Lined writing area for Tuesday.

Lined writing area for Wednesday.

THURSDAY

FRIDAY

SATURDAY

SUNDAY

Large lined writing area on page 63, with a red background on the left side.



Southern Methodist University
MUSTANGS

*“Common sense is seeing things as they are;
and doing things as they ought to be.”*
– Harriet Beecher Stowe

NOVEMBER

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DECEMBER

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MONDAY

November

19

Fall Break

TUESDAY

November

20

Fall Break

WEDNESDAY

November

21

No Classes

November

22

THURSDAY

University Holiday-Thanksgiving

November

23

FRIDAY

University Holiday-Thanksgiving

November

24

SATURDAY

Football SMU VS Memphis, at Memphis

November

25

SUNDAY



Southern Methodist University

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*"No one can make you feel inferior without your consent."
- Eleanor Roosevelt*

NOVEMBER						
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DECEMBER						
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November 26 **MONDAY**

3:00 PM - Preparing for Finals Workshop (A-LEC)

7:00 PM - Preparing for Finals Workshop. Bring your syllabi! (A-LEC)

November 27 **TUESDAY**

4:00 PM - Preparing for Finals Workshop (A-LEC)

6:00 PM - Preparing for Finals Workshop. Bring your syllabi! (A-LEC)

November 28 **WEDNESDAY**

4:00 PM - Preparing for Finals Workshop (A-LEC)

6:00 PM - Preparing for Finals Workshop. Bring your syllabi! (A-LEC)

November 29 **THURSDAY**

3:00 PM - Preparing for Finals Workshop (A-LEC)

5:00 PM - Preparing for Finals Workshop (Fondren Library East Rm 323)

November 30 **FRIDAY**

December 1 **SATURDAY**

Football Conference USA Championship Game (ESPN televised game)

December 2 **SUNDAY**

Celebration of Lights



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*"There are no gains without pains."
- Benjamin Franklin*

DECEMBER						
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JANUARY						
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MONDAY

December 3

TUESDAY

December 4

WEDNESDAY

December 5

Hanukkah begins at sundown

December

6

THURSDAY

December

7

FRIDAY

December

8

SATURDAY

December

9

SUNDAY



Southern Methodist University

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DECEMBER

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JANUARY

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"Do the best you can in every task, no matter how unimportant it may seem at the time. No one learns more about a problem than the person at the bottom." – Sandra Day O'Connor

MONDAY

December 10

Exams

TUESDAY

December 11

Exams

WEDNESDAY

December 12

Exams

December

13

THURSDAY

Exams

December

14

FRIDAY

Exams

December

15

SATURDAY

December Commencement

December

16

SUNDAY

10:00 AM - Residence Halls close



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*"The price of greatness is responsibility."
– Winston Churchill*





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*“We must use time as a tool, not as a crutch.”
– John F. Kennedy*





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*"A creative man is motivated by the desire to achieve,
not by the desire to beat others."
- Ayn Rand*

FEBRUARY						
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MONDAY

February

4

4:00 PM - Improving Concentration Workshop (A-LEC)

TUESDAY

February

5

WEDNESDAY

February

6

Ash Wednesday
4:00 PM - Using Your Learning & Memory Styles Workshop (A-LEC)

February

7

THURSDAY

February

8

FRIDAY

February

9

SATURDAY

February

10

SUNDAY



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"Lots of people want to ride with you in the limo, but what you want is someone who will take the bus with you when the limo breaks down." – Oprah Winfrey

FEBRUARY						
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MARCH						
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February 18 MONDAY Presidents' Day

February 19 TUESDAY

February 20 WEDNESDAY 4:00 PM - Multiple Choice Tests Workshop (Fondren Library East Rm 323)

February 21 THURSDAY

February 22 FRIDAY

February 23 SATURDAY

February 24 SUNDAY

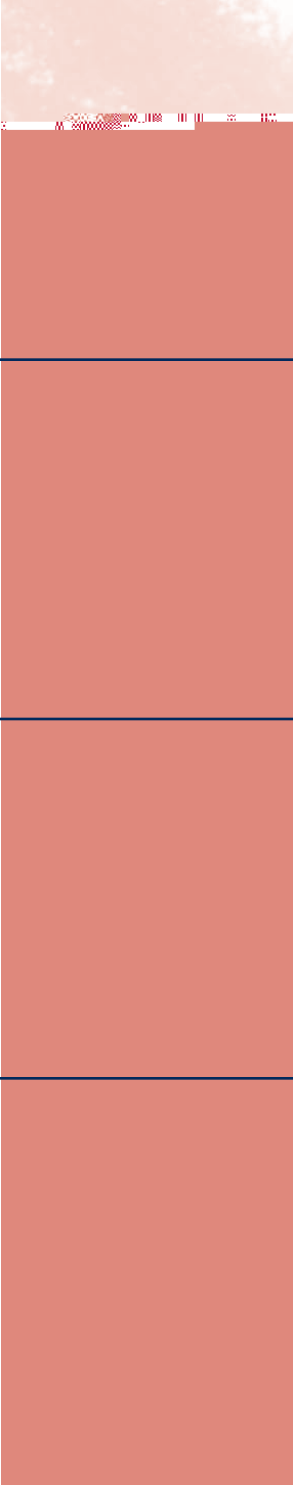
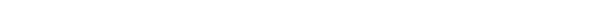
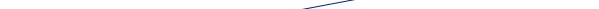
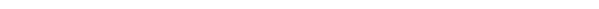




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*“Truth is the only safe ground to stand upon.”
– Elizabeth Cady Stanton*





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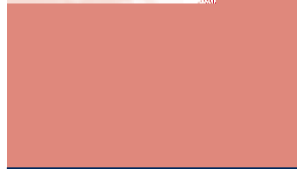
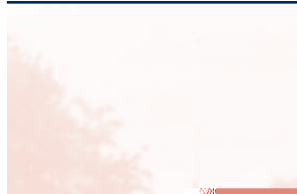
*"I can accept failure. Everyone fails at something.
But I can't accept not trying."
— Michael Jordan*

MONDAY

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“Challenges make you discover things about yourself that you never really knew. They’re what make the instrument stretch—what make you go beyond the norm.” – Cicely Tyson





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APRIL						
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MAY						
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"If you want to make peace with your enemy, you have to work with your enemy. Then he becomes your partner."

— Nelson Mandela

MONDAY

April 28

TUESDAY

April 29

WEDNESDAY

April 30

Mane Event

May

1

THURSDAY

May

2

FRIDAY

May

3

SATURDAY

May

4

SUNDAY

Examinations

Examinations



Southern Methodist University

MUSTANGS

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*"Courage is the ladder on which all the other virtues mount."
- Clare Boothe Luce*

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY



Southern Methodist University

MUSTANGS

“Some of the world’s greatest feats were accomplished by people not smart enough to know they were impossible.”

