# STUDENT HANDBOOK
The University of Tennessee at Martin

For the most up-to-date information, please refer to the UTM website at [www.utm.edu](http://www.utm.edu)

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HISTORY

The University of Tennessee at Martin provides high-quality undergraduate and graduate educational programs through its main campus in Martin, four West Tennessee centers and UT Online, the University of Tennessee's provider for online courses. Founded in 1900 as Hall-Moody Institute, today's UT Martin is a primary campus in the University of Tennessee System and is committed as a comprehensive public university to preparing students for success in the global economy.

The university offers nearly 100 different program areas involving undergraduate and graduate levels of study. UT Martin places great importance on achieving accreditation for eligible academic programs from their appropriate governing bodies.

The main campus includes 46 academic and support buildings, and continued facilities improvements are designed to benefit current and future generations of students. UT Martin's investment in its faculty and instructional technology is helping prepare graduates to meet the challenges in an international economy. The state-of-the-art Instructional Technology Center, located in the Paul Meek Library, brings instructional technology capacity to all university faculty members. A campus wireless network is available in all academic buildings and university housing, the Meek Library, the Boling University Center and the Hall-Moody Administration Building.

Outside the classroom, UT Martin students have multiple opportunities for involvement in the university community. More than 100 organizations are available for students to join including academic clubs, honor societies, service groups, student government, fraternities and sororities, and special student associations. The Office of Campus Recreation offers many on- and off-campus recreational opportunities, while the university's Department of Visual and Theatre Arts offers ongoing cultural events to the region.
The university competes in NCAA Division I in both men’s and women’s athletics and is a member of the Ohio Valley Conference. The UT Martin rodeo team, the only collegiate rodeo team in Tennessee, is a member of the National Intercollegiate Rodeo Association. UT Martin is listed in the top tier for southern master’s institutions in the 2011 edition of America’s Best Colleges compiled by U.S. News & World Report. Also, The Princeton Review lists UT Martin as one of 135 schools to receive a 2012 “Best in the Southeast” designation, and UT Martin is listed among America’s 100 Best College Buys, a listing compiled by Institutional Research & Evaluation, Inc.

INTRODUCTION

Students at the University of Tennessee at Martin are members of both the University community and the larger community of which the University is a part. Accordingly, students are responsible for conducting themselves in a lawful manner and in compliance with University rules and policies. The University has established the following rules in order to advance the mission of the University by maintaining a safe and secure learning environment; protecting the rights and privileges of all members of the University community; providing a basis for orderly conduct of the affairs of the University; promoting a positive relationship between the University and its surrounding community; preserving institutional integrity and property; encouraging students to engage in conduct that brings credit to themselves and the University; and ensuring that each student who matriculates at the University graduates ready to contribute to society as an ethical and law-abiding citizen.

The University is committed to respecting students’ constitutional rights. Nothing in this chapter is intended or shall be interpreted to restrict students’ constitutional rights, including, but not limited to, rights of freedom of speech and assembly.

Students are responsible for being fully acquainted and for complying with the University catalog, handbook, and other rules and policies relating to students. Failure or refusal to comply with the rules and policies established by the University may subject a student to disciplinary action up to and including permanent dismissal from the University.

DEFINITIONS

The term “University” means the University of Tennessee at Martin.

The term “student” means a person admitted, enrolled or registered for study at the University of Tennessee, either full-time or part-time, pursuing undergraduate, graduate, or professional studies, as well as non-degree students. Persons not officially registered or enrolled for a particular term but who have a continuing relationship with the University also are considered students for purposes of these rules.
The term “student organization” means an organization that is composed solely of University students that has submitted a pending application or has completed the process for registration according to University rules.

The term “University-controlled property” means all land, buildings, facilities, grounds, structures, or any other property owned, leased, used, maintained, or operated by the University. For purposes of this rule, University-controlled property includes all streets, alleys, sidewalks, and public ways abutting such property. University-controlled property also includes computers and network systems owned, maintained, or controlled by the University or funded by the University.

