



(All Numbers - Area Code .....	214-SMU-xxxx)
Alcohol and Drug Abuse Prevention.....	768-4021
Altschuler Learning Enhancement Center (A-LEC).....	768-3648
Athletic Ticket Office.....	768-2902
Enrollment Services.....	768-2084
Chaplain's Office.....	768-4502
Computer/Phone Help Desk (ITS).....	768-HELP (4357)
Counseling and Psychiatric Services (CAPS).....	768-2277
Dean of Student Life .....	768-4564
Dedman Center for Lifetime Sports .....	768-3366
Dedman College Advising Center.....	768-2291
Dining Services.....	768-2367
Financial Aid .....	768-3417
Health Services Center.....	768-2141
Hegi Family Career Development Center .....	768-2266
Hughes-Trigg Mane Desk.....	768-4444
Images Copy Center .....	768-3898
Judicial Affairs .....	768-4563
Leadership & Community Involvement .....	768-4403
Mental Health Services (24 hours).....	768-2277
New Student Programs .....	768-4560
Park 'n Pony - Parking .....	768-PARK (7275)
Park 'n Pony - IDs & Pony Express.....	768-PONY (7669)
Registrar .....	768-2038
Residence Life & Student Housing (RLSH) .....	768-2407
Services for Students with Disabilities.....	768-4557
SMU Bookstore.....	768-2435
SMU Info / Emergency Hotline .....	768-INFO (4636)
SMU Police Dispatch / NON-Emergency.....	768-3388
SMU Post Office in Hughes-Trigg.....	768-4450

*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 you will quickly find new friends and new opportunities for personal and intellectual growth.

The SMU Student Handbook is your guide to information and services available through your affiliation with SMU. It includes information related to your rights and responsibilities as members of the SMU community, both on and off campus. The Handbook includes the Student Code of Conduct, the University Conduct Review Process, Honor Code, and information/expectations that SMU needs to communicate to its students.

You will be held accountable for adhering to the policies and procedures outlined in this Handbook, both on and off campus. Please become familiar with this information and let us know if you have questions.

Again, we are pleased that you are a part of the SMU community. We believe SMU offers much to its students, and we hope that you will take full advantage of all SMU has to offer you. We also look forward to what you have to contribute to our community.

Sincerely,

Lori S. White  
Vice President for Student Affairs

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

School  
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## SCHOOLS OF THE UNIVERSITY

### DEDMAN COLLEGE OF HUMANITIES & SCIENCES

**Dean:** Cordelia Candelaria

201 Dallas Hall

[smu.edu/dedman/](http://smu.edu/dedman/)

(214) 768-3212

### MEADOWS SCHOOL OF THE ARTS

**Dean:** José Antonio Bowen

3rd Floor, Greer Garson Theatre

[smu.edu/meadows](http://smu.edu/meadows)

(214) 768-2880

### COX SCHOOL OF BUSINESS

**Dean:** Albert Niemi

200 Fincher Building

[cox.smu.edu](http://cox.smu.edu)

(214) 768-3012

### SCHOOL OF EDUCATION & HUMAN DEVELOPMENT

**Dean:** David Chard

6410 N. Ownby

[smu.edu/teacher\\_education/school.asp](http://smu.edu/teacher_education/school.asp)

(214) 768-5465

### SCHOOL OF ENGINEERING

**Dean:** Geoffrey Orsak

115 Caruth Hall

[enr.smu.edu](http://enr.smu.edu)

(214) 768-3050

### DEDMAN SCHOOL OF LAW

**Dean:** John B. Attanasio

Dean's Suite, Storey Hall

[law.smu.edu](http://law.smu.edu)

(214) 768-8999

### PERKINS SCHOOL OF THEOLOGY

**Dean:** William B. Lawrence

202 Kirby Hall

[smu.edu/theology/](http://smu.edu/theology/)

(214) 768-2125

For further information on any school, please refer to either the Undergraduate Bulletin, the Graduate Bulletin, or the SMU web site - [www.smu.edu](http://www.smu.edu).

# UNIVERSITY LIBRARIES

[smu.edu/libraries/](http://smu.edu/libraries/)

Records of the holdings of all SMU libraries are accessible through PONI, the Public Online Information system ([poni.smu.edu](http://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

**Director:** Roberta Schaafsma

[smu.edu/bridwell/](http://smu.edu/bridwell/)

Circulation Desk: (214) 768-1866

Other Inquiries: (214) 768-3483

## BUSINESS

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# UNIVERSITY SERVICES

## SMU BOOKSTORE

Manager: Mary Mebus  
3060 Mockingbird Lane  
[smu.bkstore.com](http://smu.bkstore.com)

Ph: (214) 768-2435

## COMPUTER CORNER BY HIED

Manager: Daniel Hope  
Hughes-Trigg 202  
[www.smucomputercorner.com](http://www.smucomputercorner.com)

Ph: (214) 768-4033

## DINING SERVICES

Director: Gil Heiselt  
Umphrey Lee Building, Rm 101  
[smudining.com](http://smudining.com)

Ph: (214) 768-2367

## FINANCIAL AID

Director: Marc Peterson  
Blanton Bldg 1st Floor  
[smu.edu/financial\\_aid/](http://smu.edu/financial_aid/)

Ph: (214) 768-3417

## IMAGES PRINT SHOP

Manager: Patrick Cullen  
Clements Hall Basement  
[images.smu.edu](http://images.smu.edu)

Ph: (214) 768-3400

## PARK 'N PONY OFFICE

Director: Mark Rhodes  
Hughes-Trigg Rm 218  
[smu.edu/auxiliaryservices/parknpony.asp](http://smu.edu/auxiliaryservices/parknpony.asp)

Parking: (214) 768-7275  
Pony Express: (214) 768-7669

## SMU POLICE DEPARTMENT

Chief: Rick Shafer  
Patterson Hall, 2nd Floor  
[smu.edu/pd/](http://smu.edu/pd/)

EMERGENCY: Call 911  
Dispatch (Non-Emergencies): (214) 768-3388

## STUDENT EMPLOYMENT

Director: Mary Beard  
Blanton Bldg. 119A  
[smu.edu/financial\\_aid/StEmploy.asp](http://smu.edu/financial_aid/StEmploy.asp)

Ph: (214) 768-2414

## STUDENT FINANCIAL SERVICES/BURSAR

Director: Laura Del Rio  
Blanton Bldg, 220  
[smu.edu/bursar/](http://smu.edu/bursar/)

Ph: (214) 768-3417

# 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/](http://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

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# SMU CAMPUS MAP



Buildings  
102 & 103  
situated  
East of 75  
on Yale  
Avenue

(TUESDAY)

(WEDNESDAY)




{MONDAY}

{TUESDAY}

{WEDNESDAY}

Alternative Spring Break Applications Available - sponsored by SPARC <http://people.smu.edu/sparc/asb/>  
4:00 PM - Concentration Workshop (Altshuler Learning Enhancement Center)

AKA Coat Drive - Alpha Kappa Alpha (Hughes-Trigg Student Center Commons)  
5:00 PM - Intramural Officials' Training: Flag Football Classroom #1 (Dedman Rec Center)  
5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

*Yom Kippur begins at sundown*  
AKA Coat Drive - Alpha Kappa Alpha (Hughes-Trigg Student Center Commons)  
4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)  
7:00 PM - Sigma & Omega Stepshow (Flagpole)

*Columbus Day (Observed)*  
Fall Break-No Classes, University offices remain open

Fall Break-No Classes, University offices remain open  
5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)  
6:00 PM - SPARC General Meeting (Hughes-Trigg Student Center)

Desserts and Gelato - Delta Gamma  
5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
5:00 PM - GPA 101: SMU Survival Skills workshop (Altshuler Learning Enhancement Center)  
6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)

{THURSDAY}

{FRIDAY}

{SATURDAY & SUNDAY}

12:00 PM - 3:00 PM - Panhellenic Preview (Hughes-Trigg Theatre)

AKA Coat Drive - Alpha Kappa Alpha (Hughes-Trigg Student Center Commons)  
Intramural Registration Deadlines: Flag Football, Climbing Competition, Golf (Dedman Rec Center)  
12:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)  
8:00 PM - PC Films (Hughes-Trigg Theatre)

7:00 PM - National Coming Out Day Celebration (Hughes-Trigg Student Center)

Kappas for Canines  
Pike Educational Program  
12:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)  
5:00 PM - Using your learning & Memory Styles workshop (Altshuler Learning Enhancement Center)

7:00 PM - Delta Diner Moody Quad

All Student Boulevard Tent (Bishop Boulevard)  
Phi Delt Cookout

Chi Omega Fashion with a Passion  
Intramural Registration Deadlines: Inner Tube Water Polo, Billiards, Table Tennis (Dedman Rec Center)  
12:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)  
4:00 PM - GPA 101: SMU Survival Skills workshop (Altshuler Learning Enhancement Center)

Lambda Chi Ultimate Frisbee

Sigma Chi "Autumn Harvest"  
8:00 AM - NPHC Service Project



# NOVEMBER 2008

{MONDAY}	{TUESDAY}	{WEDNESDAY}
Designer Denim - Delta Gamma - all day	<i>Election Day</i> 5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)	College Bowl Tournament sponsored by the HTSC & Student Foundation (H-T Ballroom) Last day to drop a course 4:00 PM - RHA General Meeting (Hughes-Trigg Student Center) 5:00 PM - Homecoming College Bowl (H-T Ballroom) 5:00 PM - Kappa Alpha Theta Cookout - Kappa Alpha Theta 6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)
Celebration of Lights Auditions First Deadline for Alternative Spring Break Applications <a href="http://people.smu.edu/sparc/asb/">http://people.smu.edu/sparc/asb/</a>	<i>Veterans Day</i> 4:00 PM - Preparing for finals Bring your calendar and all syllabi (Altshuler Learning Enhancement Center) 5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)	LEAD Officer Applications Available <a href="http://www.smu.edu/lead/">http://www.smu.edu/lead/</a> 4:00 PM - RHA General Meeting (Hughes-Trigg Student Center) 4:00 PM - Preparing for finals Bring your calendar and all syllabi 4:00 pm and 6:00 pm (Altshuler Learning Enhancement Center) 6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center) 6:00 PM - SPARC General Meeting (Hughes-Trigg Student Center)
3:00 PM - Preparing for finals Bring your calendar and all syllabi 3:00 pm and 7:00 pm (Altshuler Learning Enhancement Center)	4:00 PM - Preparing for finals Bring your calendar and all syllabi 4:00 pm and 6:00 pm 5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center) 6:00 PM - The Vagina Monologues Auditions (SMU Women's Center)	4:00 PM - RHA General Meeting (Hughes-Trigg Student Center) 4:00 PM - Preparing for finals Bring your calendar and all syllabi 4:00 pm and 6:00 pm 6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)
11:30 AM - 1:30 PM - SAMSA Holiday Mixer (H-T Ballroom)		No Classes

{THURSDAY}	{FRIDAY}	{SATURDAY & SUNDAY}
		11:00 AM - 40th Annual Community Service Day sponsored by SPARC (Main Quad) <b>1</b>  <i>Standard Time returns</i> Homecoming Field Day - Intramural fields
12:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center) 12:00 PM - 4:00 AM - Homecoming All-Night Float Building - Mrs. Bairds 8:00 PM - PC films (Hughes-Trigg Theatre)	First Friday (Hughes-Trigg Student Center Commons) Homecoming Live from the Hilltop - Doak Walker Plaza Pigskin Revue (McFarlin)	All Student Boulevard Tent (Bishop Boulevard) 8:00 AM - Theta 5K (Flagpole) 11:00 AM - Homecoming Parade (Bishop Boulevard)
Mr. University 12:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center) 4:00 PM - Preparing for finals Bring your calendar and all syllabi 4:00 pm and 6:00 pm (Altshuler Learning Enhancement Center)		6:00 PM - Dance Festival (Hughes-Trigg Theatre)  4:00 PM - AKA Sunday Sip - Alpha Kappa Alpha 8:00 PM - Panhellenic Ice Cream Social (H-T Ballroom)
Give Thanks Dinner (H-T Varsity) Last day to withdraw from the University 12:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center) 3:00 PM - Preparing for finals Bring your calendar and all syllabi 3:00 pm and 6:00 pm (Altshuler Learning Enhancement Center) 7:00 PM - Accessorize with Alpha Chi 8:00 PM - PC Films (Hughes-Trigg Theatre)		8:00 AM - 5:00 PM - Special Olympics Volleyball Tournament (Dedman Rec Center)
<i>Thanksgiving</i> Thanksgiving Holiday-University Offices Closed	Thanksgiving Holiday-University Offices Closed	

{MONDAY}

{TUESDAY}

{WEDNESDAY}

{THURSDAY}

{FRIDAY}

{SATURDAY & SUNDAY}

Final Exams

Reading days  
12:00 AM - Sig Ep Midnight  
Barbeque - Sigma Phi Epsilon  
7:00 PM - Celebration of Lights (Main Quad)

(WEDNESDAY)


{MONDAY}

{TUESDAY}

{WEDNESDAY}

*Groundhog Day*  
 Submit Nominations for the Faculty/Staff Volunteer of the Year Award <http://www.smu.edu/lci/awards>  
 Submit Nominations for the President's Volunteer Service Award <http://www.smu.edu/lci/awards>  
 7:00 PM - Black History Month Kick-Off (H-T Varsity)

5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)  
 5:00 PM - Textbook Study-Reading workshop (Altshuler Learning Enhancement Center)

4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
 6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)

Second Deadline for Alternative Spring Break Applications <http://people.smu.edu/sparc/asb/>  
 4:00 PM - Improving Concentration workshop (Altshuler Learning Enhancement Center)

5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

John Ben Shepperd Conference Facilitator Application Deadline <http://www.smu.edu/lead/>  
 4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
 4:00 PM - Using your Learning & Memory Styles workshop (Altshuler Learning Enhancement Center)  
 5:00 PM - Intramural Officials' Training Indoor Soccer Classroom #1 (Dedman Rec Center)  
 6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)  
 6:00 PM - SPARC General Meeting (Hughes-Trigg Student Center)