– Doug Larson



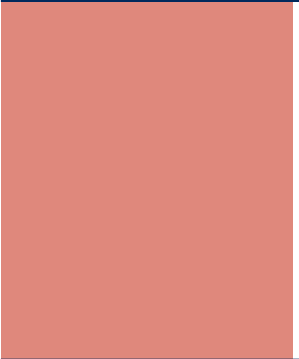




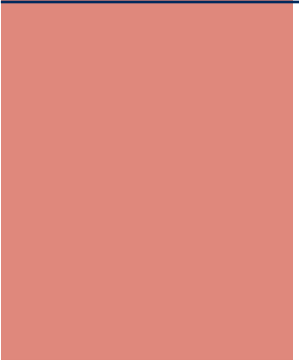
THURSDAY



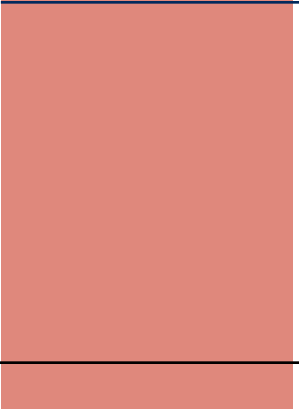
FRIDAY



SATURDAY



SUNDAY





Southern Methodist University

MUSTANGS

*“If there is to be any peace it will come through being, not having.”
– Henry Miller*

MONDAY

Lined writing area for Monday.

TUESDAY

Lined writing area for Tuesday.

WEDNESDAY

Lined writing area for Wednesday.

Journal page with a red background and horizontal blue lines for writing.



Southern Methodist University

MUSTANGS

*"To fulfill a dream, to be allowed to sweat over lonely labor,
to be given a chance to create, is the meat and potatoes of life."
- Bette Davis*

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY						
S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 9

MONDAY

June 10


TUESDAY

June 11

WEDNESDAY

June 12

THURSDAY



June 13

FRIDAY

June 14

SATURDAY

Flag Day

June 15

SUNDAY

Father's Day



Southern Methodist University

MUSTANGS

*“There is no man living who isn’t capable of doing more than he thinks he can do.”
– Henry Ford*

S M T W T F S

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

Lined writing area for Monday, Tuesday, and Wednesday.

Large red vertical bar with a white mountain silhouette at the top.

Large red vertical bar with a white mountain silhouette at the top.

Lined writing area for Thursday, Friday, Saturday, and Sunday.



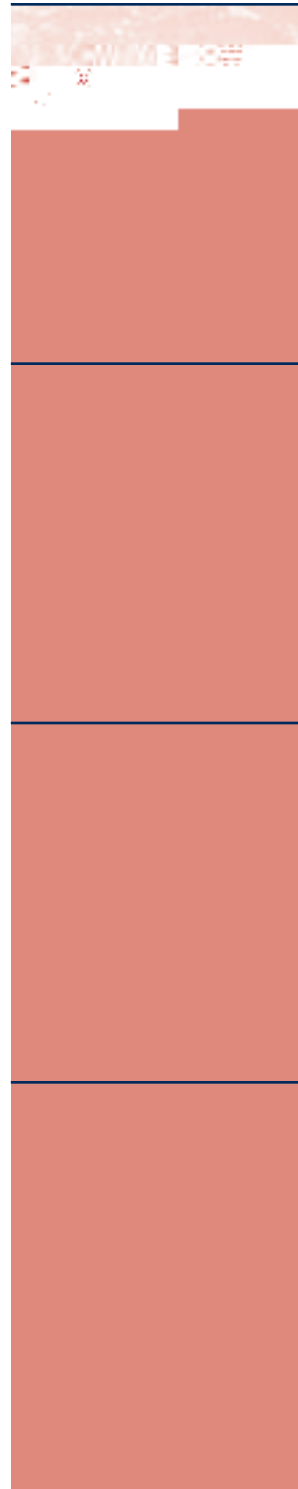
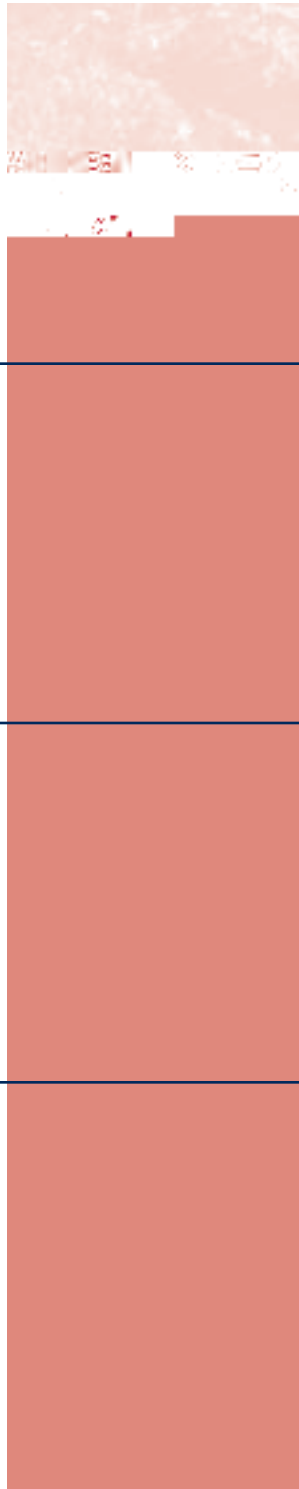
Southern Methodist University

MUSTANGS

*"You really can change the world if you care enough."
– Marion Wright Edelman*

MONDAY

Lined writing area for Monday, consisting of multiple horizontal lines for notes.




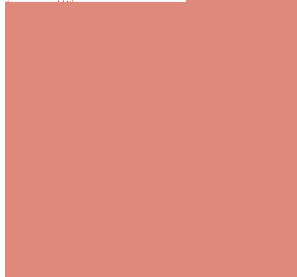



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Southern Methodist University

MUSTANGS

*“The time is always right to do what is right.”
– Martin Luther King, Jr.*

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Southern Methodist University

MUSTANGS

*“Where there is great love there are always miracles.”
– Willa Cather*

JULY						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
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27	28	29	30	31		

AUGUST						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

Handwriting practice lines for Monday, Tuesday, and Wednesday.

Red shaded area for handwriting practice on Monday, Tuesday, and Wednesday.

Handwriting practice lines for Thursday, Friday, Saturday, and Sunday.

STUDENT CODE OF CONDUCT

1.0 INTRODUCTION

SOUTHERN METHODIST UNIVERSITY'S Student Code of Conduct exists to identify and explain to the student body those University policies that most directly affect student life. Having voluntarily enrolled as students at Southern Methodist University and assumed a place in the University community, all students are presumed to be knowledgeable of, and to have agreed to abide by, the rules and regulations set forth in this Student Code of Conduct, both on and off campus. The Student Code is received and evaluated by the Student Senate, which is the legislative body representing student interests. The writing of the Student Code involves students, is for students, and is the expression of the student body's relationship to the rest of the University. Hence, the Student Senate may at any time make recommendations to the code and the senate shall be asked to endorse it. Changes to the Student Code adopted by the Student Senate are subject to approval by the President of the University.