The term “University-affiliated activity” means any activity on or off University-controlled property that is initiated, aided, authorized, sponsored, or supervised by the University.

The term “University official” means an employee of the University, including faculty members and staff, or for purposes of this rule a University-recognized volunteer. Student employees may be considered University officials when acting in the performance of their duties (e.g., event staff, resident assistants, and teaching assistants).

The term “member of the University community” means any person who is a student, University official, campus visitor, or participant in a University-sponsored or University-affiliated activity.

The term “possession” means actual knowledge of a substance or property and/or being in such close proximity to the substance or property that it is a reasonable presumption that one had knowledge of the substance or property.

The term “weapon” means any device, instrument, or substance that is designed to, or reasonably could be expected to, inflict a wound, incapacitate, or cause serious bodily injury or death, including, but not limited to, firearms (loaded and unloaded, real and replica), ammunition, electronic control devices (such as Tasers and stun guns), devices designed to discharge an object (such as bb guns, air guns, pellet guns, potato guns, and slingshots), explosives, dangerous chemicals (such as mace, tear gas, and oleoresin capsicum), martial arts weapons, bows and arrows, artificial knuckles, nightsticks, blackjacks, dirks, daggers, swords, and knives with fixed blades longer than three (3) inches. The term “weapon” does not include chemical repellents available over-the-counter for self-defense; instruments used solely for personal hygiene, preparation of food, maintenance, University-related instruction, or University employment-related duties.

The term “notice” means notice given in writing delivered by regular mail, courier service, or hand delivery to the address the University has on file for the student or student organization, or by e-mail to the student’s or student organization’s University-provided e-mail account.
JURISDICTION

The Standards of Conduct apply to conduct that occurs on University-controlled property.

The University also has the discretion to discipline a student for an act in violation of the Standards of Conduct that occurs off University-controlled property if the conduct adversely affects the interests of the University, including, but not limited to, conduct which:

- Occurs in connection with a University-affiliated activity, including, but not limited to, an overseas study program or a clinical, field, internship, or in-service experience;
- Involves another member of the University community; or
- Threatens, or indicates that the student may pose a threat to, the health or safety of him/herself or others or the security of any person’s property, including, but not limited to, alcohol-related offenses, drug-related offenses, arson, battery, fraud, hazing, participation in group violence, rape, sexual assault or misconduct, stalking, and theft.

The Standards of Conduct have been adopted in furtherance of the University's interests and serve to supplement, rather than substitute for, the enforcement of the civil and criminal law. Accordingly, University disciplinary action may be instituted against a student charged with conduct that potentially violates both the criminal law and the Standards of Conduct without regard to the pendency of criminal charges or civil litigation. At the discretion of the Vice Chancellor for Student Affairs, or his/her designee, disciplinary action relating to a violation of the Standards of Conduct may be carried out prior to, simultaneously with, or following criminal proceedings. Students accused of violating the Standards of Conduct may not challenge the University disciplinary proceedings on the grounds that criminal charges, civil litigation, or other University proceedings regarding the same incident are pending or have been terminated, dismissed, reduced, or not yet adjudicated.

Each student shall be responsible for his/her conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment (and even if conduct is not discovered by the University until after a degree is awarded). Should a student withdraw from the University with disciplinary charges pending, the student’s academic record and/or ability to register for classes may be encumbered by the appropriate University office.

Graduate or professional programs within the University may initiate charges against students for alleged violations of professional standards or ethics as a separate issue or as an extension of alleged acts of academic dishonesty or other violations of the Standards of Conduct.
STUDENT RIGHTS

Access
Within the limits of its facilities and resources, The University of Tennessee at Martin is open to all students who are qualified by its admission standards.

Participation in Policy Making
Students may participate in the orderly process of formulating and changing policies, regulations, and procedures that affect their welfare. It is expected that such participation will occur through appropriate student government agencies and University committees.