*Presidents' Day*  
 4:00 PM - Preparing for Tests workshop (Altshuler Learning Enhancement Center)

4:00 PM - Multiple Choice Tests workshop (Altshuler Learning Enhancement Center)  
 5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
 4:00 PM - Essay Exams workshop (Altshuler Learning Enhancement Center)  
 6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)

5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)  
 7:20 PM - Zeta Coffee House (Hughes-Trigg Student Center Commons)

*Ash Wednesday*  
 4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
 11:00 AM - 8:00 PM - Women's Symposium (Hughes-Trigg Student Center)  
 6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)  
 6:00 PM - SPARC General Meeting (Hughes-Trigg Student Center)

{THURSDAY}

{FRIDAY}

{SATURDAY & SUNDAY}

12:00 PM - Leadership Certificate Program Workshop  
 4:00 PM - Taking & using Notes workshop (Altshuler Learning Enhancement Center)  
 8:00 PM - PC Films (Hughes-Trigg Theatre)

First Friday (Hughes-Trigg Student Center Commons)

Intramural Registration Deadlines: Indoor Soccer, Bowling, Racquetball (Dedman Rec Center)  
 10:00 AM - 4:00 PM - Valentine's Vendor Fair (Hughes-Trigg Student Center Commons)  
 12:00 PM - Leadership Certificate Program Workshop  
 7:00 PM - The Vagina Monologues (Hughes-Trigg Theatre)

7:00 PM - The Vagina Monologues (Hughes-Trigg Theatre)

12:00 PM - Leadership Certificate Program Workshop  
 4:00 PM - Reducing Test Anxiety workshop (Altshuler Learning Enhancement Center)  
 8:00 PM - PC Films (Hughes-Trigg Theatre)

*Valentine's Day*

9:00 AM - John Ben Shepperd High School Leadership Conference (Hughes-Trigg Student Center)  
 7:00 PM - Raas Rave and Bhangra Blitz (McFarlin)

Finer Womanhood Week - Zeta Phi Beta

(WEDNESDAY)


# APRIL 2009

{MONDAY}	{TUESDAY}	{WEDNESDAY}
		<p><i>April Fools' Day</i> <span style="float: right;">1</span>            SPARC Executive Board            Applications Available <a href="http://people.smu.edu/sparc">http://people.smu.edu/sparc</a>            4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)            6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)</p>
	<p>5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)</p>	<p><i>Passover begins at sundown</i>            Last date to drop a course            4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)            6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)            6:00 PM - SPARC General Meeting (Hughes-Trigg Student Center)</p>
<p>Student Art Contest (Hughes-Trigg Student Center Commons)            4:00 PM - Preparing for Finals workshop (Altshuler Learning Enhancement Center)</p>	<p>Student Art Contest (Hughes-Trigg Student Center Commons)            4:00 PM - Preparing for Finals workshop (Altshuler Learning Enhancement Center)            5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)</p>	<p>Student Art Contest (Hughes-Trigg Student Center Commons)            4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)            4:00 PM - Preparing for Finals workshop 4:00 pm and 6:00 pm (Altshuler Learning Enhancement Center)            4:30 PM - Excellence in Service and Leadership Awards (Hughes-Trigg Student Center)            6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)</p>
<p>2:00 PM - Preparing for Finals workshop Bring your calendar and all syllabi 2:00 pm and 4:00 pm (Altshuler Learning Enhancement Center)</p>	<p>4:00 PM - Preparing for Finals workshop Bring your calendar and all syllabi 4:00 pm and 7:00 pm (Altshuler Learning Enhancement Center)            5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)</p>	<p><i>Earth Day</i>            4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)            6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)            6:00 PM - SPARC General Meeting (Hughes-Trigg Student Center)</p>
		<p>4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)            6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)</p>

{THURSDAY}	{FRIDAY}	{SATURDAY & SUNDAY}
<p>12:00 PM - Leadership Certificate Program Workshop <span style="float: right;">2</span>            8:00 PM - PC Films (Hughes-Trigg Theatre)</p>	<p>First Friday (Flagpole) <span style="float: right;">3</span>            7:00 PM - Sing Song (McFarlin)</p>	<p style="text-align: right;">4</p> <p><i>Palm Sunday</i>            3:00 PM - 19th Minority Academic Awards (Hughes-Trigg Theatre)</p>
<p>12:00 PM - Leadership Certificate Program Workshop            7:00 PM - VOI Gospel Concert - Voices of Inspiration (Hughes-Trigg Theatre)</p>	<p><i>Good Friday</i>            Deadline to Apply for SPARC Executive Board <a href="http://people.smu.edu/sparc">http://people.smu.edu/sparc</a>            University Holiday-Offices Closed            8:00 AM - Asian Council FLITE - off campus</p>	<p>8:00 AM - Asian Council FLITE - off campus</p> <hr/> <p><i>Easter</i></p>
<p>Student Art Contest (Hughes-Trigg Student Center Commons)            12:00 PM - Leadership Certificate Program Workshop            4:00 PM - Preparing for Finals workshop Bring your calendar and all syllabi 4:00 pm and 5:00 pm (Altshuler Learning Enhancement Center)            7:00 PM - Phenomenal Love - Black Men Emerging (H-T Ballroom)            8:00 PM - PC Films (Hughes-Trigg Theatre)</p>	<p>4:00 PM - 4:00 AM - Relay For Life (Bishop Boulevard)</p>	<p>12:00 PM - ABS Field Day (Burlison Park)</p>
<p>12:00 PM - Leadership Certificate Program Workshop</p>	<p>Last date to withdraw from the University</p>	<p>8:00 AM - NPHC Service Project (Flagpole)            11:30 AM - LeaderSMUnited (Dallas Hall)            7:00 PM - SAMSA Multicultural Gala (H-T Ballroom)</p>
<p>8:00 PM - PC Films (Hughes-Trigg Theatre)</p>		

# MAY 2009

{MONDAY}

{TUESDAY}

{WEDNESDAY}

Last Day of Classes

4

*Cinco de Mayo*  
Reading Day

5

Final Exams

6

Final Exams

11

Final Exams

12

Residence Halls Close for non-seniors at 1:00 p.m.

13

18

19

20

*Memorial Day (Observed)*  
University Holiday-Offices Closed

25

26

27

{THURSDAY}

{FRIDAY}

{SATURDAY & SUNDAY}

Final Exams

7

Final Exams

8

Final Exams

9

*Mother's Day*  
Final Exams

10

14

15

Commencement

16

Residence halls close for Seniors at 1:00 p.m.

17

21

22

23

24

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29

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31

# JUNE 2009

{MONDAY}

{TUESDAY}

{WEDNESDAY}

1

2

3

8

9

10

15

16

17

22

23

24

29

30

{THURSDAY}

{FRIDAY}

{SATURDAY & SUNDAY}

4

5

6

7

11

12

13

*Flag Day*

14

18

19

20

*Father's Day  
First Day of Summer*

21

25

26

27

28



{MONDAY}

{TUESDAY}

{WEDNESDAY}

1

6

7

8

15

{THURSDAY}

{FRIDAY}

{SATURDAY & SUNDAY}

2

3

*Independence Day*

4

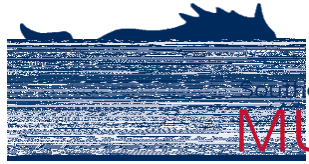
5

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10

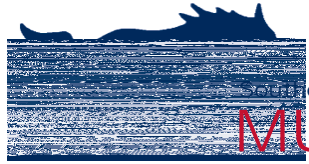
11

12



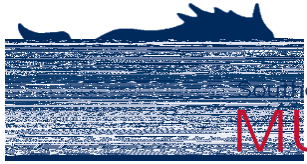
Southern Methodist University

**MUSTANGS**



Southern Methodist University

**MUSTANGS**



Southern Methodist University

**MUSTANGS**

*"I change myself, I change the world."  
– Gloria Anzaldua*

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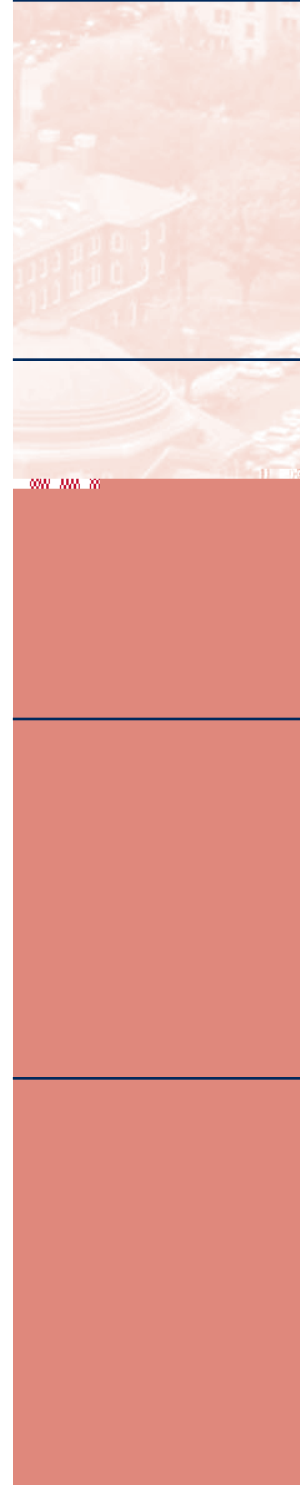
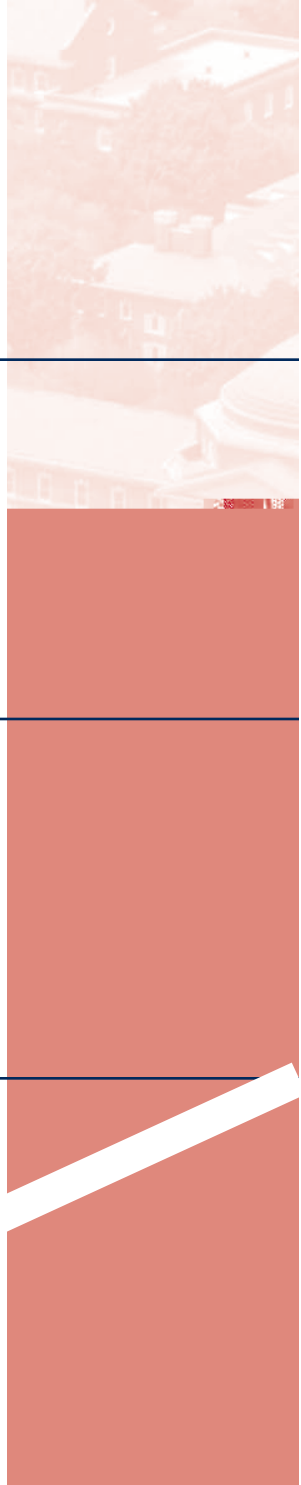




Western Methodist University

# MUSTANGS

*“Never give up, for that is just the place  
and time that the tide will turn.”  
– Harriet Beecher Stowe*



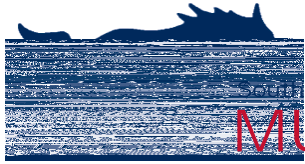
A series of horizontal blue lines for writing, spanning the width of the right page and partially overlapping the red decorative strip.



Southern Methodist University







Southern Methodist University  
**MUSTANGS**

*“Even if you are right on track,  
you’ll get run over if you just sit there.”*  
– Will Rogers

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

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

September **MONDAY** - 22

*First Day of Autumn*  
4:30 PM - Greek Picnic (Flagpole)

September **TUESDAY** - 23

12:00 PM - AKA Black Faculty and Staff Mixer  
5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

September **WEDNESDAY** - 24

4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
4:00 PM - Time Management workshop (Altshuler Learning Enhancement Center)  
6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)  
7:00 PM - Cookies with Chi O  
7:00 PM - Election 2008 Watch Party Delta Sigma Theta

September **THURSDAY** - 25

12:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)  
8:00 PM - PC Films (Hughes-Trigg Theatre)

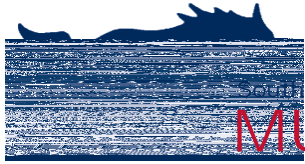
September **FRIDAY** - 26

September **SATURDAY** - 27

8:00 AM - NPHC Service Project (Flagpole)  
6:00 PM - Gamma Phi Rockin' for the Cause Gamma Phi Beta

September **SUNDAY** - 28

*Laylat al-Qadr begins at sundown*



Southern Methodist University

**MUSTANGS**

*“If you can imagine it, you can create it.  
If you can dream it, you can become it.”  
– William Arthur Ward*

**OCTOBER**

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

**NOVEMBER**

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

September

**MONDAY** - 29

Handwriting practice lines for Monday, September 29.

Rosh Hashanah begins at sundown

September

**TUESDAY** - 30

Handwriting practice lines for Tuesday, September 30.

5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

October

**WEDNESDAY** - 1

Handwriting practice lines for Wednesday, October 1.

Eid al-Fitr begins at sundown  
4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
4:00 PM - Taking & Using Notes workshop (Allshuler Learning Enhancement Center)  
6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)  
6:00 PM - SPARC General Meeting (Hughes-Trigg Student Center)

12:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

First Friday (Flagpole)  
7:00 PM - Alpha Chi Couture

12:00 PM - 3:00 PM - Panhellenic Preview (Hughes-Trigg Theatre)

October

**THURSDAY** - 2

Handwriting practice lines for Thursday, October 2.

October

**FRIDAY** - 3

Handwriting practice lines for Friday, October 3.

October

**SATURDAY** - 4

Handwriting practice lines for Saturday, October 4.