Based on the action of the Board of Trustees, the President of the University is authorized

2.10 In addition to abiding by the Student Code of Conduct, students assuming leadership roles, in either elected or appointed capacities, will accept the responsibility to uphold and support the Student Code.

2.11 When behavior deemed to be

3.04(b) USE OF GROUNDS

- 3.04(b)(1)** Activities taking place during the academic year on streets and grounds must be sponsored by members of the University Community (chartered student organizations, faculty, staff, and departments) and must be approved by the Director of Student Activities or his/her designee, who in turn, will notify Campus Planning and Plant Operations, the SMU Police Department, the Office of Risk Management, and all other offices pertinent to the request. During the summer months, the Director of Student Activities or his/her designee, will approve the use of grounds in consultation with the Office of Conference and Event Services. The Vice President for Student Affairs must approve specific requests for the use of campus grounds that may be considered extraordinary by the University, including display of automobiles. All requests for the area in front of Dallas Hall will require initial approval by the Vice President for Student Affairs.
- 3.04(b)(2)** If the event becomes disruptive of the normal operations of the University, it may be canceled at any time before or during the event by the Director of Student Activities, the SMU Police Department, and/or Dean of Student Life.
- 3.04(b)(3)** Members of the University Community (chartered student organizations, faculty, staff, and departments) requesting a table for the area outside of the west entrance of the Hughes-Trigg Student Center must obtain approval from the Hughes-Trigg Student Center Meeting and Events Coordinator or his/her designee. Only 3 tables are allowed at any one time.
- 3.04(b)(4)** The approval for requests for Use of Campus Grounds for events that can be defined as “runs”, “walkathons,” or relays for charitable endeavors will be limited to one per semester. The Vice President for Student Affairs must grant any exceptions to this policy.
- 3.04(b)(5)** Approved structures must comply with all requirements of the city, e.g., having fire extinguishers on the site, posting no smoking signs, etc.
- 3.04(b)(6)** On home football game days for The Boulevard, University Community members who have requested a Mustang Club tent or space for an event requiring additional staging, tables, chairs, set up, power, etc., must submit a Use of Campus Grounds form for the event. This request will require an additional Athletics Department signature before approval will be granted by the Director of Student Activities or his/her designee.
- 3.04(c) USE OF THE UNIVERSITY FLAGPOLE** The flagpole in the main quadrangle is used for flying the colors of the United States. No other use may be made of the flagpole without the approval of the President or his/her designee.
- 3.04(d) LOADING OF BUSES ON CAMPUS** Buses that are contracted to come on campus to transport students, members of student organizations, or other University community members must use 3000 block of Binkley (south side of the intramural fields) to load when leaving campus and unload when returning to campus. SMU Police Department must be contacted prior to the use of this area for the buses, and use of outside security agencies for the loading and unloading of buses must be approved by the

SMU Police Department. The Director of Student Activities and the SMU Police Department may grant permission for buses to load and unload from other locations on campus; this request must be made with a Use of Campus Grounds form. Alcoholic beverages may not be loaded onto buses at any time.

3.04(e) DEFAACEMENT OF UNIVERSITY PROPERTY Any activity that can cause the defacement of university property, such as, but not limited to, stapling of posters to trees, taping to street lamp posts, etc., is not permitted.

3.04(f) CHALKING OF SIDEWALKS The chalking of sidewalks for advertising by recognized organizations or University departments is permitted as long as prior approval is granted by the Student Activities Center.

3.05 DISHONESTY Dishonesty is defined as an individual or group’s action, or omission of action, which is intended to mislead, defraud, or deprive University officials, hearing boards, students, faculty members, or members of the community at large of rights to information, accuracy of record, or property. Dishonesty includes, but is not limited to: the intention to produce counterfeit documents, possession of equipment with the intent to produce counterfeit documents, production of counterfeit documents, forgery, falsification of records, lying, falsification of checks, money orders, etc., theft, unauthorized entry into University facilities; falsification and/or manipulation of computer data.

3.06 DRUGS Every person subject to the jurisdiction of this Code shall be responsible for compliance with all local, state, and federal laws regarding controlled substances and/or prescription drugs including, but not limited to, their use, sale, distribution, possession, or manufacture. Violations of any local, state, or federal law regarding controlled substances and/or prescription drugs may subject the person to disciplinary proceedings in the University substances

its owner or the controlling authority of the Computer Facility that oversees that information.

3.09(c) Creating, modifying, executing, or retransmitting any computer program or instructions intended to obscure the true identity of the sender of electronic mail or electronic messages, collectively referred to as "Messages," including, but not limited to, forgery of Messages and/or alteration of system and/or user data used to identify the sender of messages;

3.09(d) Accessing or intentionally destroying files, Software, or Licensed Software on a Computer Resource without the permission of the owner of such files,

3.14(b)(3) Such conduct has the purpose or effect of interfering with an individual's work or academic performance or which creates an intimidating, demeaning, hostile, or offensive residential, work, or academic environment.

Students with complaints of student-to-student sexual harassment
or

Students with complaints of student-to-student sexual harassment

3.22(b) Visitors to the SMU campus who are not on official business must be a guest of a University student, faculty member, or staff member, and normally will be welcomed; however, non-SMU personnel

groin, breast, or buttocks, or the clothing covering them, without the other person's consent;

3.25(a)(2) intentionally or knowingly causing or attempting to cause another to touch a person's intimate parts without the consent of the person who does the touching;

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regarding their behavior so that they maintain appropriate standards of conduct at all times. Students on such trips are under the jurisdiction of the Student Code of Conduct. Therefore, all provisions of the Student Code of Conduct apply during the entire University-sanctioned trip. This includes, but is not limited to, the prohibitions against the use of all illegal drugs and the illegal use of alcohol. Team rules and/or persons under whose auspices or direction the trip is conducted may state additional expectations appropriate to the type and venue of a particular trip. When possible, such guidelines should be provided in writing to students prior to the beginning of the trip, but such is not required. The person(s) in charge of the trip may institute additional standards of conduct as, at their discretion, they deem appropriate. Such supplemental instructions are also subject to the Student Code of Conduct.

3.32 STUDENTS ORDERED TO ACTIVE MILITARY DUTY The policy and procedure pertaining to students who are ordered to active military duty can be found in the University Policy manual, available on the SMU website.

3.33 Use of Copyrighted and/or Trademarked Materials Students/student organizations must be aware of, and abide by, all applicable copyright and trademark/service mark laws. It is a violation of University policy for a student/student organization knowingly to use and/or present copyrighted/ trademarked materials without obtaining the permission of the copyright/trademark or service mark holder.

“Copyright” is the right of an author, artist, composer or other creator of intellectual work to control another’s use of that work. Federal copyright law extends protection to literary musical, artistic, dramatic, and other kinds of intellectual work. To ensure compliance with copyright laws, any student/student organization that wishes to

recommendation will stand unless it is complained against in accordance with the Student Senate Policies and Procedures. The Student Senate is the authority on all matters relating to recognition of student organizations.