Fair Evaluation of Performance
Students may expect their academic performance to be evaluated only on an academic basis and may expect their teachers to make clear the basis for the evaluation used in their classes. They should feel free to take reasoned exceptions to opinions or views expressed by any instructor, but they are responsible for learning the content of any course of study for which they are enrolled and may expect to be tested on it.

A student alleging unfair methods or bases of evaluation should appeal first to the teacher, then if desired to the department head, the dean of the school, and the academic vice chancellor.

Alternatively, the matter may be reported to the Vice Chancellor for Student Affairs for consultation.

Fair Disciplinary Hearing
Students have the right to a fair hearing and an opportunity for appeal when charged with violations of the standards of conduct that have been established for University students.

Freedom from Unwarranted Search
Entry by University authorities into occupied rooms in residence halls or University apartments will be divided into two categories: inspection and search. Inspection is defined as entry into a room to ascertain health and safety conditions, to make repairs, or to perform cleaning and janitorial operations. Search is defined as entry into a room by campus authorities for the purpose of investigating suspected violation of campus regulations and/or local, state, or federal laws.

On-campus authorities will not enter a room for purposes of search without the permission of the resident unless they have a campus authorization to search, authorized by the Vice Chancellor for Student Affairs or his designee which specifies the reasons for the search and the objects or information sought or unless they enter in compliance with state law. If possible, the student
should be present during the search. Normally these searches will not be made unless the Vice Chancellor for Student Affairs or his designee is present.

In case the search reveals objects the possession of which violates a law or a University regulation, the University may take appropriate disciplinary action even though the objects were not listed on the search authorization.

**Freedom from Abuse or Harassment during an Interrogation**

No form of intimidation will be used by University authorities to coerce admissions of guilt.

**Freedom of Assembly**

Students have the right to gather in groups to express their views and opinions, so long as such a gathering is held in an orderly manner; does not interfere with vehicular or pedestrian traffic, classes, meetings, events, ceremonies, or other educational processes of the university; and is not held in university buildings other than an area approved by the Division of Student Affairs or in residential areas of the campus. No amplification devices are permitted during class hours except by special permission from the Division of Student Affairs.

**Freedom of Inquiry and Expression**

Students have the right to engage in discussions and speak freely on any subject in accord with guarantees of the state and national constitutions. As citizens, they are obliged to inform themselves regarding issues and problems of the day, to formulate stands regarding these, and to give expression to their view. In discharging these rights and obligations, students should also recognize their responsibilities to other members of the academic community and to the university.

The University of Tennessee at Martin takes pride in the fact that its campus is open to free discussion and examination of views with the condition that such discussion be conducted in an orderly manner and under peaceful conditions consistent with the scholarly nature of an academic community. Speakers who are not related to the university may be invited to the campus by university department and registered student organizations.

**Faculty / Student Relationship**

Every faculty member has the responsibility to discharge his/her duties in a fair and conscientious manner in accordance with standards generally recognized within the academic community. As a minimum, these standards include:

1. Meeting his/her class commitments when scheduled and, if possible, inform students in advance if he/she must be absent;
2. Utilizing a portion of the first or second class period to discuss plans for the course. This presentation should include: a general outline of the course as to content or topics to be studied; a description of the kinds of learning activities expected; guidelines for the type and expected amount of course work; a description of the means for evaluating student performance; and an explanation of expectations regarding Academic Integrity.