October

**SUNDAY** - 5

Handwriting practice lines for Sunday, October 5.



ern Methodist University

# MUSTANGS

*“We can do anything we want as long as we stick to it long enough.”*  
 – Helen Keller

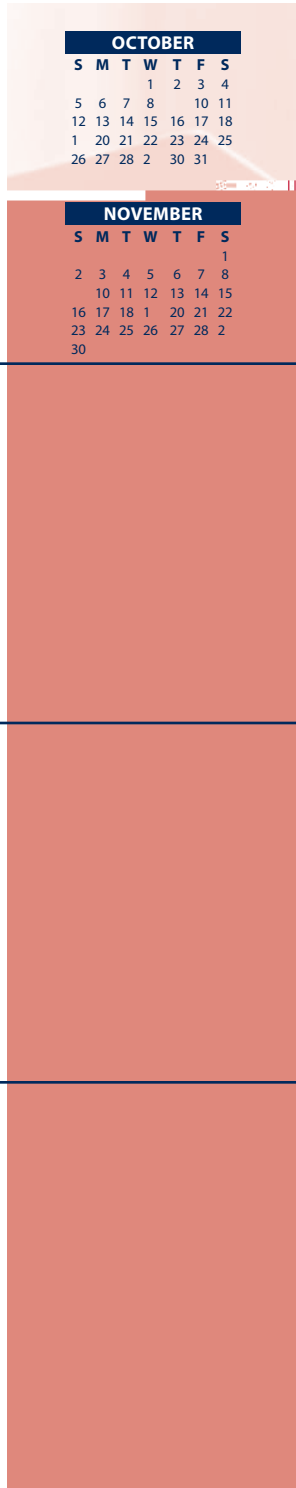
OCTOBER						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
1	20	21	22	23	24	25
26	27	28	29	30	31	

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

MONDAY

TUESDAY

WEDNESDAY



Blank lined writing area for Monday, Tuesday, and Wednesday.



THURSDAY

FRIDAY

SATURDAY

SUNDAY

7:00 PM - National Coming Out Day Celebration (Hughes-Trigg)

Blank lined writing area for Thursday, Friday, Saturday, and Sunday.



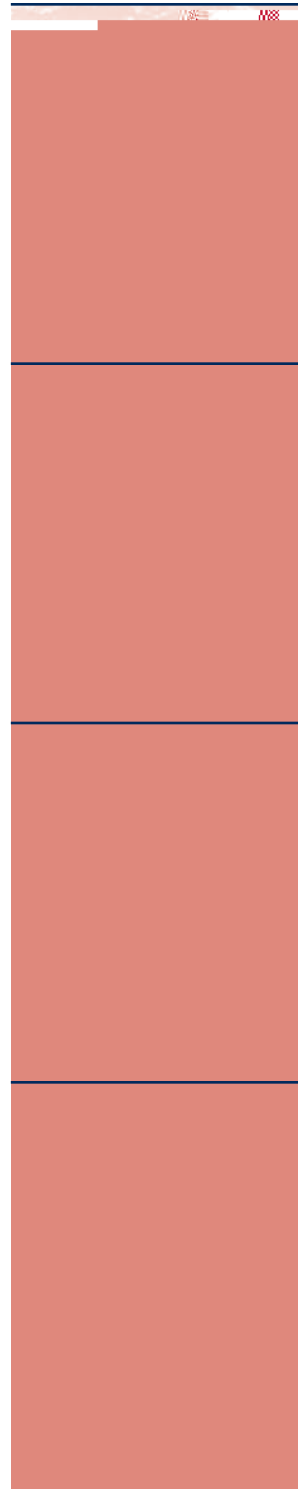
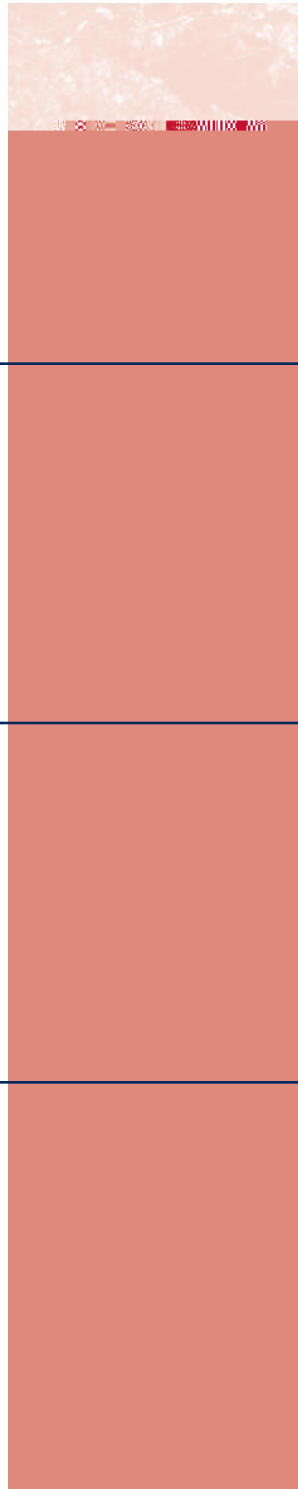
Southern Methodist University

# MUSTANGS

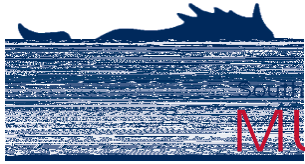
*“Success is the ability to go from failure to failure without losing your enthusiasm.”  
– Winston Churchill*

MONDAY

TUESDAY



Handwriting practice lines consisting of horizontal blue lines on a white background, organized into three sections corresponding to the days of the week.



Western Methodist University

# MUSTANGS

*"Life is a promise; fulfill it."  
- Mother Theresa*

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

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

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

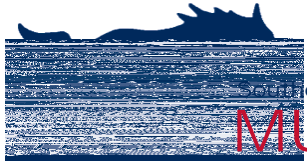
FRIDAY

SATURDAY

SUNDAY

Sigma Chi "Autumn Harvest"  
 8:00 AM - NPHC Service Project (Flagpole)  
 8:00 AM - NPHC Service Project (Flagpole)  
 7:00 PM - ISA Diwali (Hughes-Trigg Student Center)





Southern Methodist University

**MUSTANGS**

*"It may be that those who do most, dream most."  
- Stephen Leacock*

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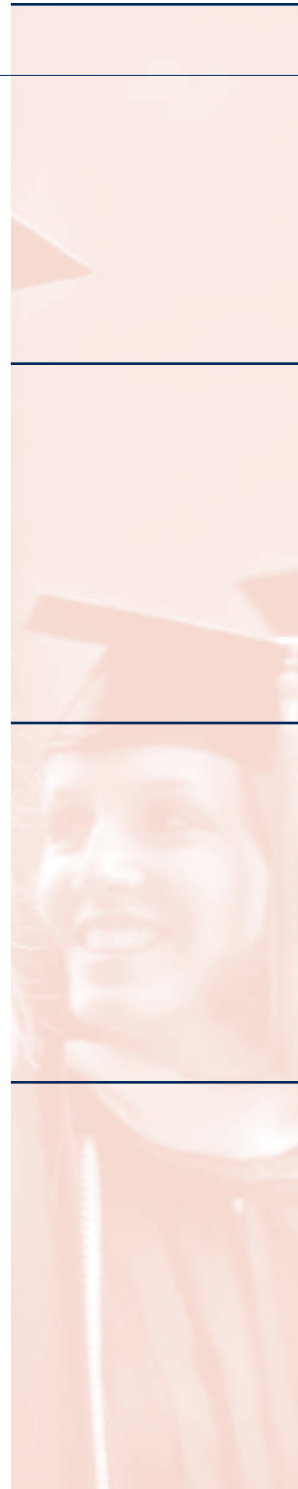
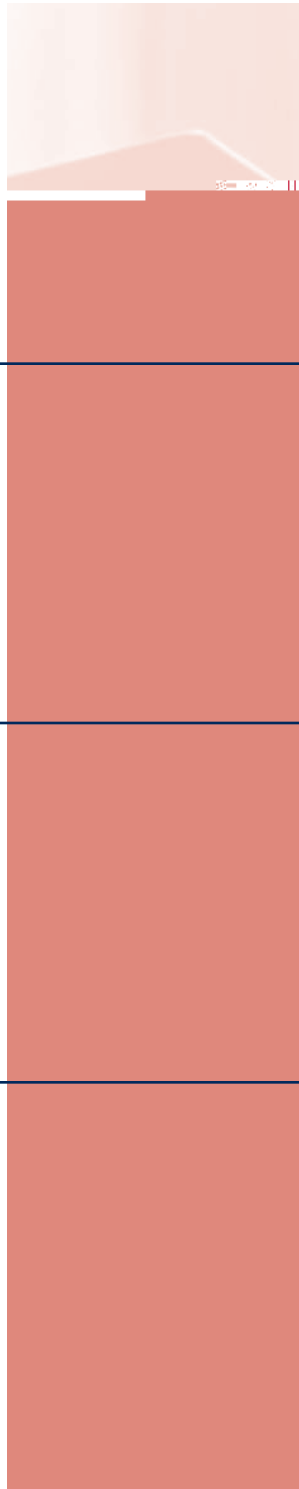
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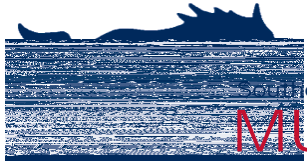
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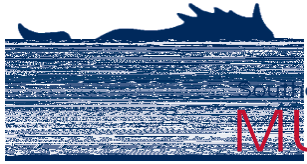




Southern Methodist University

**MUSTANGS**





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# MUSTANGS

*“I would rather fail in a cause that will ultimately triumph than to triumph in a cause that will ultimately fail.”*  
– Woodrow Wilson

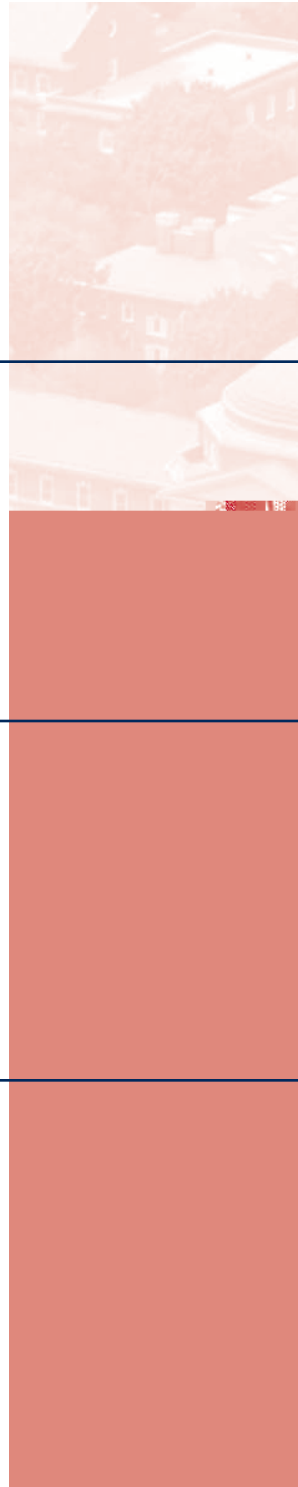




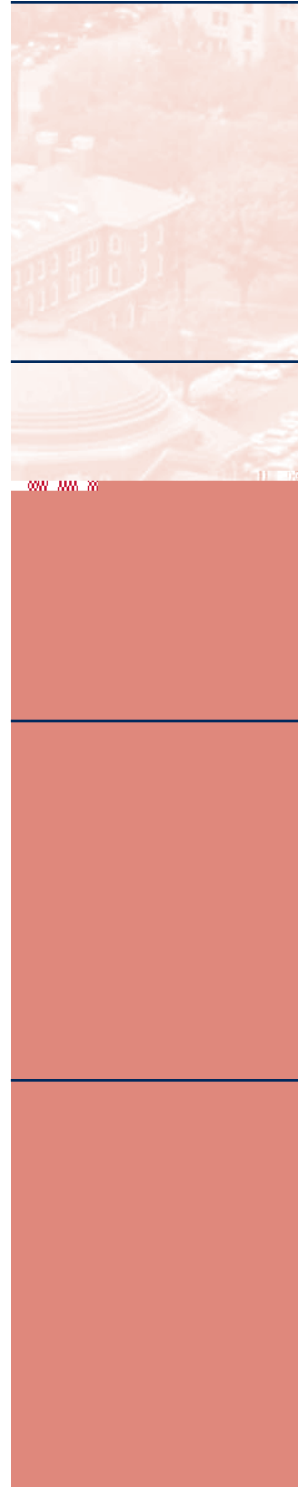
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# MUSTANGS

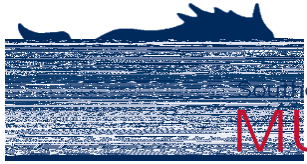
*"Success is never final."  
– Winston Churchill*



Lined writing area on the left page, consisting of multiple horizontal blue lines.



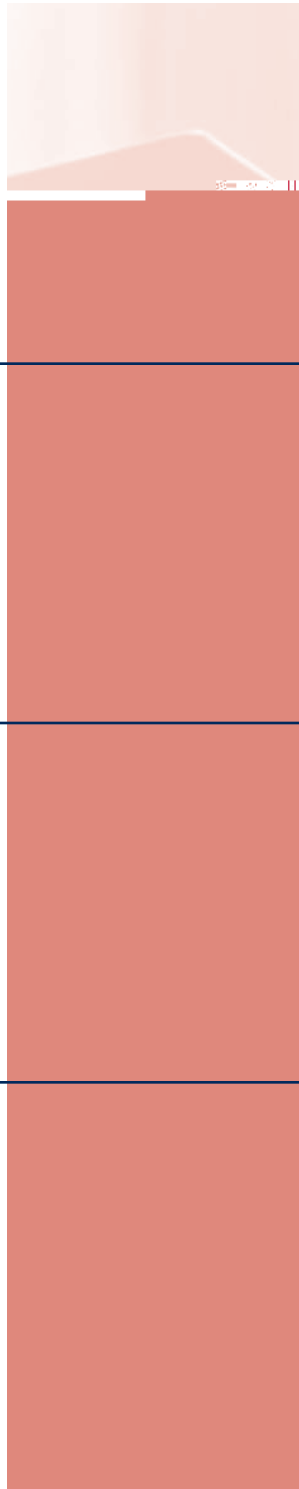
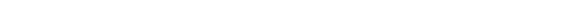
Lined writing area on the right page, consisting of multiple horizontal blue lines.