4.02(b)(1) Probationary status

4.03(c)(5) Will be included on the Student Activities Center's directory of organizations for referrals to interested individuals

4.03(c)(6) Will be assigned

subject to review by the Students' Association Comptroller. Organizations receiving student activity fees must meet the following guidelines:

- 4.04(k)(1)** All funds must be held in a Students' Association account and administered by the Students' Association comptroller.
- 4.04(k)(2)** All appropriated student activity fee monies not encumbered at the end of the fiscal year shall revert to the Students' Association.
- 4.04(k)(3)** All revenue

- 5.03(d)(15)(i)** Meet with SMU Administrators
- 5.03(d)(15)(ii)** Meet with the Council Greek Advisor
- 5.03(d)(15)(iii)** Meet with the other chapter Advisory Boards,
under the facilitation of the Greek Advisor
- 5.03(d)(15)(iv)** Present goals and plans to the Council
- 5.03(d)(15)(v)** Receive advisor training, in some form, from

Members of the University Judiciary who find they are unable to meet the requirements of the judicial system shall so inform the Office of the Dean of Student Life and submit a letter of resignation.

II. OUTLINE OF THE JUDICIAL SYSTEM The judicial system is an education system, one that promotes growth, understanding, responsibility and accountability. Therefore, the University does not allow attorneys to actively participate in any way in the University's judicial system.

This outline provides a basic overview of the judicial system and a quick guide to the responsibilities of the various parts. For an accurate understanding of any part of the system, one must review the pertinent detailed text in the rest of this section. The majority representation on all boards is students. The UJC, in conjunction with the Vice President for Student Affairs, makes recommendations/amendments to the procedures of the judiciary to the President of the University.

- A. Proposals are to be made to the UJC for their recommendation, but final authority to change the judicial code rests with the University President.
- B. When the UJC receives a change, the Council is required to inform the Dean of Student Life and the Student Body President of the proposal and the

a. Selection of Members

- i. Selection of Student Members** Selection of student members

IV. CONDUCT OF THE HEARING

- A. UNIVERSITY HEARING BOARDS** Whenever possible, members from the University hearing board pool will be selected to serve as hearing board members on a random basis. The complainant and the accused may challenge any member of the hearing board on grounds of bias. Upon considering any challenges from the accused or complainant concerning his/her impartiality, any member of a hearing board may withdraw voluntarily. If there is no quorum and a member is excluded, the hearing will be delayed until an alternate member of the University hearing board pool can be selected.
- B. QUORUM - UNIVERSITY HEARING BOARD** At least four (4) members of the hearing board shall be present throughout the hearing. If less than the required number is present at the opening of the hearing, the hearing shall be postponed until four (4) members can be convened. These requirements may be waived in writing upon agreement of all parties. Once the hearing has commenced, if a hearing board member should need to withdraw for a period of no less than thirty (30) calendar days (excluding school holidays), the hearing shall recess until all members can be present. Once the hearing has commenced, if a hearing board member should need to withdraw for a period of more than thirty (30) calendar days (excluding school holidays) or permanently, the accused may request that the hearing continue with the remaining hearing board members and it may do so if the complainant agrees. Otherwise, a new hearing will be scheduled. All members, including the Chair, may vote, and all determinations shall be by majority vote. A failure to vote shall be registered as a “not responsible” vote. For Serious Offenses cases, the quorum is four hearing board members, composed of students, faculty and staff. The Chair of a Serious Offenses Hearing Board is a non-voting member.
- C. QUORUM - UNIVERSITY JUDICIAL COUNCIL** At least four (4) members, including at least one (1) student member, one (1) faculty member, and one (1) staff member, shall be present throughout a UJC appellate review. At least five members, including at least two (2) faculty members, two (2) student members, and one (1) staff member shall be present throughout an Honor Council appeal (see The Honor Code of SMU, Article VI, Section 3). The Chair is a voting member.
- D. DISQUALIFICATION** Upon considering any challenges from the accused concerning his/her impartiality, any member of a hearing board may withdraw voluntarily. In such cases, the accused may waive the right to a quorum in writing and the hearing will proceed. If the accused chooses not to waive the right to a quorum, another member from the pool shall serve on that board, and the hearing will be rescheduled.
- E. NOTICE** Notice will have been considered served if it was mailed from the University post office in the Hughes-Trigg Student Center at least four (4) days (excluding school holidays) before the day of the hearing to the student’s local address and to the student’s email address, as they appear on file with the University Registrar. Students are required to maintain a current local address and telephone number and e-mail address on file with the University Registrar at all

L. BURDEN AND STANDARD OF PROOF Upon a hearing of the charges, a University judicial officer has the burden of going forward with the evidence and the burden of proving the charges. The standard by which the charges must be proven is the greater weight of the credible evidence.

M. EXTENSION OF TIME The Chair of the hearing board may, at his/her discretion, grant extensions of time, at any point, as may be reasonably necessary to permit the accused student sufficient time to prepare his/her defense. The Chair may, also in his/her discretion, grant an extension of time to the complainant and accused student, at any time, so that additional evidence may be made available to the hearing board. If after the hearing has commenced the hearing board discovers the need for more preparation or more time to hear testimony, the Chair shall recess the hearing to a later time. The hearing board may then direct any further investigation for its proper disposition of the case. Inability to obtain witnesses shall not be justification for undue delay in continuing a hearing.

N. PROCEDURAL ISSUES The Chair of the hearing board will exercise discretion to resolve any procedural issues raised.

O. CHANGE IN ALLEGATIONS Any change in the allegation against a student shall be regarded as a new complaint subject to the process for handling complaints in the first instance.

P. RIGHTS OF THE COMPLAINANT:

1. To be informed of all alternatives and options by a counselor in the Counseling and Testing Center.
2. To decide whether he or she wishes to press charges through the University Judicial System.
3. To have parents/family member (non-lawyer) or a member of the SMU community accompany him or her during

who has specialized training. No one may serve as chaitrext5315Tgta05315TgtaFas

- B.** Beginning with their senior year, students may request, through a written petition, to have their disciplinary records expunged by the Dean of Student Life for good cause. Factors to be considered in review of such petitions shall include:

THE HONOR CODE

Intellectual integrity and academic honesty are fundamental to the processes of learning and of evaluating academic performance, and maintaining them is the responsibility of all members of an educational institution. The inculcation of personal standards of honesty and integrity is a goal of education in all the disciplines of the University.

The faculty has the responsibility of encouraging and maintaining an atmosphere of academic honesty by being certain that students are aware of the value of it, that they understand the regulations defining it, and that they know the penalties for departing from it. The faculty should, as far as is reasonably possible, assist students in avoiding the temptation to cheat. Faculty members must be aware that permitting dishonesty is not open to personal choice. A

professor who allows a student to copy his or her work is guilty of academic dishonesty. The honor code is a statement of the University's commitment to academic integrity.