3. Encouraging acceptable academic conduct by all members of the academic community at all times;

4. Informing classes, in advance of any evaluation, of the permissible materials or references allowed during evaluation;

5. Taking thorough precautions against student cheating on examinations or other required class work;

6. Basing all academic evaluations upon professional judgment, avoiding consideration of factors such as race, color, religion, sex, national origin, handicap, political or cultural affiliation, life style, or activities or behavior outside the classroom unrelated to academic achievement;

7. Performing grading duties in a timely manner and encouraging consultation with students concerning any grade they feel to be incorrect;

8. Being available at reasonable times for appointments with students and using care to keep such appointments;

9. Respecting the confidentially of student information contained in University records and refraining from releasing such information, except in connection with intra-University business or with student consent or as may be required by law;

10. Avoiding the exploitation of his/her professional relationship with students for private advantage, and refraining from soliciting the assistance of students for private purposes in a manner which infringes upon such student's freedom of choice;

11. Giving appropriate recognition to contributions made by students to research and publication;

12. Refraining from any activity which involves risk to the health, safety, and welfare of a student except with the student's informed consent and, where applicable, in accordance with University policy relating to the use of human subjects in experimentation;

13. Respecting the dignity of students individually and collectively in the classroom and other academic contexts;

14. Exercising flexibility in course requirements to allow students to make up work for which legitimate excuses can be presented and when the student has taken proper steps to inform the instructor.

15. The above responsibilities of University faculty should not be considered inflexible or inclusive, but rather as general guides. Each faculty member should become familiar with the standards of professional conduct expected or him/her through observation of and consultation with colleagues within the University community and his/her particular discipline. Every faculty member has the responsibility to discharge his/her duties in a far and conscientious manner in accordance with standards.
STUDENT RESPONSIBILITIES

When persons enroll in The University of Tennessee at Martin, they retain the rights and duties of a citizen. Additionally, they must assume the duties and observe the regulations imposed by the University community.

Failure or refusal to comply with the rules and policies established by the University may subject the offender to disciplinary action up to and including permanent dismissal from the University.

The University requires (2) two requisites in order for students to retain compliance for continued enrollment. These requirements are both: good academic and disciplinary standings.

The policies and procedures described below have been established to insure the rights and privileges of all members of the University community, to communicate the expectations of the community to its members, and to provide a basis for orderly conduct of the University.

It is therefore acknowledged that all students are subject to be held accountable for their knowledge, participation, or presence of alleged misconduct whether on or off campus while actively enrolled at the University.

Standards of Conduct

A student or student organization may be disciplined for the following types of misconduct:

1. Cheating, plagiarism, or any other act of academic dishonesty.
2. Providing false information to a University official.
3. Falsifying, distorting, misrepresenting, or withholding information in connection with a University investigation or hearing.
4. Forging, altering, destroying, falsifying, or misusing records, identification, or documents, whether in print or electronic form.
5. Causing physical harm to any person (including oneself); endangering the health or safety of any person (including oneself); engaging in conduct that causes a reasonable person to fear harm to his/her health or safety; or making an oral or written statement (including electronically) that an objectively reasonable person hearing or reading the statement would interpret as a serious expression of an intent to commit an act of unlawful violence to a particular individual or group of individuals, although the speaker need not mean to carry out the act of unlawful violence in order to constitute a violation of this rule.
6. Harassment, which is defined as unwelcome conduct that is so severe or pervasive, and objectively offensive, that it substantially interferes with the ability of a person to work, learn, live, or participate in or benefit from the services, activities, or privileges provided by the University. In no event shall this rule be construed to discipline a student for speech protected by the First Amendment to the United States Constitution (e.g., mere insulting or offensive speech).
7. Sexual assault or misconduct. “Sexual assault” is defined as any sexual act or attempt to
engage in any sexual act with another person without the consent of the other person, or in
circumstances in which the person is unable to give consent due to age, disability, or an
alcohol/chemical or other impairment. “Sexual misconduct” is defined as any intimate
touching of another person, or forcing a person to engage in intimate touching of another,
without the consent of the other person, or in circumstances in which the person is unable
to give consent due to age, disability, or an alcohol/chemical or other impairment. It is the
responsibility of the person initiating sexual activity to ensure the other person is capable
of consenting to that activity. Consent is given by an affirmative verbal response or acts
that are unmistakable in their meaning. Consent to one form of sexual activity does not
mean consent is given to another type of sexual activity.