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# MUSTANGS

*"I haven't failed, I've found 10,000 ways that don't work."  
– Ben Franklin*

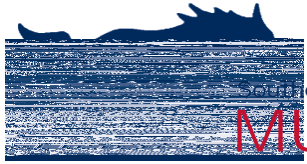




Southern Methodist University

**MUSTANGS**

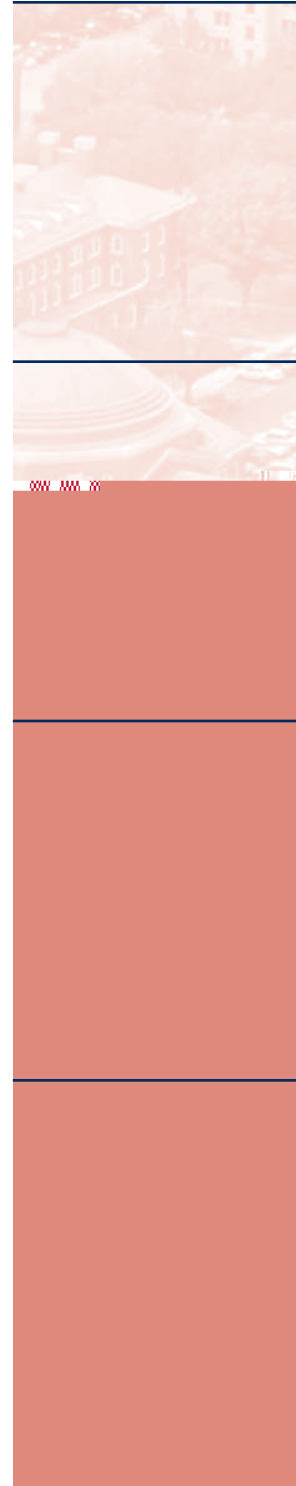
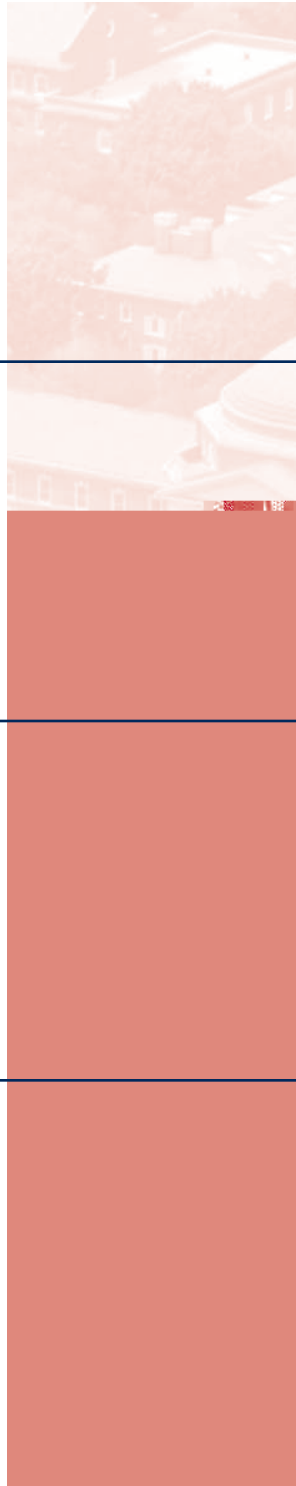




Southern Methodist University

# MUSTANGS

*"I will prepare, and some day my chance will come."  
– Abraham Lincoln*



A series of horizontal blue lines for writing, organized into three distinct sections by horizontal dividers. Each section contains approximately 15 lines of space.



Western Methodist University

**MUSTANGS**

*"A #2 pencil and a dream can take you anywhere."  
- Joyce A. Myers*

**DECEMBER**

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

**JANUARY**

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

*Muharram begins at sundown*

*New Year's Eve*

December

**MONDAY**

29

December

**TUESDAY**

30

December

**WEDNESDAY**

31

January

1

**THURSDAY**

*New Year's Day  
University Holiday-Offices Closed*

January

2

**FRIDAY**

January

3

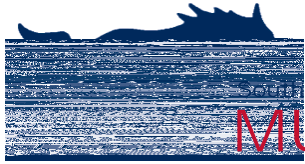
**SATURDAY**

January

4

**SUNDAY**





Southern Methodist University

**MUSTANGS**

*"It is never too late to be what you might have been."  
— George Eliot*

January  
**MONDAY** 5  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

January  
**TUESDAY** 6  
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\_\_\_\_\_  
\_\_\_\_\_

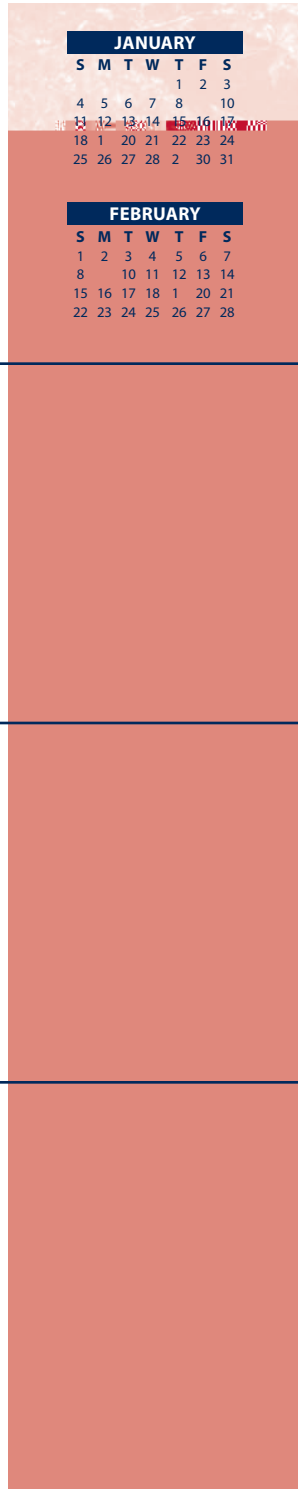
January  
**WEDNESDAY** 7  
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**JANUARY**

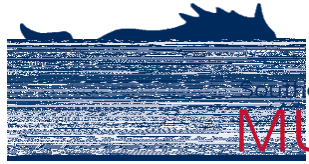
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	1	20	21	22	23	24
25	26	27	28	2	30	31

**FEBRUARY**

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



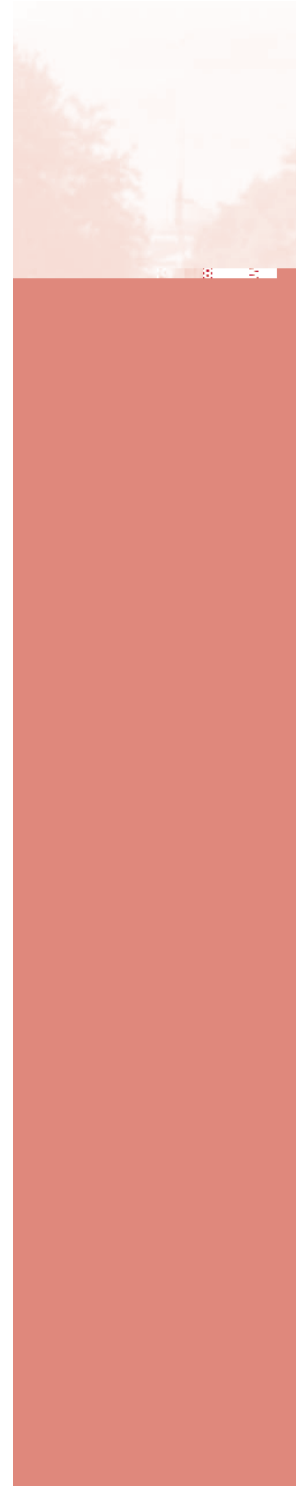
January	8	<b>THURSDAY</b>
January	9	<b>FRIDAY</b>
January	10	<b>SATURDAY</b>
January	11	<b>SUNDAY</b>

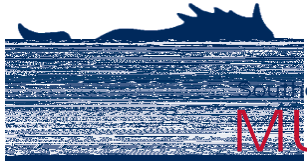


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**MUSTANGS**

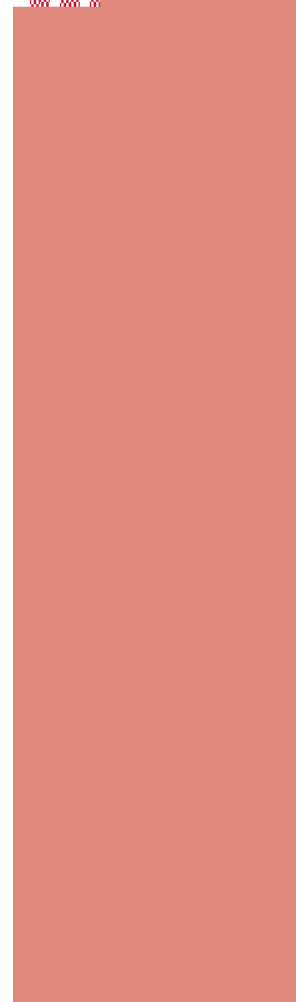
*“Life shrinks or expands in proportion to one’s courage.”*  
– Anais Nin

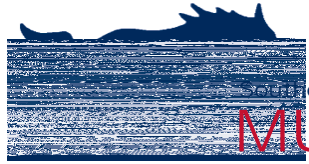




Southern Methodist University  
**MUSTANGS**

*"We become brave by doing brave acts."*

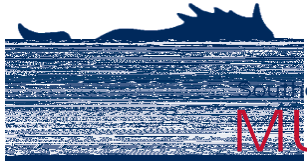




Southern Methodist University

**MUSTANGS**





Southern Methodist University

**MUSTANGS**

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

*“People with goals succeed because  
they know where they’re going.”  
– Earl Nightingale*

MONDAY

Lined writing area for Monday.

TUESDAY

Lined writing area for Tuesday.

WEDNESDAY

Lined writing area for Wednesday.

	<p>THURSDAY</p> <p>Lined writing area for Thursday.</p>
	<p>FRIDAY</p> <p>Lined writing area for Friday.</p>
	<p>SATURDAY</p> <p>Lined writing area for Saturday.</p>
	<p>SUNDAY</p> <p>Lined writing area for Sunday.</p>



Western Methodist University

# MUSTANGS

*"Success is how high you bounce when you hit bottom."  
- General George Patton*

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

MONDAY

TUESDAY

WEDNESDAY

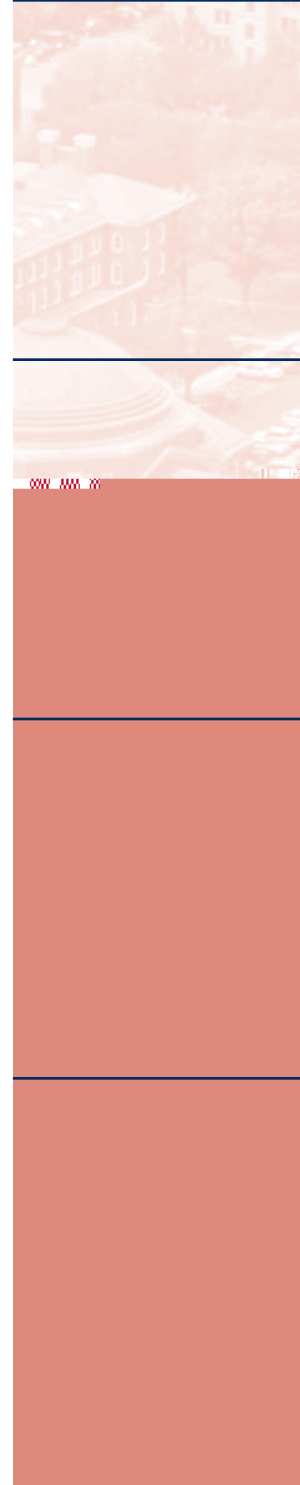
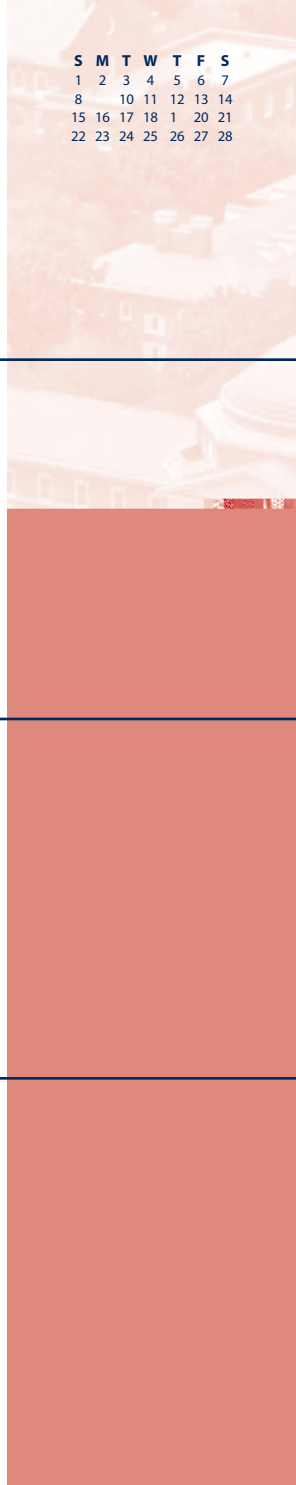
THURSDAY

FRIDAY

SATURDAY

SUNDAY

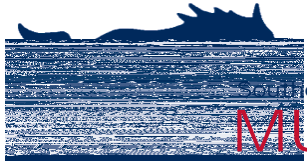
Handwriting practice area for Monday, Tuesday, and Wednesday. Each day includes a vertical label on the left and a series of horizontal lines for writing.



Handwriting practice area for Thursday, Friday, Saturday, and Sunday. Each day includes a vertical label on the right and a series of horizontal lines for writing.