SECTION 2: HEARING PROCEDURES

- (a) A hearing board should be comprised of four students and one faculty Honor Council member. The quorum for a hearing shall be four members. For a hearing to commence, the complainant or a statement by him or her, and the investigator or a statement by him or her must be present. The accused does not have to be present for the case to proceed. Training for hearing board members will be jointly planned and implemented by the faculty adviser and the Dean of Student Life.
- (b)

SECTION 2: Only the accused student has the right to appeal.

SECTION 3: All requests for appeal of the hearing board's decision shall be submitted to the University Judicial Council in writing no later than four (4) calendar days (excluding school holidays) from the Hearing Summary meeting with the Honor Council President or the mailing of the Hearing Summary Report to the student's address of record. Requests must set out detailed reasons for the appeal. The hearing board shall submit a response to the appeal to the University Judicial Council. Judicial

2. In certain cases, a person not officially registered to park on campus may be issued a temporary permit. This permit must be displayed on the rear view mirror of the vehicle. Inquiries regarding temporary permits should be directed to the Park 'n Pony Office at 214-768-7275.

FEES 2006-2007

Parking fees per school year (September 1 - August 31) are as follows:

1. Student

Full-time (more than 9 credit hours)

Full Year - \$230

Fall Semester Only - \$115 (*Available only to Graduating Seniors*)

Spring Semester - \$115

Part-time (9 or fewer credit hours)

Full Year - \$115

Fall Semester Only - \$115 (*Available only to Graduating Seniors*)

Spring Semester - \$60

2. Evening - \$60 per semester

3. Summer (May - August) - \$50

4. Faculty/Staff - \$26 a month

5. Temporary (follows:)

with no time designation, the restriction is enforced 24 hours daily. On Saturday and Sunday and official school holidays, only posted restrictions are in effect.

When restrictions are not in effect, vehicles bearing a current SMU parking permit may park in any space that is not in violation of state and local statutes or is not controlled by signs or curb markings indicating special provisions, except Male first- year students. Reserved parking areas (i.e., Peyton Parkway, etc.) are reserved 24 hours a day, seven days a week.

ENFORCEMENT

1. Citations will be issued by the University Police for violation of traffic and parking regulations.
2. A **sixth** traffic citation will result not only in a fine but also in the individual being designated a habitual violator.
3. Securing a parking permit using fraudulent

5. **The paying of citations does not constitute reinstatement of a person's parking privileges.**
6. Subsequent violation of parking regulations will result in the student being referred to the Dean of Student Life for action.

TOWING/IMPOUND POLICY

Vehicles in violation of posted restrictions (i.e., cited three times or more for parking without a current decal, parked in a fire lane, occupying a space reserved for the disabled with no visible authorization, parked in a no parking area, reserved space, in a service vehicle space without a hang tag, blocking traffic flow or a danger to the safety of others) will be towed or impounded at the owner's expense. All vehicles towed by the Police Department are impounded in an on-campus area. Arrangements to retrieve the vehicle must be made at the Police Department.

All tows are made by a licensed towing service. SMU is not responsible for any damage sustained as a result of a tow. The tow service accepts responsibility for the vehicle during the towing process.

ABANDONED VEHICLES

Any vehicle parked on University property without University permission for a period of 48 hours or more is considered abandoned under state law and can be towed from the campus at the owner's expense. After the vehicle is towed, the owner who is listed on the state registration of the vehicle will be informed about location of the vehicle via certified mail. Failure to claim the vehicle from the storage company within 20 days of the notice will result in the vehicle in notice be of

Faculty, staff and students are required to have an SMU ID CARD in their possession at all times and to present their SMU ID CARD upon request by a University Official. The SMU ID CARD is available at the Park N' Pony Office located on the 2nd floor of the Hughes-Trigg Student Center.

Security cameras are positioned at several locations around campus including the entrances and exits of parking garages, some public places and some

POLICY FOR REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

The Southern Methodist University Police Department prepares and distributes an annual security report for the SMU main campus, the SMU-in-Legacy campus and the SMU-in-Taos campus in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. These reports, published annually by October 1, contain three (3) years worth of crime, arrest and disciplinary referral statistics and outline security policy statements including sexual assault policies. The statistics include incidents occurring on campus, public areas adjacent to campus, and certain non-campus facilities including Greek housing and remote classrooms. The statistics are also gathered from the University Park Police Department, Highland Park Department of Public Safety, Dallas Police Department, Plano Police Department, Taos County Sheriff's Office in New Mexico and other University/College officials who have significant responsibility for students and campus activities (including but not limited to directors, deans, department heads, designated RLSH staff, student affairs, advisors to students/student organizations, athletic coaches).

The Southern Methodist University Police Department makes these reports available at no cost via the following Internet web pages:

SMU - Main Campus smu.edu/pd/clerystats/2006/annualreport2006-Main.pdf

SMU-In-Legacy Campus smu.edu/pd/clerystats/2006/annualreport2006-Legacy.pdf

SMU-In-Taos Campus smu.edu/pd/clerystats/2006/annualreport2006-Taos.pdf

Students may request a printed copy of this report by contacting the SMU Police Department in person at the SMU Police Department administrative offices located at 3128 Dyer Street in Patterson Hall during normal business hours Monday - Friday. Students may also request a printed copy by calling SMUPD Administrative Offices at (214) 768-1582, via email at police@smu.edu, or by mail at the following address: Southern Methodist University Police Department, Attention: Annual Security Report Requests, P.O. Box 750334, Dallas, TX 75275-0334.

In addition to this report, the police department provides a daily crime log that may be viewed on the web at smu.edu/pd/dailyreport_default_page.asp.

SERIOUS CRIMES (TIMELY WARNINGS)

In order to keep the SMU community informed about serious crimes and security issues, timely warnings may be issued in the form of a Crime Alert. Crime Alerts are issued on a case-by-case basis in a manner that will provide notification to the campus community about certain reportable criminal incidents that occur on or very near the campus. The institution must also believe the criminal incident poses a continuing threat to the community and the alert will aid in the prevention of similar crimes in the future.

The crimes that typically result in a timely warning are referred to herein as "Clery Act Crimes". These crimes, as defined by 34 CFR 668.46(b)(c), are: Criminal Homicide, Forcible Sex Offense, Non-Forcible Sex Offenses, Robbery, Aggravated Assault, Burglary, Auto Theft and Arson.

These crimes must have occurred within those areas of the campus that are specifically defined in 34 CFR 668.46(a). These areas are broken down into the following categories:

- On Campus Property (includes Residential Facilities)
- Non-Campus Property
- Public Property

(Definitions for these categories can be viewed by visiting www.securityoncampus.org)

NOTE: SMU will not necessarily issue timely warnings for every Clery Act criminal incident that is reported since that specific incident may not pose a continuing threat to the community. Certain Clery Act crimes like motor vehicle theft, for example, occur infrequently on the campus at random locations. Suspect information is often never provided or determined. This is also true of the Dallas/Ft Worth area. Individuals should exercise due care and caution to

avoid being victimized. Check out the crime community statistics at www.smu.edu/pd/clerystats/

12. Always lock car doors and windows when you leave or enter your car.
13. Never leave belongings in plain view in your car. Lock them in the trunk.
14. If someone in a vehicle attempts to stop you, even to ask for directions, do not get close to the vehicle.
15. Register, engrave, mark, and/or photograph all your valuables including bicycles, stereos, jewelry, vehicles, computers, etc.
16. Never get on an elevator with someone who looks suspicious. If someone who looks suspicious gets on, get off immediately.
17. Avoid using ATM's in the dark, isolated areas; it's best to use machines that are highly visible in public areas such as supermarkets.
18. Never flash your cash. Always have "emergency" change for a phone call.
19. Be responsible with alcohol. If you are intoxicated, you are less alert and an easier target for robbers and attackers.