8. Invasion of another person’s privacy when that person has a reasonable expectation of
privacy, including, but not limited to, using electronic or other means to make a video or
photographic record of any person in a location in which the person has a reasonable
expectation of privacy, without the person’s knowledge or consent. This includes, but is
not limited to, making a video or photographic record of a person in shower/locker rooms
or restrooms. The storing, sharing, and/or distributing of such unauthorized recordings by
any means is also prohibited.

9. Theft, misappropriation, unauthorized possession, or unauthorized sale of private or public
property, including but not limited to University-controlled property.

10. Vandalizing, destroying, damaging, engaging in conduct that reasonably could cause
damage to, or misusing private or public property, including but not limited to University-
controlled property.

11. Participating in hazing. "Hazing" is defined as any intentional or reckless act, on or off
University-controlled property, by one (1) student, acting alone or with others, which is
directed against any other student, which endangers the mental or physical health or safety
of that student, or which induces or coerces a student to endanger his or her mental or
physical health or safety. "Hazing" does not include customary athletic events or similar
contests or competitions and is limited to those actions taken and situations created in
connection with initiation into or affiliation with any organization.

12. Engaging in disorderly, lewd, indecent, or obscene conduct. “Disorderly” conduct means
fighting or other physically violent or threatening conduct; creating a hazardous or
physically offensive condition by any act that serves no legitimate purpose; making noise
that could unreasonably disturb others who are carrying on lawful activities; or conduct
that breaches the peace. “Lewd, indecent, or obscene” conduct includes, but is not limited
to, public exposure of one’s sexual organs, public urinating, and public sexual acts.

13. Engaging in speech, either orally or in writing, which is directed to inciting or producing
imminent lawless action and is likely to incite or produce such action.

14. Any act of arson; falsely reporting a fire, the presence of an explosive or incendiary device,
or other emergency; setting off a false fire alarm; or tampering with, removing, or damaging
fire alarms, fire extinguishers or any other safety or emergency equipment from its proper
location except when removed in a situation in which there is a reasonable belief of the
need for such equipment.

15. Possessing, using, or duplicating University keys, access cards, or identification cards
without authorization; possessing, using, or entering University-controlled property
without authorization.
16. Theft, misuse, or unauthorized use of information technology facilities, resources, or access
codes, including, but not limited to: unauthorized entry into or transfer of a file; using
another person’s identification and/or password without that person’s consent; using
information technology facilities or resources to interfere with the work of another
student, faculty member, staff member, or other member of the University community;
using information technology facilities or resources to interfere with normal operation of a
University information technology system or network; circumventing University
information technology system or network security; using information technology facilities
or resources in violation of copyright laws; falsifying an e-mail header; and conduct that
violates the University’s policy on the Acceptable Use of Information Technology
Resources.
17. Possessing, using, storing, or manufacturing any weapon or any facsimile of a weapon on
University-controlled property or in connection with a University-affiliated activity, unless
authorized in writing by the Department of Public Safety.
18. Consuming, manufacturing, possessing, distributing, dispensing, selling, or being under
the influence of alcoholic beverages on University-controlled property or in connection
with a University-affiliated activity.
19. Consuming, manufacturing, possessing, distributing, dispensing, selling, or being under
the influence of alcoholic beverages, if prohibited by federal, state, or local law.
20. Providing an alcoholic beverage to a person younger than twenty-one (21) years of age,
unless permitted by law.
21. Using, manufacturing, possessing, distributing, selling, dispensing, or being under the
influence of drugs or drug paraphernalia, if prohibited by federal, state, or local law; using
or possessing a prescription drug if the prescription was not issued to the student; or
distributing or selling a prescription drug to a person to whom the prescription was not
originally issued.
22. Failing to pay a University bill, account, or other University financial obligation.
23. Failing to respond to a request to report to a University administrative office; failing to
comply with a lawful directive of a University employee or other public official acting
within the scope of his/her duties; or failing to identify oneself to a University employee or
other public official acting within the scope of his/her duties when requested to do so.
24. Failing to appear at a University hearing, including, but not limited to, a hearing of a
University judicial board, following a request to appear either as a party or as a witness.
25. Violating the terms of an interim suspension, a no-contact directive, or a disciplinary
penalty imposed by the University.
26. Obstructing or disrupting teaching, learning, studying, research, public service,
administration, disciplinary proceedings, emergency services, or any other University-
affiliated activity, or the free flow of pedestrian or vehicular traffic on University-controlled
property. In no event shall this rule be construed to discipline a student for speech
protected by the First Amendment to the United States Constitution.
27. Violating a University policy or rule, including but not limited to University policies or
rules relating to facilities use, smoking, the acceptable use of information technology
resources, research or service misconduct, finder’s fees relating to clinical investigations
28. Committing an act that is prohibited by local, state, or federal law.
29. Attempting to commit a violation of a Standard of Conduct or being an accessory to the commission of an act or attempted act in violation of a Standard of Conduct.