Southern Methodist University

# MUSTANGS

*"Dream as if you'll live forever. Live as if you'll die today."*  
*— James Dean*

### MARCH

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				

### APRIL

S	M	T	W	T	F	S
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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		

March

MONDAY

2

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Faculty/Staff volunteer of the Year Award Nomination Deadline <http://www.smu.edu/lci/awards>  
 President's Volunteer Service Award Nomination Deadline <http://www.smu.edu/lci/awards>  
 6:30 PM - Paideia Greek Awards Ceremony (H-T Ballroom)

March

TUESDAY

3

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5:00 PM - Intramural Officials' Training Softball, Classroom #1 (Dedman Rec Center)  
 5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

March

WEDNESDAY

4

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Deadline to Apply for LeaderShape DFW <http://www.smu.edu/leadershape/>  
 4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
 6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)

March

THURSDAY

5

12:00 PM - Leadership Certificate Program Workshop  
 8:00 PM - PC Films (Hughes-Trigg Theatre)

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March

FRIDAY

6

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March

SATURDAY

7

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March

SUNDAY

8

*Daylight-saving Time begins*  
 Alternative Spring Break

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Southern Methodist University

# MUSTANGS

*"We must use time creatively, and forever realize  
that the time is always ripe to do right."*

*– Nelson Mandela*

MONDAY

TUESDAY

WEDNESDAY

### MARCH

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

### S M T W T F S

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

THURSDAY

FRIDAY

SATURDAY

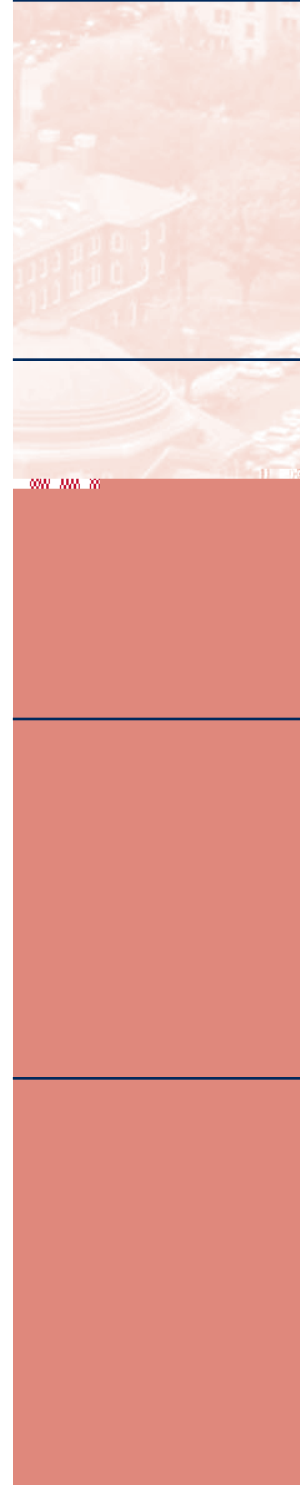
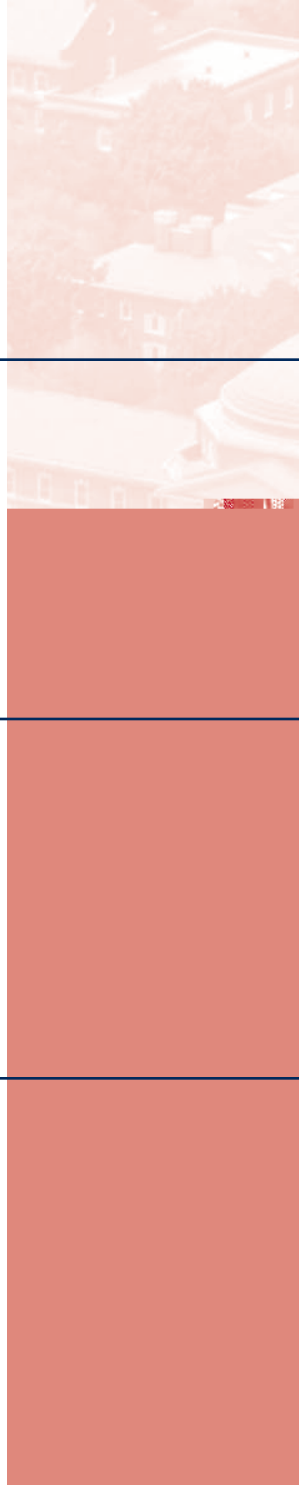
SUNDAY



Western Methodist University

# MUSTANGS

*"No bird soars too high if he soars with his own wings."  
— William Blake*



Lined writing area for the right page.

Lined writing area for the left page.



Southern Methodist University  
**MUSTANGS**

*"It is best to learn as we go, not as we have learned."  
- Leslie Jeanne Sahler*

MARCH						
S	M	T	W	T	F	S
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8	10	11	12	13	14	
15	16	17	18	1	20	21
22	23	24	25	26	27	28
2	30	31				

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

March  
**MONDAY** - 23

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March  
**TUESDAY** - 24

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March  
**WEDNESDAY** - 25

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5:00 PM - Leadership Certificate Program Workshop (Hughes-Trigg Student Center)

4:00 PM - RHA General Meeting (Hughes-Trigg Student Center)  
6:00 PM - Hunger Banquet (Hughes-Trigg Student Center)  
6:00 PM - LEAD General Meeting (Hughes-Trigg Student Center)  
6:00 PM - SPARC General Meeting (Hughes-Trigg Student Center)

Intramural Registration Deadlines:  
Doubles Tennis, Dodgeball, Golf Scramble (Dedman Rec Center)  
12:00 PM - Leadership Certificate Program Workshop  
4:00 PM - GPA 101: SMU Survival Skills workshop (Altshuler Learning Enhancement Center)  
7:00 PM - Women's History Month Lecture (Hughes-Trigg Student Center)

March  
**THURSDAY** - 26

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March  
**FRIDAY** - 27

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March  
**SATURDAY** - 28

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March  
**SUNDAY** - 29

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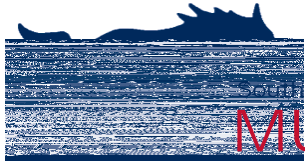
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8:00 AM - NPHC Service Project (Flagpole)



Southern Methodist University  
**MUSTANGS**

*"Luck is a matter of preparation meeting opportunity."  
- Oprah Winfrey*

MONDAY

TUESDAY

WEDNESDAY

**APRIL**

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

**MAY**

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

*April Fools' Day*  
SPARC Executive Board  
Applications Available <http://people.smu.edu/sparc>

12:00 PM - Leadership Certificate  
Program Workshop  
8:00 PM - PC Films (Hughes-Trigg  
Theatre)

First Friday (Flagpole)  
7:00 PM - Sing Song (McFarlin)

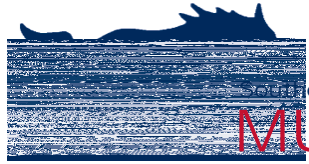
*Palm Sunday*  
3:00 PM - 19th Minority Academic  
Awards (Hughes-Trigg Theatre)

THURSDAY

FRIDAY

SATURDAY

SUNDAY



Southern Methodist University

**MUSTANGS**

*“The thing always happens that you really believe in;*



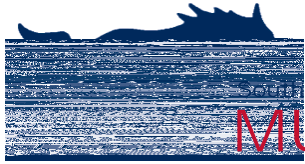




Southern Methodist University

**MUSTANGS**





Southern Methodist University  
**MUSTANGS**

*"Think it more satisfactory to live richly than die rich."  
- Sir Thomas Browne*

MONDAY  
April 27  
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TUESDAY  
April 28  
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WEDNESDAY  
April 29  
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**APRIL**

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19	20	21	22	23	24	25
26	27	28	2	30		

**MAY**

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

4:00 PM - RHA General Meeting  
(Hughes-Trigg Student Center)  
6:00 PM - LEAD General Meeting  
(Hughes-Trigg Student Center)

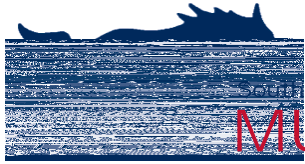
8:00 PM - PC Films (Hughes-Trigg Theatre)

THURSDAY  
April 30  
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FRIDAY  
May 1  
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SATURDAY  
May 2  
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SUNDAY  
May 3  
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Southern Methodist University  
**MUSTANGS**

*“There are two ways of spreading light – to be the  
candle or the mirror that reflects it.”*  
– Edith Wharton

MAY						
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17	18	1	20	21	22	23
24	25	26	27	28	2	30
						31

JUNE						
S	M	T	W	T	F	S
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14	15	16	17	18	1	20
21	22	23	24	25	26	27
28	2					

May **4** **MONDAY** Last Day of Classes

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May **5** **TUESDAY** *Cinco de Mayo*  
Reading Day

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May **6** **WEDNESDAY** Final Exams

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Final Exams

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May **7** **THURSDAY**

Final Exams

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May **8** **FRIDAY**

Final Exams

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May **9** **SATURDAY**

*Mother's Day*  
Final Exams

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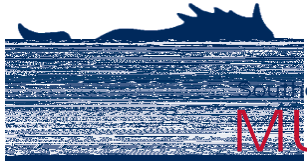


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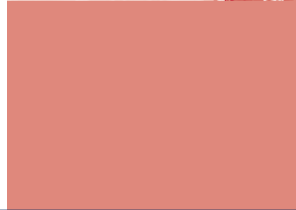
May **10** **SUNDAY**



Western Methodist University

# MUSTANGS

*"Be yourself – who else is better qualified?"  
– Frank J. Giblin II*



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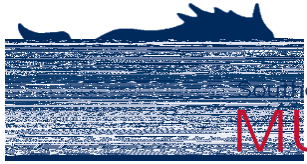
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Southern Methodist University

# MUSTANGS

*"I am not afraid of storms,  
for I am learning how to sail my ship."  
– Louisa May Alcott*

MONDAY

TUESDAY

WEDNESDAY

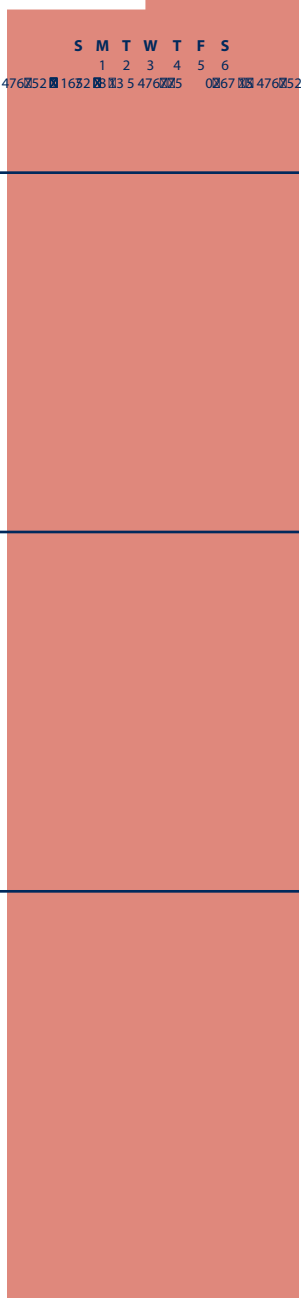
MAY						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

Lined writing area for Monday.

Lined writing area for Tuesday.

Lined writing area for Wednesday.



THURSDAY

FRIDAY

SATURDAY

SUNDAY

Lined writing area for Thursday, Friday, Saturday, and Sunday, featuring a background image of a smiling graduate in a cap and gown.



Southern Methodist University





Southern Methodist University  
**MUSTANGS**

*“Do not follow where the path may lead.  
Go instead where there is no path and leave a trail.”*  
– Muriel Strode

MONDAY

June 8

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TUESDAY

June 9

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WEDNESDAY

June 10

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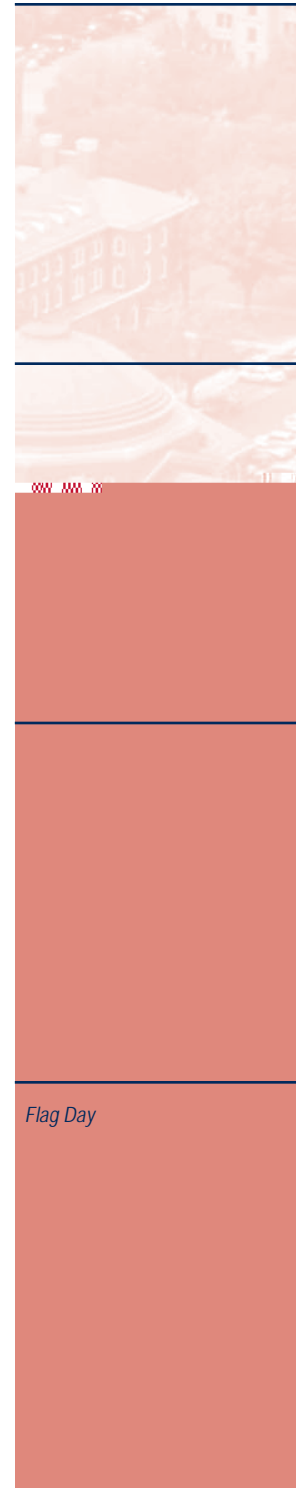
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JUNE						
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28	2	30				

JULY						
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1	20	21	22	23	24	25
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THURSDAY

June 11

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FRIDAY

June 12

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SATURDAY

June 13

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SUNDAY

June 14

Flag Day

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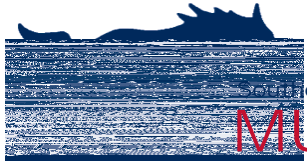
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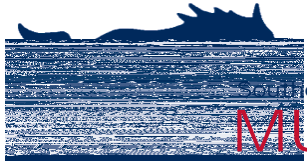
Southern Methodist University

**MUSTANGS**

*"Talk about a dralsity"*







Southern Methodist University

# MUSTANGS

*"The lips know only shallow tunes.  
The heart is where great symphonies are born."  
- Calvin Miller*

MONDAY

TUESDAY

WEDNESDAY

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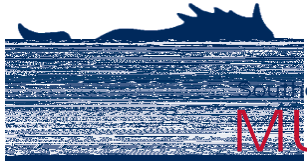
THURSDAY

FRIDAY

SATURDAY

SUNDAY

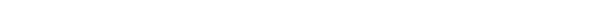
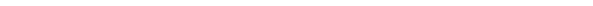
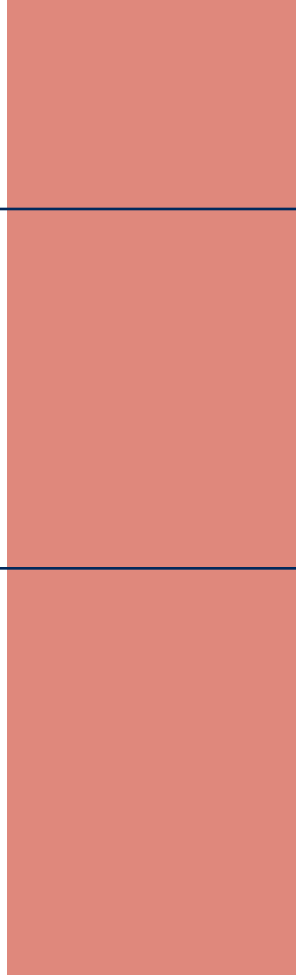




Southern Methodist University

**MUSTANGS**

*"The way to get ahead is to start now."  
– William Feather*





Western Methodist University

# MUSTANGS

JULY						
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26	27	28	29	30	31	

AUGUST						
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23	24	25	26	27	28	2
30	31					

*"If you hear a voice within you saying 'you are not a painter,' then by all means paint, and that voice will be silenced."  
- Vincent van Gogh*

MONDAY

July 13

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TUESDAY

July 14

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WEDNESDAY

July 15

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THURSDAY

July 16

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FRIDAY

July 17

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SATURDAY

July 18

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SUNDAY

July 19

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Western Methodist University

**MUSTANGS**

*"Genius is one percent inspiration and  
ninety-nine percent perspiration."*



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Privacy Act of 1974 and related regulations, and who is currently enrolled and/or is part of a degree-seeking program

**1.01(h)** the term “University community” means any student, faculty, administration or staff member at the University

**1.01(i)** the term “vendor” shall include, ~~faculty,~~

with health and safety regulations or to address a perceived emergency situation regarding a person's health and/or safety.