SECURITY IN THE RESIDENCE HALL

1. Never leave your door open, even if you will be gone for only a few minutes; especially, never leave a door propped open. Always lock doors, screens and windows to prevent uninvited access to your room.
2. Don't mark your room key or key chain with your name, address, or telephone number.
3. Do not give anyone a key to your room.
4. Do not leave valuables in plain sight.
5. Never let strangers into your hall. This puts you and others at risk.
6. Be aware of suspicious persons and activities. If you observe someone or something suspicious, notify the hall staff and the SMU PD at 214-768-3333.

NOTE: Calls to 911 from cellular telephones will be answered by the Dallas Police or the University Park Police. Students using cell phones should tell the 911 Operator they are calling from the SMU campus and need to speak to the SMU Police Department. The 911 Operator will immediately

SMU POLICY ON SEXUAL HARASSMENT

Southern Methodist University is committed to providing a work and study environment that encourages intellectual and academic excellence and the emotional well-being of its students, faculty, and staff. Circumstances, facts, and conduct that violate this policy contradict the University's educational philosophy and standard.

Southern Methodist University expressly prohibits sexual harassment of its students, faculty, or staff, or of applicants who seek to join the University community in any capacity.

SMU strives to provide an educational and working environment for its students, faculty, and staff free of intimidation and harassment. The unprofessional treatment of students and colleagues in any form is unacceptable to the University community.

Educational materials and programs designed to increase awareness and understanding of sexual harassment and ways to prevent its occurrence

Prompt, effective grievance procedures that are fair to both the complainant and the accused

Appropriate sanctions

Reasonable action to protect complainants and others participating in the proceedings against retaliation

Counseling and consultation services by professional counselors for those involved in sexual harassment complaints

Informal proceedings that safeguard the identities of the persons involved and the outcome of the proceedings

SEXUAL HARASSMENT

Definition

Sexual harassment includes, but is not limited to, such behavior as unwelcome sexual advances; requests for sexual favors; verbal or physical conduct of a sexual nature directed toward a student, member of the faculty or staff, or an applicant seeking admission to the University.

CENTER FOR ALCOHOL & DRUG ABUSE PREVENTION

A primary mission of the Center is to assist SMU students who may be “at risk” or struggling with alcohol or other drug problems. The Center provides assessment, intervention, referral, short-term counseling, as well as on-going support for recovering students. Sessions with the Center’s licensed counselors are confidential and no information is released without written consent of the student.

STANDARDS OF CONDUCT

Alcohol: A) The Student Code of Conduct prohibits possession and consumption of alcoholic beverages in public places on campus. B) The United

- 5) **CAMPUS AWARENESS:** We work with student organizations to coordinate projects to focus attention on the dangers of alcohol and drug abuse and the problems of dependency.
- 6) **SUPPORT GROUPS:** Our office supports self-help groups and refers students to a wide range of support groups in the community, as dictated by the needs of the individual. We support on-campus AA meetings and have regular contact with other 12-step groups.
- 7) **EDUCATION:** Presentations are given about alcohol and other drugs, chemical dependency and substance abuse topics. The Center utilizes social norms marketing to correct student misperceptions about alcohol use.
- 8) **TRAINING:** Students, faculty and staff are trained to deal with others they believe may have a substance abuse or dependency

GENERAL CRISIS

Covenant House "Nineline" Crisis Support (2A



WELCOME

Welcome to the SMU residential community and welcome to what we believe will be a great year for you as an SMU student and campus resident! The Department of Residence Life & Student Housing (RLSH) provides housing for students in the residence halls including the shared interest communities of Daniel House, Multicultural House, Service House and the apartment style residence halls of Hawk, Martin and Moore Halls. Additionally, RLSH operates the SMU Apartments and several Greek houses.

It is our desire to provide a living environment that promotes and is compatible with the academic success of students. To that end, this *Student Handbook (Resident Edition)* contains the SMU Student Code of Conduct as well as Residence Hall and SMU Apartments Community Standards and policies. (Policies for SMU-owned Greek houses are available from the House Manager.) By signing a contract for a residence hall or for an SMU Apartment, you agree to abide by and support the standards of your community as stated in your contract and this Handbook. All policies in this Handbook apply to residents, apartment occupants and all guests. Please remember and consider your neighbors and help us maintain a quiet, clean and respectful community environment.

Doug Hallenbeck, Ph.D.

Assistant Vice President of Student Affairs &
Director, Department of Residence Life & Student Housing

RLSH MISSION STATEMENT

To advance the goals and objectives of the University by creating residential communities which empower residents to value learning, citizenship and leadership.

GUIDING PRINCIPLES

- Student focused policies and procedures
- Integrity in all business practices
- Provide services that add to the residential experience
- Responsive to the internal and external customer
- Balance the good of one with the good of the whole
- Provide experiences that value what residents value that learning, leadership, and citizenship

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RLSH STAFF

Living in residential communities is a great opportunity for you to meet new people, learn from others, get involved in community leadership, and in the process discover a little more about yourself. Here is a brief summary of RLSH staff who can assist you.

RESIDENT ASSISTANT (RA)

RAs are student staff members who live on each residence hall floor. RAs play a major role in building a positive community on the floor and in the residence hall. RAs are great resources for questions about hall or campus life, as well as for important policies and procedures.

COMMUNITY ASSISTANT (CA)

The CAs are student staff members who live in Hawk, Martin and Moore. The CA position is similar to that of RA.

APARTMENT COMMUNITY ASSISTANT (ACA)

The ACAs are student staff members who live in the apartment community and serve Daniel House, Multicultural House and the SMU Apartments. Their role is to help build community, assist with roommate or neighbor conflicts and serve as a resource. ACAs are supervised by the Residence Community Director.

RESIDENCE HALL DIRECTOR (RHD) & RESIDENCE COMMUNITY DIRECTOR (RCD)

These full-time, professional staff members directly supervise the student staff, and are responsible for “life” in the residential community, including academic support and other programs that help define a positive residential experience. Staff members also work closely with facilities and custodial staff to assure that the community is well maintained.