Academic Dishonesty

The University of Tennessee at Martin has chosen as its primary objective quality undergraduate education. Commitment to this objective must include an obligation by all members of the University community to promote and protect the highest standards of integrity in study, research, instruction and evaluation. Dishonesty or unethical behavior does not belong at an institution dedicated to the promotion of knowledge and learning. Integrity of the academic process requires fair and impartial evaluation by faculty and honest academic conduct by students. A student may be found to have violated this obligation if he/she:

1. Refers during an academic evaluation to materials, sources, or devices not authorized by the instructor;
2. Provides assistance during an academic evaluation or assignment to another person in a manner not authorized by the instructor;
3. Receives assistance during an academic evaluation or assignment from another person in a manner not authorized by the instructor;
4. Possesses, buys, sells, obtains, or uses a copy of any materials intended to be used as an instrument of academic evaluation in advance of its administration;
5. Acts as a substitute for another person in any academic evaluation or assignment;
6. Utilizes another person as a substitute for him/herself in any academic evaluation or assignment;
7. Practices any form of deceit in an academic evaluation or assignment;
8. Depends on the aid of others, in a manner expressly prohibited by the instructor, in the research, preparation, creation, writing, performing, or publication of work to be submitted for academic credit or evaluation;
9. Provides aid to another person, knowing such aid is expressly prohibited by the instructor, in the research, preparation, creation, writing, performing, or publication of work to be submitted for academic credit or evaluation;
10. Indulges in plagiarism by presenting as one's own, for academic evaluation or assignment, the ideas, representations, or works of another person or persons without customary and proper acknowledgment of sources;
11. Submits the work of another person in a manner that represents the work to be one's own;
12. Knowingly permits one's work to be submitted by another person without the instructor's authorization;
13. Attempts deceitfully to influence or change one's academic evaluation or record; or
14. Indulges in conduct that is so disruptive as to infringe upon the rights of an instructor or fellow students during a class or examination session.
PENALTIES

Disciplinary penalties are primarily intended to educate students and student organizations about appropriate behavior, encourage students and student organizations to take responsibility for misconduct, promote the personal and professional development of students, and discourage other students and student organizations from violating the Standards of Conduct, and protect members of the University community. The penalties imposed should be appropriate for the particular case based on the gravity of the offense (including without limitation how the violation affected or reasonably could have affected other members of the University community). Consideration may also be given to the student’s or student organization’s conduct record; the student’s or student organization’s responsiveness to the conduct process; whether the student acted in self-defense, and, if so, whether the amount of force used was reasonable under the circumstances; student academic classification; and other aggravating or mitigating factors.

The following penalties may be imposed on any student found to have violated the Standards of Conduct:

1. **Warning**
   A warning is a notice that the student is violating or has violated the Standards of Conduct. A disciplinary warning is used for minor infractions and consists of a restatement of the Standard(s) of Conduct violated with an official warning concerning future behavior.