- 2.08(d)** Every student shall be granted a fair hearing before an impartial board, or an administrative official.
- 2.09** Students will, at all times and in all activities, respect the rights of others, maintain responsible behavior conducive to the teaching and learning environment, and uphold the integrity of the University both on and off campus.
- 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 in violation of or not in accordance with the Student Code, University policy, or any law upheld by SMU comes to the attention of the University, the University has the right to take disciplinary and/or civil action against those involved.
- 2.12** The privacy and confidentiality of all student records shall be preserved, in accordance with the Family Educational Rights and Privacy Act of 1974, as amended.
- 2.13** Unless otherwise specified in the Student Code, requests for changes to the Student Code are made by the Student Senate. Requests for changes may be submitted to the Student Body Secretary to investigate.
- 2.14** According to University Policy, all students are required to maintain their personal records with the University and to check regularly their SMU



It is also recognized that Southern Methodist University is a community of free and open inquiry in which adults are encouraged to make responsible decisions in their lives; including abstinence from or careful use of alcohol. The University recognizes the freedom of conscience that determines such issues, but cautions that such freedom does not imply license to violate the law or University policy.

**3.01(a)** All members of the University

**3.03 ASSAULT** Physical abuse and/or other conduct which endangers the health or safety of any person is prohibited. Examples include, but are not limited to: fighting or assault in any form. All combatants may be charged.

**3.04 CAMPUS FACILITIES**

**3.04(a) USE OF BUILDINGS** Students may not be in University buildings after 10:00 P.M. without appropriate authorization unless the building is designated as open after 10:00 P.M. Permission to sleep or reside in any part of any building requires prior approval.

**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 Assistant Dean of Student Life / Director of Student Activities & Multicultural Student Affairs 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 Assistant Dean of Student Life / Director of Student Activities & Multicultural Student Affairs 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(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 Assistant Dean of Student Life / Director of Student Activities & Multicultural Students Affairs and the SMU Police Department may grant permission for buses to load and unload from all 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 & Multicultural Student Affairs Office.

**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, data.w( )TjEM#BDCe9TjEMFE1.02.6170ut035900St d(o2(us220>TjEMC tualTextFE

**3.09 ELECTRONIC MEDIA** SMU computing and networking facilities are intended for

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**3.11 FAILURE TO COMPLY** Students who do not comply with reasonable requests from University staff or administrators or who do not complete conduct-related sanctions may have their University records placed on hold, and appropriately charged with failure to comply.

**3.12 GAMBLING & RAFFLES**

**3.12(a) Gambling.** Every person subject to the jurisdiction of this code shall be responsible for compliance with all local, state, and federal laws regarding gambling. Violations of any local, state, or federal law regarding gambling may subject the person to proceedings in the University Conduct Review Process without regard to any proceedings in local, state, or federal courts. Texas law says that gambling requires a “bet,” defined as “an agreement to win or lose something of value solely or partially by chance.” Texas law adds, among other things: “A person commits an offense if he . . . plays and bets for money or other thing of value at any game played with cards, dice, balls, or any other gambling device.”

**3.12(b) Raffles.** Texas law defines the word “Raffle” as, “. . . the award of one or more prizes by chance at a single occasion among a single pool or group of persons who have paid or promised a thing of value for a ticket that represents a chance to win a prize.” Raffles, which are connected to the University or include the name SMU, in any way, are prohibited.

**3.13 GUESTS/VISITORS** Any visitor who is not on official business must be a guest of a University student, faculty member, or staff member.

**3.13(a)** Guests are subject to all applicable rules and policies as are members of the University.

**3.13(b)** A guest must identify him/herself when called upon by a university official, including residence hall staff, and to identify his/her host.

**3.13(c)** The conduct of a guest is the responsibility of the student serving as host.

**3.13(d)** See rules regarding Guests and Visitation in the Community Standards and Student Conduct in University Residence Halls section.

**3.13(e)** The University provides parking for guests in designated areas of campus. Members of the University community or their guests may contact the SMU Police Department to obtain maps showing designated visitor parking areas and explaining University parking regulations. Guests are subject to the same parking regulations as members of the SMU community.

**3.13(f)** The University reserves the right to order from the campus any non-University person(s) disrupting the normal operations of the University.

**3.14 HARASSMENT**

**3.14(a)** Any words or acts deliberately designed to disregard the safety or rights of another and which intimidate, degrade, demean, threaten, haze, or otherwise interfere with another person’s rightful action will not be tolerated on the basis of the standards of the SMU community and therefore may be subject to disciplinary action. Intimidate, be

the university community; Intentional disruption or obstruction of lawful activities of the University or its members including their exercise of the right to assemble and to peaceful protest. All members of the University community are protected from harassment, including, but not limited to, members according to their race, ethnicity, age, gender, disability, sexual orientation, and religion. Due to the University's commitment to freedom of speech and expression, harassment is more than insensitivity or conduct that offends or creates an uncomfortable situation for certain members of the community.

- 3.16(b)** Personal Accounts programmed onto Student ID cards are for use at the discretion of the student on campus or at authorized locations off campus at the discretion of the student, pursuant to the rules under which the accounts were formed, including Pony Express Accounts. For purchases exceeding \$25, the student using the card must provide a form of government issued photo ID and sign for the purchase.
- 3.16(c)** Possession and/or use of a fake identification card is considered dishonesty and is against the law.
- 3.16(d)** The SMU Pony Express stored value card was meant to provide members of the University Community a convenient way to purchase items needed for their educational and living expenses. Due to its intended use, the

### 3.21 OFFICIAL NOTICES



sale or offer of sale for the purpose of securing a profit for the benefit of an individual or group. Such activities will generally be prohibited unless the University does not offer the service or

**3.24(e)(2)** Any illegal items may not be distributed.

**3.24(e)(3)** Distribution of publications,

**3.25(d)** An accused may be found to have committed the offense of sexual misconduct or sexual assault only if the other person did not consent to the sexual conduct and the

### 3.28 SPEAKER'S

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**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 la401-BDCB-002018-SDT-EMC-1594-BDC(6)

- 4.01(b) All organizations comprised of students in the SMU certificate programs (such as Guild Hall, Dispute and Resolution, etc.) will be not be recognized through this process but must seek recognition through their respective schools. Such decisions are subject to the review of the Student Senate.
  - 4.01(c) Undergraduate and graduate student organizations or student groups may not hold programs, events, and/or official meetings during periods designated as reading days on their school's respective academic calendar.
  - 4.01(d) Any undergraduate organization that uses any money allocated from the Students' Association to purchase alcohol will be ineligible to receive funding from the Student Senate for three years.
- 4.02 RECOGNITION** Student organizations must be chartered or be in the process of receiving a charter in order to be recognized by the University. There are three tiers in the recognition process.
- 4.02(a) **PRELIMINARY REQUIREMENTS** In order to be recognized by the University a group must adhere to the Student Code of Conduct including the section dealing with responsibilities and requirements of student organizations. Additionally,

**4.02(b)(2)** During the probationary period, the Organizations Committee

**4.03 PRIVILEGES OF STUDENT ORGANIZATIONS** Each tier entitles the organization to specific rights.

**4.03(a) PROBATIONARY ORGANIZATIONS**

**4.03(a)(1)** May petition for meeting space in the Hughes-Trigg Student Center.

**4.03(a)(2)** Have access to a Students' Association Checking Account maintained by the Students' Association Comptroller.

**4.03(a)(3)** Have access to monies for advertising, membership recruitment, and administrative expenses. A request for this money must be made to the Organizations Committee Chair to t5(18420378/9

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- 4.03(c)(6)** Will be assigned an affiliate senator by the Student Body Vice-President
- 4.03(c)(7)** May place stake signs in accordance with existing University regulations
- 4.03(c)(8)** May request for advertising in the *Daily Campus Students' Association* Bulletin Board
- 4.03(c)(9)** May

- 4.04(f)** The organization's current Constitution and/or Bylaws must be on file with the Assistant Dean of Student Life / Director of Student Activities & Multicultural Student Affairs.
- 4.04(f)(1)** Any organization wishing to change its name must do so in its constitution
- 4.04(g)** Religious organizations wishing to be recognized as a student organization must have a written recommendation from the Campus Ministry Council (CMC) before appearing before the Organizations Committee. Generally, CMC convenes only one meeting per month. In order to be recognized, new religious organizations must be willing to participate as a member of the CMC. (Participation is defined as attending monthly CMC meetings.)
- 4.04(h)** Groups designated as sports clubs must have waivers of liability for all members on file with the Associate Director of Recreational Sports / Sport Club Director before participating in any activity of the group. Due to the unique nature and activity of sports clubs, additional requirements may be imposed before the University will sanction their activities.
- 4.04(i)** Membership must adhere to the Constitution and Bylaws of the organization. Policies of a recognized organization must be in accordance with the Student Code and are subject to review by the Student Senate.
- 4.04(j)** To continue to receive any privileges once recognized, an organization must be represented at two mandatory organizations meetings each semester (one for organization presidents and one for treasurers) and submit an Officer Update Form each semester to the Senate Organizations Committee within two weeks of changes in officers and/or advisor.
- 4.04(j)(1)** If an organization fails to attend two consecutive mandatory organization meetings, the organization's privileges as outlined in 4.03 will be suspended and the organization will be brought before the Executive Committee of the Student Senate for charter review.
- 4.04(j)(2)** For the spring semester, if a student organization fails to attend the mandatory organizations meeting the organization's status will be suspended and its budget request will not be accepted until contact has been made. If after four weeks the organization has failed to contact the Student Senate Organizations Chair or Assistant Dean of Student Life / Director of Student Activities & Multicultural Student Affairs the Senate Organizations Committee Chair will recommend to tTjEMC 0.175 0 Td(t)13(TjEM



**4.05(b)(3)** Any listing of chartered student groups on campus shall include a section titled Campus Ministry Organizations, which shall list all groups with CMC recognition.

**4.06 STUDENT ACTIVITY FEE ALLOCATION** Student activity fees are to be used to support programs and services for the benefit of the SMU student body. Student activity fees may be applied for through the Senate Finance Committee for review and recommendation to the Student Senate. To be eligible to apply for funds, one must be a chartered student organization or, for non-student organizations, be sponsored by an SMU academic or administrative department and be determined by the Vice President for Student Affairs to have a “legitimate relationship” with the University. This legitimate relationship exists when the requesting organization has, in the opinion of the Vice President for Student Affairs, both (a) a sufficiently similar academic or programmatic purpose as the sponsoring academic or administrative department, and (b) could not be appropriately chartered by the CMC.

- 5.01(b)** May not request an appropriated budget from the Students' Association, as outlined in the Student Code of Conduct and Student Senate policies and Procedures
- 5.01(c)** May not request advertising in the Daily Campus Students' Association Bulletin Board
- 5.01(d)** Will not be assigned an affiliate senator by the Student Body Vice-President
- 5.01(e)** May not open a Students' Association checking account controlled by the Students' Association Comptroller
- 5.01(f)** May not request a copy code from the Student Activities & Multicultural Student Affairs office

**5.02 RECRUITMENT** RecruitmrTexCTexCTexCTexCTexCTexCTexCTexCTexCTexCTexCT

**5.02(c)(3)** Requests for exceptions to the eligibility requirements for Recruitment and pledging may be made to the Associate Vice President for Student Affairs through the advisors to the individual Greek councils.

**5.03 EXPANSION OF THE GREEK SYSTEM** Requests for Greek expansion to be reviewed by Council President, Council Advisor, Assistant Dean of Student Life / Director of Student Activities & Multicultural Student Affairs, and Associate Vice President for Student Affairs. Such requests will be reviewed according to the following procedures.

**5.03(a)** Criteria for Expansion

**5.03(a)(1)** Status of Greek Life and Council

**5.03(a)(1)(i)** Average size and growth of Council in past three years.

**5.03(a)(1)(ii)** Academic standing compared to SMU GPA

**5.03(a)(1)(iii)** Recruitment statistics

**5.03(a)(2)** Enrollment trends of the University

**5.03(a)(3)** Number of chapters currently active and average number of members in each chapter. Must demonstrate need for additional chapters due to current chapter overload and interest from students.