ASSISTANT DIRECTOR FOR RESIDENTIAL LIFE (ADRL)

The Assistant Directors are experienced residential life professionals with a broad background in student development and residence hall management. ADRLs supervise a team of Residence Hall Directors, the Residence Community Director and Graduate Greek House Directors. In addition, each ADRL has specific responsibilities for coordinating departmental activity. There are three ADRLs:

- ADRL for Academic Initiatives: Supervises Virginia-Snider, Shuttles, Mary Hay & Peyton, Perkins and Smith Halls.
- ADRL for Assessment: Supervises McElvaney, Morrison-McGinnis, Cockrell-McIntosh, and Boaz Halls
- ADRL for Apartment & Greek Communities: Supervises Martin, Hawk, Moore, Service House, Multicultural House, Daniel House, SMU Apartments, and several Greek houses.

FACILITIES MANAGER (FM)

These professionals are members of our administrative staff who coordinate response to maintenance and custodial needs. There are six Facilities Managers, each of whom is responsible for a group of residential facilities.

UTILITY WORKER

A member of our staff who responds to “quick-fix” kinds of routine repair needs. Work requests issued to these maintenance generalists are typically responded to on a same-day basis.

GENERAL MAINTENANCE WORKER (SMU APARTMENTS)

A member of our staff who responds to “quick-fix” kinds of routine repair needs. Work requests issued to these maintenance generalists are typically responded to on a same-day basis.

OTHER STUDENT STAFF

- Desk Assistants are student staff who work at the area desks to assist with lockouts and other RLSH services.
- Desk Operations Coordinator works with the Area Desks in Virginia-Snider and McElvaney Halls.
- Hall Tour Ambassadors give daily residence hall tours, support RLSH and Admission Office programs.
- Multicultural House Program Coordinator works to promote the mission of the House to create a Community of Unity and Diversity through programs and activities.
- Service House Program Coordinator organizes programs, supports the service theme, and serves as a resource.

RESIDENCE LIFE & STUDENT HOUSING DIRECTORY

RLSH Main Office 214-768-2407
 Boaz Hall 101; 3200 Binkley Ave. 214-768-4005 (fax)
 www.smu.edu/housing housing@smu.edu

Residence Hall Service Desks
 North Area Desk (in Virginia-Snider Hall) 8-2230
 South Area Desk (in McElvaney Hall) 8-2247

Residential Life Staff Director

Assistant Director for Acad4 0 Td(21)TjEMC (4-768-)Tj/Spa<ActualTextREF00326i233 Td(R)TjEMC (Residential Life Staff Dir)19(ecc029 0 Td(Area)Tj/Spa<ActualTextREF)d(R)Tj.

On-Call Lines 8:00 p.m. to 7:00 a.m.

Boaz (<i>Fall only</i>)	8-4872
Cockrell-McIntosh	8-4673
Mary Hay & Peyton (<i>Spring only</i>)	8-4869
McElvaney	8-4672
Morrison-McGinnis	8-4671
Perkins	8-4675
Shuttles)	8-4871
Smith	8-4675
Virginia-Snider	8-4870
Hawk-Martin-Moore (<i>Fri/Sat Only</i>)	8-4674

For Maintenance Requests

Residence Halls fixit@smu.edu
 Boaz, Cockrell-McIntosh, Hawk, Martin, Mary Hay, McElvaney, Moore, Morrison-McGinnis, Perkins, Peyton, Shuttles, Smith, Virginia-Snider

Shared Interest Houses aptmaint@smu.edu

Daniel House, Multicultural House, Service House

SMU Apartments aptmaint@smu.edu

Apartments on Binkley and North Campus
 Greek Houses (owned by SMU) aptmaint@smu.edu

Complete directory information is available on the RLSH website at www.smu.edu/housing.

COMMUNITY STANDARDS

(Also see 3.23 in the Student Code of Conduct, page 150. SMU Apartment Policies begin on page 234.)

By signing a Residence Hall contract and living in an SMU residential facility, I understand that I am a member of a living and learning community. As a member of this community, I have certain rights as a resident and as a student. I recognize as well that other members of this community have these same rights, and that my rights stop where another's begin. For this reason it will be important to learn to compromise with others in order to maintain an environment in which all members of the community may grow as individuals and may pursue learning as a fundamental part of the campus residential experience.

Community Standards are established to assist in shaping this environment, to protect our rights and assert the responsibilities we each have to one another. In recognition of the University's relationship to the United Methodist Church, I understand and appreciate the Church's position on issues that may impact the residence hall experience. These include values that affirm abstaining from the use of alcohol and/or illegal drugs and other controlled substances, and abstaining from sexual relationships outside the sanctity of marriage. I also recognize that SMU is a community of free and open inquiry in which adults are encouraged to make responsible decisions in their lives. I accept that freedom of conscience determines such decisions, but agree further that this freedom does not imply license or encouragement to violate the law or University policy.

As a member of the residential community, I agree to abide by Local, State and Federal laws, as well as by these Community Standards (and others as may be developed to further support this community), University policies and the University Code of Conduct at all times.

that stays are limited to three nights per week unless approved in advance by my roommate (and suitemates) and a RLSH staff member. I understand that guests may not stay overnight in common areas (lounges, laundry rooms, etc.)

(h) HALL/FLOOR MEETINGS

I understand that RLSH will post notices about building/floor meetings. I also understand that as a member of this community I am expected to attend these meetings, community wyraEFFOR R

(o) PETS

I agree that the only pet(s) I may have in SMU-owned Housing will be fish, in one tank, and that the maximum permitted tank size is 10 gallons. I understand that residents with disabilities may have assistance animals.

(p) RESPECT FOR PROPERTY & ENVIRONMENT

I will respect my personal property as well as property belonging to other members of this community and the University. I will not damage property nor condone damages committed by others. I will promote a clean and safe environment in my residence community, including my room/apartment, bathroom, trash/recycling room, and common areas. I understand that residents may be billed individually or collectively for any damages or for excessive cleaning necessary as a result of individual resident or group behavior. I also understand that I will be charged a minimum of \$25 per item/bag for inappropriately discarded trash.

(q) SAFETY AND SECURITY

- Non-UL approved electrical devices
- Multi-plug outlets (including appliances with multiple outlets such as lamps, vanity mirrors, etc.)
- Speaker wires or other wiring running through ceiling
- Improper use of an emergency exit
- Placing items closer than 18” to the ceiling
- Blocking flow of water from sprinkler heads
- Failure to exit during a fire alarm

HOUSING CONTRACT & APPLICATION

APPLICATION AND CONTRACT FOR RESIDENCE HALL

Contracts and applications are available from the Department of Residence Life & Student Housing. A \$100 non-refundable Advanced Housing Deposit is required for all entering first-year and transfer students. The deposit is applied to the Fall rent charge on the SMU student account. Students who complete the application and contract may be assigned to one of the following: a traditional residence hall, Daniel House, Multicultural House, Service House or a residence hall apartment in Hawk, Martin and Moore Halls. The contract is for a semester.

BDC 2.301 0 Td()TjEMC 0.2

RESIDENCE HALL EXPECTATIONS

The following expectations are specific to the residence hall and theme community residents and their guests. Additional University policies can be found in the *Community Standards* (see page 215) and in *SMU Student Code of Conduct* (see page 140).