**5.03(b)** If the decision on the Criteria for Expansion is positive by the four initial reviewing persons, the Vice President for Student Affairs and the President of the University are then petitioned for approval for the next steps to proceed.

**5.03(c)** Upon receiving official approval from the Vice President for Student Affairs, the petitioning Council must pass the proposal for expansion by a two-thirds vote. If expansion is approved, the Council must abide by their Council expansion policies, with supervision of their Advisor and the Associate Vice President for Student Affairs.

**5.03(d)** If expansion is approved and offered, the accepting chapter must provide SMU and the respective Council with the following materials and complete the following action items prior to colonization/recolonization (dates to be set by Council Greek Advisor and Associate Vice President for Student Affairs):

**5.03(d)(1)** National Constitution and Bylaws

**5.03(d)(2)** Mission Statement/Vision Statement of National organization

**5.03(d)(3)** Present size of fraternity (number of current active chapters and colonies and location of each)

**5.03(d)(4)** Number of new chapters and colonies in last three years (current size of each)

**5.03(d)(5)** Goals of Colony at SMU

**5.03(d)(6)** Colonization procedures including, but not limited to, new member recruitment, retention guidelines imperative for colony to be chartered (including financial), growth plan for the colony.

**5.03(d)(7)** Member Recruitment Plan

**5.03(d)(8)** Service/Philanthropy Plan

**5.03(d)(9)** Academic Success Plan

**5.03(d)(10)** Copies of all National/chapter policies, including risk management policies

**5.03(d)(11)** Leadership Development - opportunities offered by National Fraternity

**5.03(d)(12)** New Member Program - (*See clause 5.05*) - copy of sample program and length of new member period.

**5.03(d)(13)** Financial - new member/initiation costs, aver225 7c55l/Span4ActualT

## UNIVERSITY CONDUCT REVIEW PROCESS

**I. INTRODUCTION** Responsibility for student discipline is vested in the President by the Board of Trustees. To exercise this responsibility, the President established the University Conduct Council, which reports through the Vice President for Student Affairs. Upon the recommendation of the University Conduct Council and the Vice President for Student Affairs, the President has accepted the following document delineating the conduct review process for students at SMU.

**PHILOSOPHY AND PURPOSE** A university is a complex institution. It is distinctive from anything else in society and therefore, the focus of its norms is distinctive. Further, a private university is an elite institution; admittance and attendance is a privilege granted on the assumption that the applicant who has voluntarily enrolled in the institution shares the university's values and goals and is committed to its purpose. If a student's values and goals are not consistent with those of the university, the privilege of attendance may be terminated.

The conduct review process at SMU provides a fair disciplinary procedure for an accused individual (**respondent**) or student group and the University and to help induce maturity and learning by erring students, while enforcing the behavior requirements deemed necessary to an academic institution. It also exists to protect the balance between the rights of the respondent and those of the university community as a whole.

SMU emphasizes learning and behavioral development. The conduct review process is not an adversarial process of antagonists striving to best one another. It is more in the nature of a community seeking to learn if error has occurred and, if so, deciding how best to act so that in the future there will be less error. Its watchwords are serious in purpose, considerate in process, appropriate in response.

The conduct review process is an educational process, one that promotes growth, understanding, responsibility and accountability. The majority representation on all boards is students. The University does not allow attorneys to actively participate in any way in the University's conduct review process.

The University recognizes that some violations may be handled concurrently by the University and civil and/or criminal authorities. The criminal court process is separate and distinct from the student conduct review process, which determines only violations of the Student Code and imposes sanctions within the University community. As such, a concurrent action by both processes does not constitute double jeopardy. The judgment of the Vice President for Student Affairs is the final determinant as to the University's





- B. The *Notice of Alleged Violation(s)* and a copy of the hearing notification will be **mailed** to the respondent.
1. The *Notice of Alleged Violation(s)* will include the following information:
    - a) a brief description of the incident
    - b) date(s) of the incident
    - c) the alleged policy violations
  2. Notification will be sent a minimum of four (4) calendar days (excluding school holidays) prior to the hearing.
  3. Notification is mailed to the respondent's mailing address as \_\_\_\_\_ mailing







8. To inform the Office of the Dean of Student Life and submit a letter of resignation if members find they are unable to meet the requirements of the conduct review process.
9. To adhere to all provisions of the conduct review process and the Student Code of Conduct. Members of the University Conduct Council, the Honor Council, or University Conduct Boards found to be responsible for violating the Student Code of Conduct or convicted of a criminal offense will be suspended from serving as a member of the conduct review process by the Vice President of Student Affairs.

#### **K. Graduate Hearing Boards**

The Dedman School of Law, the Perkins School of Theology, and the School of Engineering shall each appoint, as may be necessary and appropriate, hearing boards composed of staff, faculty and graduate students to hear disciplinary misconduct cases involving graduate students enrolled in their respective graduate schools.

1. The rosters of persons appointed to these boards shall be made available, as needed, to the Dean of Student Life Office.
2. All disciplinary charges against graduate students not enrolled in the Dedman School of Law, the Perkins School of Theology, or the School of Engineering will be heard through this student conduct review process.
3. As with all other hearing boards, the result of a graduate hearing board, under this process, may be appealed to the University Conduct Council appellate body.
4. Academic dishonesty cases concerning graduate students at the Cox School of Business, the Dedman School of Law, and the Perkins School of Theology are handled separately through processes established at each of those schools.

**II. Organization of the Conduct Review Process** The University Conduct Council, in conjunction with the Vice President for Student Affairs, makes recommendations/amendments to the procedures of the conduct review process to the President of the University.

- A. Proposals are to be made to the University Conduct Council for their recommendation, but final authority to change the conduct review process rests with the University President.
- B. When the University Conduct Council receives a change, the Council is required to inform the Dean of Student Life and the Student Body President of the proposal and the details of the proposal's contents in writing. This requirement is for written notification only; approval is not required by either the Dean of Student Life or the Student Body President.

campus grounds for any reason without the express written permission from the Office of the Dean of Student Life. A student expelled from the University will not receive a refund of any monies paid, including tuition, fees, and room and board.

2. **SUSPENSION** An individual or group will be dismissed from the University for an assigned time period, and under the conditions deemed necessary by the conduct review process. A student suspended from the University may not enter campus grounds for any reason during the period of her/his suspension without the express written permission from the Office of the Dean of Student Life. A student suspended from the University before an academic semester ends will not receive a refund of any monies paid, including tuition, fees, and room and board. No academic credit earned during the period of suspension at any other institution may be transferred to SMU. A disciplinary suspension and its effective dates are recorded on a student's academic transcript. The notation remains for the time the student is suspended.





- c) Substantial new relevant evidence not available at the time of the hearing;
- d) Evidence presented at the hearing for a finding of responsibility clearly insufficient to support the charge; and
- e) Sanction(s) unreasonably harsh.

**B. APPELLATE PROCEDURE** The procedure for the appeal will be as follows:

1. At the conclusion of each hearing, the Conduct Officer or Conduct Board chair will submit the following information to the Office of the Dean of Student Life:
  - a) the decision
  - b) the reasons for the decision
  - c) the reasons for the sanctions imposed.
2. The respondent must file a written request to appeal with the Office of the Dean of Student Life. The request to appeal must include the ground(s) for the appeal and the basis for each.
3. The appeals packet consisting of the above statements and documents, including the hearing board's decision, must be submitted to the Office of the Dean of Student Life. The appeals packet must be submitted to the Office of the Dean of Student Life by the deadline set forth in the Student Life Handbook.

1. All seven (7) members may serve on any appellate board, but an official quorum for an appeal consists of a minimum of four (4) members, which includes at least one (1) faculty member, one (1) student member, and one (1) staff member.
2. An official quorum for an Honor Council appeal consists of a minimum of five (5) members, which includes at least two (2) faculty members, two (2) student members and one (1) staff member (see the Honor Code of SMU, Article VI, Section 3).
3. Student alternates may participate in all regularly scheduled meetings, SMU,30, s( )TjE

### **3. SELECTION OF STAFF MEMBERS**

- a. The Office of the Dean of Student Life will initiate contact with the Vice President for Student

- C. Beginning their senior year, a student may request, through a written petition, to have their conduct file(s) expunged by the Dean of Student Life for good cause. Factors to be considered in review of such petitions shall include:
1. The present demeanor of the student.
  2. The conduct of a student subsequent to the violation.
  3. The nature of the violation and the severity of any damage, injury, or harm resulting from it.

There is no appeal of the decision made by the Dean of Student Life in response to an expungement request.







- (d) To foster and promote programs alerting students to the importance of academic integrity and the penalties for its violation;
- (e) To issue an annual report to the campus community, to include a statistical review of the nature, volume and disposition of charges heard, academic integrity standards, policies, and procedures, including recommendations for appropriate changes;
- (f) Any additional duties or responsibilities delegated by the Provost or Dean of Student Life.

### **ARTICLE III - PREHEARING PROCEDURES**

#### **SECTION 1: FACULTY DISPOSITION OF A SUSPECTED HONOR VIOLATION**

A faculty member who suspects that a student has committed an act of academic dishonesty may take either or both of the following courses of action:

- (a) Determine to handle the situation privately with the student, in which case these procedures should be followed:
  - (i) the faculty member shall inform the student of the alleged misconduct and, after discussing it with him or her, determine whether or not the student is responsible for a violation of the Honor Code;
  - (ii) the faculty member shall inform the student of the sanctions for a determination of responsibility, which may be as severe as a failing grade in the course;
  - (iii) the faculty member shall determine whether to notify the Dean of Student Life of the action taken using the form designated for this purpose and available from the Honor Council. Faculty members should use this reporting mechanism, as it serves two purposes: first, it enables the University to track the number and severity of honor code violations; second, it preserves a record of a particular student's violation of the Honor Code in the event the student is charged with other alleged violations in the future.
- (b) Determine that the matter should be referred to the Honor Council, in which case the charge must be filed and received by the Honor Council within twenty-two (22) class days from the date of discovery of the alleged violation. The procedures outlined in Section 2, below, will be followed.

#### **SECTION 2: NOTIFICATION OF STUDENT AND PREHEARING PROCEDURES**

- (a) A person who suspects an Honor Code violation shall notify the Honor Council president of the alleged act in writing on the standard form established for that purpose.
- (b) The Provost will select faculty members designated in advance by the Faculty Senate. Although selection may be made on a case-by-case rotating basis, the Provost should retain discretion to make selections, which will ensure representation of appropriate academic disciplines, as necessary in each case.
- (c) The Honor Council president or designee shall immediately send written notice of charges to the respondent. All correspondence is sent to the local address the student has provided to the University registrar. The Honor Council will consider notice served once notice has been mailed to the local address as provided to the University registrar. Students are responsible for maintaining a current address with the Registrar's Office at all times. A copy of the written notice of charges shall also be sent to the Dean of Student Life.
- (d) The Vice President of Investigations shall appoint an investigator who will collect information relevant to the case and write a summary report to be used at the hearing. The

(f)



## **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.

## ARTICLE V - PENALTIES

**SECTION 1:** The recommended minimum penalty for a violation of the Honor Code shall be an Honor Violation (H.V.) and a deferred suspension from the University for the remainder of the student's academic career. The suspension will be invoked for a finding of guilt of an Honor Code violation or a sanction of disciplinary probation through the University Conduct Review Process. The Honor Council shall authorize the University registrar to place an H.V. on the transcript. The H.V. shall remain on the student's transcript for three years after graduation or expected date of graduation. It shall then be removed from the transcript. Although it is presumed that a guilty verdict would result in assignment of a grade of "F", the faculty member retains complete discretion to award a grade for the course he or she deems appropriate. Hearing board members may discuss the case issues in general with other Honor Council members at their regular meeting for purposes of training, but no identifying information may be discussed.

**SECTION 2:** In lieu of, or in addition to, the above recommended Honor Violation, the following penalties may be given:

- (a) Educational sanction
- (b) Conduct Reprimand
- (c) Disciplinary Probation for a term set by the hearing board
- (d) Deferred sanctions for a term set by the hearing board
- (e) Suspension from the University for a term to be set by the hearing board (during which, credit gained at another institution cannot be transferred back to SMU);
- (f) Expulsion from the University
- (g) If the student receives a sanction involving a probationary period or higher, the student's parents will be notified

**SECTION 3:** The criteria on which penalties are based include but are not limited to:

- (a) Truthfulness and cooperation in the investigation and hearing;
- (b) Intent, premeditation and seriousness of the offense;
- (c) Previous University Honor Council or Conduct record;
- (d) Harassment of the complainant or any witness.

**SECTION 4:** For a period of one year, no student with an H.V. on the transcript will be permitted to represent the University in any extracurricular activity, or run for or hold office in any recognized student organization, including, but not limited to, participating as a member of an athletic team, in performances conducted under University auspices, serving as a member of the Mustang Band, the debate teams, an officer of a sorority or fraternity, a member of the Student Senate, a member of the Student Foundation, or in similar capacities. If students so sanctioned fail to remove themselves from such activities voluntarily, the Honor Council will contact the relevant student or administrative officials to force such action. In exceptional situations, this penalty may be waived at the discretion of the hearing board.

**SECTION 5:** For a period of one year, no student with an H.V. on his or her record shall be entitled to a scholarship based on any factor other than need.

## ARTICLE VI - APPEAL

**SECTION 1:** Grounds for appeal are the following:

- (a) substantial new relevant evidence not available at the time of the original hearing;
- (b) significant procedural irregularities which denied the student a fair hearing;
- (c) insufficient evidence provided to merit a finding of responsibility;
- (d) sanctions overly harsh;
- (e) Clearly erroneous findings of fact.

**SECTION 2:** Only the respondent has the right to appeal.

**SECTION 3:** All requests for appeal of the hearing board's decision shall be submitted to the University Conduct 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 Conduct Council. For this purpose, a quorum of the University Conduct Council shall be two (2) faculty members, two (2) students, and one (1) administrator. The council shall convene a closed informal hearing within a timely manner to discuss the merits of the appeal. The standard of appellate review is very stringent and only in cases of a clear miscarriage of justice shall an appeal be granted.

**SECTION 4:** The University Conduct Council may dismiss the case due to such procedural irregularities as will forever deny the student a fair hearing, grant the appeal and remand for a de novo hearing, with a new hearing board, for insufficient evidence, significant procedural irregularity, or substantial new evidence, or lighten sanctions if it finds the sanctions to be overly harsh.

## **ARTICLE VII - RECORDS**

**SECTION 1:** All correspondence with the student and records of board decisions and all board correspondence will be kept permanently in the Honor Council file. Copies will also be maintained in the permanent file in the Dean of Student Life Office, in accordance with policies established for

## VEHICLE REGULATIONS

### POLICY STATEMENT

1. The University has enacted the following traffic rules and regulations for the safety and security of the SMU community. They apply to all students, faculty, staff, and visitors. The parking rules, approved by the Vice President of Business and Finance, will be on file in the
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**VISITORS' PARKING** (Faculty, Staff & Students are NOT visitors) Visitors to SMU should be given parking guidance by the person or organization inviting them to campus.

1. Visitors and guests of the University may park **ONLY** in “pay meter” spaces, The University Lot located behind the Airline Garage and the Moody Garage. The University Lot and Moody Garage offer “Park and Pay” stations.
2. Visitors parking in the Moody Garage will be required to pay a flat-rate fee of \$5.00 to utilize the garage parking. The one-time \$5.00 fee is good for the entire day. The pay station is located at the SMU Blvd Entrance and will accept coins, bills (\$1.00 and \$5.00 only), as well as major credit cards. Parking coupons may also be used at the Moody Garage station only. These coupons will be distributed to guest by selected hosts who receive them from the Park 'n Pony Office. Visitors must display the receipt of payment on the dash board to avoid citation.
3. **Visitors parking in the University Lot must pay by the hour (\$1.00 per hour) up to a maximum of \$5.00 per day. A conveniently placed pay station in the center of the lot is offered to our visitors. Visitors must display the receipt of payment on the dash board to avoid citation.**
4. Visitors can only park on campus during normal hours of operation (7 am - 12 midnight). If a vehicle needs to be left overnight





operation. The procedure does not convey the right to park in a FIRE LANE, a space designated for a DISABLED person, a NO PARKING ZONE, or a RESERVED space.

5. It shall be a violation for any person to drive by, through, beyond, or move a barricade, a road block, or parking cone that is officially erected on the campus.
6. Parking in a fire lane.\* **(\$150 fine)**
7. Blocking a driveway.\* **(\$30 fine)**
8. Double parking.\* **(\$30 fine)**
9. Parking in a space designated for persons with disabilities.\* **(\$300 fine)**
10. Parking in a crosswalk or yellow-painted NO PARKING zone. (Please note, activating the emergency flashers on your vehicle will NOT exempt you from being cited while parking in a NO PARKING zone. Vehicles parked for ANY length of time even with emergency flashers on are subject to being cited and towed by police!)
11. Moving traffic violations (includes driving motorcycles and mopeds on sidewalks)\* **(\$35 fine)**
12. Failing to yield the right of way to a pedestrian.
13. Overtime parking (this includes areas controlled by parking meters).
14. Parking in an unauthorized area, n.42.49(i)-10(n)-10uDC ( )TjE EMCbth



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 registration information or displaying a fictitious permit will result in the revocation of parking privileges and referral to the University Conduct Officer for further action. **NOTE: Students who fraudulently register the vehicles of another will lose their parking privileges on the campus for the remainder of the semester.**

4. Bicycles may not be secured to any tree, shrub, or plant, including average step railings, or any structure NOT designated as a bicycle rack or locking facility. An exception is a chain-link fence.
5. Bicycles may not be left unattended on any sidewalk, street, driveway, loading zone, fire lane, building, porch or patio, or pedestrian mall.
6. Violations of these regulations will result in the removal of the bicycle by the SMU Police Department; the owner may retrieve it after showing proper identification.
7. All violations of campus bicycle regulations are considered minor traffic violations and fines will be assessed accordingly.
8. State law requires bicycle riders to obey all traffic control devices, stop signs, etc.
9. Special bicycle lockers located near residence hall areas are available through Residence Life and Student Housing for a small fee per semester.

### **HOME FOOTBALL GAMES**

When home football games are scheduled, regular parking permits issued to employees and students by the SMU Parking and ID Card Services Office are not valid for that entire day. When home football game day is on a Saturday, all permit holders must move their vehicles during the evening or morning of the game from south quad, Meadows garage, southern section of the Theology lot, the Dedman lot and other locations as may be announced. After 5:00 PM on the Friday evening before game day, vehicles with SMU parking permits may relocate to the Airline garage, Moody garage, Law garage and generally the surface parking lots located on the north end of campus. The Athletic Department will tow vehicles not removed from these areas at the owner's expense.

### **WEEK DAY FOOTBALL/ BASKETBALL GAMES**

It is the policy of the SMU Parking and

## **UNIVERSITY PARK CITATIONS**

In some instances, violators of the City of University Park fire, parking, or building ordinances will be issued City citations. These cases are filed in University Park Court and must be resolved by the judge of that court.

### **HABITUAL VIOLATOR STATUS**

1. Upon issuance of six parking and/or traffic citations, an individual will be automatically designated as a “habitual violator”. Habitual violators may continue to park on campus as long as the vehicle is in an appropriate and legal space. However, subsequent violations will subject the violator to a fine and vehicle immobilization (booted).
2. If a vehicle owned or operated by a habitual violator is illegally parked anywhere on campus, that vehicle will be immobilized. Towing may be necessary in certain circumstances. All tow fees apply to the owner/operator.
3. The fines for all Chronic Violators is doubles per offense plus the boot fee.
4. **The paying of citations does not constitute reinstatement of a person’s parking privileges.**
5. 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 two 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, immobilized 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

## LAW ENFORCEMENT & SECURITY

Southern Methodist University is pledged to fulfill its promise as a private university of the highest quality. Toward that end, a variety of services and programs are offered which are conducive to the support of the learning that occurs in the classroom. Uppermost among the services and programs are those that promote the safety and security of the campus community.

### **JURISDICTION OF THE UNIVERSITY POLICE**

#### **Law Enforcement Authority of Campus Security Personnel**

The SMU Police Department is a fully empowered law enforcement agency that is certified by the State of Texas.

- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, the following areas:
  - Vice President for Student Affairs
  - Dean of Student Life
  - Executive Director of Residence Life and Student Housing
  - All Head Coaches and Assistant Coaches for all areas in the Athletic Department.
  - All Associate Athletic Directors
  - Law School – Associate Dean for Student Affairs
- An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

The intent of including non-law enforcement personnel as campus security authorities is to

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**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

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**CRIME ALERT (OFF CAMPUS)**

SMU may post a Crime Alert (Off Campus) for certain Clery Act crimes occurring outside the patrol jurisdiction of the SMUPD, when timely notification is received by the SMU PD and





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, report it to the JEMC (room EFF0020j/ActualTextF

## FEDERAL LAW & CONFIDENTIALITY OF RECORDS

The Family Educational Rights and Privacy Act of 1974 (FERPA) is a federal law that grants to students the right to inspect, to obtain copies, to challenge, and to a degree control the release of information contained in their education records. FERPA and its regulations are very lengthy. For that reason SMU has issued guidelines that are available to students in the Division of Enrollment Services. Policy 1.18 of the University Policy Manual, accessible on SMU's Intranet, also discusses this law.

In general, no personally identifiable information from a student's education records will be disclosed to a third party without written consent from the student. Several exceptions exist, including these selected examples: (1) Information defined by SMU as directory information may be released unless the student sends a written request to the registrar that it be withheld; (2) information authorized by student through Access.SMU Self-Service; and 3) information may be released to a parent or guardian if the student is declared financially dependent upon the parent or guardian as defined by the Internal Revenue Service Code.

If you wish to release or restrict access to your records, you must make the request through Access.SMU Self-Service or in writing. All SMU students are considered adults and must authorize release of all records to anyone, including parents. Students have the ability through Access.SMU Student Self-Service to grant parents or other individuals view access to their records. Students may fill out a form if they want their information released to a third party. Forms are available at [http://www.smu.edu/registrar/forms\\_library.asp](http://www.smu.edu/registrar/forms_library.asp).

More information on FERPA is available on the Registrar's website at <http://www.smu.edu/registrar/FERPA/>.



## 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 to join the University community, particularly when any of the following circumstances is present:

1. Tolerance of sexual harassment is made an explicit or implicit term or condition of status in a course, program, activity, academic evaluation, employment, firing, or admission.
2. Submission to or rejection of sexual harassment is used as a basis for academic evaluation or an employment decision affecting such individual.
3. The behavior described has the purpose or effect of creating a hostile or offensive work environment, firing, or course,

## **CONSENSUAL SEXUAL RELATIONSHIPS\***

### *Faculty/Student Relationships*

It is a serious breach of professional ethics for a teacher to initiate or acquiesce in

## OPTIONS FOR HANDLING SEXUAL HARASSMENT

- Know your rights. Sexual harassment is a violation of University policy and the Student Code. It is also prohibited under Title VII of the Civil Rights Act of 1964, as amended, and Title IX of the Education Amendments of 1972. You have a right to an education or work environment that is free of bias, intimidation, or hostility.
- State your objections at the time. Express your objections to undesirable behavior clearly and firmly. Your response could prevent future harassment from the person especially if he or she did not realize the behavior was offensive.
- Tell someone. It is helpful to talk to a trusted friend, teacher, resident assistant, colleague, or counselor to help clarify the nature of the incident, receive support, and discuss alternative responses. Many victims of sexual harassment feel ashamed, angry, even frightened, and have a tendency to blame themselves for the incident. The office of Psychological Services may be particularly helpful if you need emotional support and information on University policies and procedures. The services of this office are free and confidential.
- Document incidences. Note dates, times, places, persons involved, descriptions of the behavior, and how you responded in a journal or datebook. Keep notes or letters received from the person.
- Write a letter. A letter to the harasser can be an effective way to communicate one's objections to certain behaviors. Such a letter should state: (a) the facts of the situation, (b) the effects the behavior has had on the harassee, and (c) that the harassee would like the behavior to stop.
- Report the incidences on course evaluation forms. This option permits the complainant to report an incident anonymously to the faculty member and the chairperson of the department.
- Report the incident. The Institutional Access and Equity Office - administratively neutral and knowledgeable - can be helpful if you need information or want to file an informal or formal complaint. You may remain anonymous up until the point that you may decide to request an official review of the charges.

## CAMPUS RESOURCES

- **For General Information, Reporting Incidents, or Consultation on Grievance Procedures**

Office of Institutional  
Access and Equity                              221 Perkins Administration      *Phone: 214-768-3601*

- **For General Information, Reporting Incidents, Counseling, or Educational Programs**

Psychological Services for  
Women & Gender Issues                      Health Center - 2nd Floor              *Phone: 214-768-4795*  
Women's Center                                  3rd Floor Hughes-Trigg                *Phone: 214-768-4792*  
Dean of Student Life                             302 Hughes-Trigg                        *Phone: 214-768-4564*

- **Additional Counseling Options**

Counseling and Testing                        Health Center - 2nd Floor              *Phone: 214-768-2211*  
Mental Health Center                          Health Center - 2nd Floor              *Phone: 214-768-2860*  
Office of the Chaplain                          316 Hughes-Trigg                        *Phone: 214-768-4502*

## SMU POLICY ON SEXUAL ASSAULT

SMU is a community of trust whose very existence depends on adherence to standards of conduct. Student conduct that violates these standards is handled through the University Conduct Review Process. Cases of alleged student misconduct involio3C141u/s1 Tdd(allege.0alle

## 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 University strictly enforces city and state law and prohibits the possession and consumption of alcohol by those younger than 21.

Controlled substances (drugs): The Student Code of Conduct requires that all students be in compliance with all local, state, and federal laws regarding controlled substances including prohibition of their use, sale, possession, or manufacture.

### HEALTH RISKS OF ALCOHOL AND DRUGS

- Alcohol:
- Acts as a depressant, affects mood, dulls the senses, and impairs coordination, reflexes, memory, and judgment
  - More serious effects may be damage to the liver, kidneys, pancreas and brain.
  - It is the leading cause of death among people ages 15-24.
  - On average, heavy drinkers shorten their lives by approximately 10 years.
  - Overdose can be fatal

Indicators of high-risk alcohol use:

- Drinking underage
- Drinking to the point of impairment
- Drinking and driving
- Playing drinking games
- Drinking shots of hard liquor
- Drinking while using medications or other drugs

- Marijuana:
- Prolonged use can lead to severe psychological dependence.
  - An immediate increase in heart and pulse rate may cause a panic anxiety reaction.
  - Impairment of memory and learning, altered sense of time and inability to concentrate.
  - May cause apathy/loss of motivation.

- Cocaine:
- Increase in heart rate, blood pressure, and body temperature.
  - Chronic runny nose, infections and nosebleeds.
  - Overdose may result in seizures, heart failure, coma or death.

- Opiates:
- Rapid development of tolerance and physical dependence.
  - May cause infections of the skin, liver, heart and lungs.
  - Overdose can be fatal

- Tobacco:
- Shortness of breath, nagging cough, and heart difficulties.

Personal Risks of Alcohol and Drug Use:

- Possible death or injury
- Academic problems
- Assault / sexual abuse
- Unsafe sex
- Property damage
- Legal / police involvement
- Health problems
- Dependence

**SMU SANCTIONS**

When the standards of conduct regarding alcohol and drugs are violated, SMU will impose, at a minimum, the following sanctions:

Alcohol: A minimum of a \$100 fine. Additional sanctions will be assigned as deemed necessary by the appropriate appropriate



- 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 problem.
- 9) **PEER EDUCATORS:** SMU supports a peer education program in which students provide prevention education on campus and in the surrounding community.

Additional information is available at the Center for Alcohol Drug Abuse and Prevention, Memorial Health Center, second floor, from 8:30 a.m. to 5:00 p.m. Monday through Friday; 214-768-4021.