APPLIANCES AND REFRIGERATORS

Only one refrigerator is permitted per bedroom and may not exceed 2.9 cubic feet in size. Refrigerators should be connected directly to an electrical outlet and should be the only appliance plugged into a double outlet.

BULLETIN BOARD/POSTING POLICIES

Bulletin boards are for the use of residential staff. Information authorized by the Department of Residence Life & Student Housing will be posted by staff members. Postings will be authorized only when there is clear evidence of University or student organization sponsorship. Authorization may be refused for postings deemed inappropriate under University

evidenced by the Department of Residence Life & Student Housing

Smoke detector, replace	\$95-\$215
Windows, repair, replace pane	\$65-\$1500

In addition, damages that occur in common areas for which no resident accepts responsibility will be charged to residents of the residential community on a pro-rated group basis. Depending on the circumstances, “common damages” will be charged to all residents of the community or to a subset of residents. For example, damages to the lobby may be charged to all residents while damages to one hallway might be charged only to residents on that floor.

TYPICAL COMMON AREA DAMAGE CHARGES (*subject to change*)

Drinking fountain, replace	\$500
Elevator light cover, replace	\$175
Exit light fixture, replace	\$200-\$225
Fire alarm pull box, replace	\$125
Fire extinguisher, CO2 type, replace	\$125
Lavatory in bath, replace.....	\$200

ROOM DECORATIONS

Residents may personalize their living space, within limits. All University furniture must stay in the room/apartment. Bookshelves, pictures and other items may not be secured to the walls by bolts, screws or nails, glue, etc. Concrete blocks, bricks, boards and/or “homemade” lofts are not permitted. Residents may request a “loft adapter kit” (where applicable) from the Area Desk, while available, if they want to raise their beds.

Rooms/apartments *may not be painted* and carpet may not be removed. Modifications to the room/apartment are prohibited. Tension rods are the only mechanism that may be used to hang curtains. Hall door decorating is allowed for specific time periods for holidays and special occasions. Doors may be decorated for holidays up to one week, and up to two days for special occasions. If you have any questions about what is permitted, please contact the Residence Hall/Community Director in advance.

VISITATION AND GUESTS

Guests are defined as any non-resident of a resident’s room/apartment. Guests who are not residents of that community must be escorted at all times by the resident whom the guest is visiting. Residents are responsible for the actions of their guests, including any violations of the Community Standards or vandalism. At all times, the right of residents to study, sleep and privacy takes precedence over the privilege of visitation.

RESIDENCE HALL SERVICES

ON-CALL STAFF MEMBERS

Residence hall staff will be on-call nightly, from 8:00 p.m. to 7:00 a.m., in the residence halls. The staff member on-call will make rounds, provide lockout service, check public areas, enforce University policies, and assist with building security. To contact the on-call staff member call the “on-call line” listed on your room phone or posted in your residence hall. Numbers are also listed on page 212.

In Hawk, Martin & Moore Halls, staff are on-call Friday and Saturday nights only. Residents may contact the South Area Desk for assistance at other times.

AREA DESKS

There are two Area Desks on campus that serve the residence hall community. The South Area Desk is in McElvaney Hall and serves McElvaney, Morrison-McGinnis, Cockrell-McIntosh, Perkins, Smith, Moore, Martin and Hawk. The North Area Desk is located in Hall Desk on is i

ROOMMATES

YOU & YOUR ROOMMATE(S)

One of the most rewarding aspects of living on-campus is the opportunity to establish close friendships with people from a variety of backgrounds. Whether your roommate is a close friend from home or someone you are meeting for the first time, your roommate relationship can work and even be fun. Most people enjoy the company of others and your roommate(s) can be someone with whom to share ideas, interests and good times.

For many, sharing a room is a new experience and can sometimes result in a few misunderstandings. Getting to know and understand your roommate(s) early is very important! This first step will lead to easier communication. Developing a good relationship early on may help you to approach your roommate(s) when you discover an issue on which you do not agree. Also, be aware that your roommate(s) may approach you for similar reasons. Avoiding problems does not work.

Roommates do not need to be best friends, but it helps if they are fair, honest and considerate with one another. Every resident needs to take responsibility for his or her own behavior and to share responsibly for the roommate relationship. To have a good roommate, be a good roommate. Getting along usually requires work, but the benefit of establishing good relationships makes the work worthwhile. Even if lifelong friendship is not established, learning to live with each other's differences without infringing on one another's freedom is a valuable part of your education.

ROOMMATE & SUITEMATE AGREEMENTS

All residents are required to complete a Roommate or Suitemate Agreement during the first week of classes. RAs in the residence halls will then meet with each roommate pair within the first month of class to discuss their roommate agreement. (Students living in the apartment communities can use these agreements as well. See a staff member for more information.)

Communication is essential to a positive, working relationship with any roommate or suitemates. To facilitate this process, it is important to address potential problem areas. By discussing the issues in the Roommate or Suitemate Agreement, roommates and suitemates will begin to develop the kind of relationship that is conducive to positive academic, community and personal growth. This process will also

SMU APARTMENT COMMUNITY EXPECTATIONS & POLICIES

ALCOHOL

In addition to the SMU Student Code of Conduct Policy 3.01 (*see page 150*), the following standards are specific to the SMU Apartment Communities:

- The legal drinking age in Texas is 21 years of age. No resident under 21 years of age may consume or possess alcohol. Residents who are underage may not possess alcohol containers or paraphernalia. (Prohibited items include, but are not limited to, cans, bottles, flasks, “yards”, bongs or stills, even if they are intended to be decorative.) This law applies equally to all SMU-owned housing and elsewhere.
- The manufacture of alcohol is prohibited in SMU-owned Housing.
- Residents who are over 21 and choose to consume alcohol may only consume/purchase alcohol from containers readily available as off-the-shelf packaging. Off-the-shelf packaging *does not* include kegs, beer balls or

RESPECT FOR PROPERTY AND ENVIRONMENT

Residents are expected to respect the personal property of other members of the community as well as the property of the University. Damage to others property or University property will not be condoned. Residents are expected to promote a clean and safe environment in the residential community. This includes inside the apartments as well as outside the apartments. Residents may be billed individually or collectively for any damages or for excessive cleaning necessary as a result of individual resident or group behavior.

SECURITY

In An Emergency, dial 911

For Non-Emergency Situations, call the SMU Police Department, 214-768-3388.

Anything that seems unusual or “out of place” could be criminal activity. Every resident has a responsibility to report any suspicious behavior, working as a partner with the police. Not every stranger who enters the property is a criminal, but criminals do take advantage of activity in apartment communities by pretending to be legitimately involved in sales, repairs and service. If you see any solicitors in your community or suspect that any service or repair person is involved in illegal activity, please contact either an ACA, the Community Director, the Apartment Maintenance office and/or the SMU Police Department.

- Never attempt to apprehend a person committing a crime or to investigate suspicious activity. Leave any confrontations or investigations to the police.
- Do not allow strangers into your apartment. SMU and University Park do not allow solicitation of any