2. **Loss of Privilege**
   A loss of privilege is intended to serve as a reminder of the Standards of Conduct and is for a specific period of time. Privileges that may be lost include, but are not limited to, scholarships, stipends, participation in extracurricular activities (e.g. intramurals), housing privileges, participation in social activities, and use of certain University-controlled property (e.g., information technology resources).

3. **Education**
   Students may be required to attend classes, at their own expense, dealing with issues such as the consequences of alcohol or drug use, civility, ethics, or other topics as deemed appropriate by the Vice Chancellor for Student Affairs or his/her designee.

4. **Restitution**
   Restitution may be required in situations that involve destruction, damage, or loss of property, or unreimbursed medical expenses resulting from physical injury. Restitution may take the form of a monetary payment or appropriate service to repair or otherwise compensate for the destruction, damage, or loss.
5. **Disciplinary Probation**

Disciplinary probation permits a student to remain at the University on probationary status but with the understanding that a future violation of the Standards of Conduct may result in suspension. Conditions of probation include loss of eligibility to join a student organization and to serve as an officer in a student organization. Other conditions are specific to the individual case and may include ineligibility to participate in certain student activities. Probation may be for a definite or indefinite period.

6. **Suspension for a Specific Period of Time**

Suspension for a specific period of time means that the student is withdrawn from the University and is not eligible to apply for readmission for a designated period of time. Usually, the designated period of time does not exceed one (1) calendar year. Persons suspended from the University may not return to the campus for the duration of their suspension, except to conduct official business with an administrative officer or faculty member. Upon return to the University following a suspension for a specific period of time, the student shall be placed on indefinite disciplinary probation.

7. **Indefinite Suspension**

Indefinite suspension is imposed in cases of serious or repeated misconduct or in cases in which the prognosis for rehabilitation is uncertain. Indefinite suspension means that the student is withdrawn from the University for an unspecified period of time but typically for a minimum of one (1) calendar year from the effective date of the indefinite suspension. A student who receives the penalty of indefinite suspension is not eligible to apply for readmission until the student successfully petitions the University Council to lift the suspension. Upon return to the University following an indefinite suspension, the student shall be placed on indefinite disciplinary probation.

8. **Permanent Dismissal**

Permanent dismissal means that a student is permanently barred from matriculating as a student on the Martin campus. This penalty is used when the violation of one (1) or more Standards of Conduct is deemed so serious as to warrant total and permanent disassociation from the University community without the possibility of re-enrollment; or when, by his/her repeated violation of the Standards of Conduct, a student exhibits blatant disregard for the health and safety of other members of the University community or the University's right to establish rules of conduct.

9. **Revocation of Degree**

Revocation of a degree means revoking a degree already awarded to a student by the University. Revocation of a degree shall be approved by the University of Tennessee Board of Trustees.
A disciplinary hold may be placed on a student’s account until the completion of the student disciplinary process and/or until the student satisfies the terms and conditions of any penalties imposed. A student who, at the time of commencement, is subject to a continuing disciplinary penalty or an unresolved disciplinary charge shall not be awarded a degree before the conclusion of all penalties and/or resolution of all disciplinary charges.

The following penalties may be imposed on a student organization found to have violated the Standards of Conduct:

1. Warning
   A warning is a notice that the student organization is violating or has violated the Standards of Conduct. A disciplinary warning is used for minor infractions and consists of a restatement of the Standard(s) of Conduct violated with an official warning concerning future behavior.

2. Loss of Privilege
   A loss of privilege is intended to serve as a reminder of the Standards of Conduct and is for a specific period of time. Examples of privileges that may be lost include participating in extracurricular activities (e.g., intramurals), housing privileges, participating in social activities, and using certain University-controlled property.

3. Education
   Student organizations and/or their representatives may be required to attend classes, at their own expense, dealing with issues such as the consequences of alcohol or drug use, civility, ethics, or other topics as deemed appropriate by the Vice Chancellor for Student Affairs or his/her designee.

4. Restitution
   Restitution may be required in situations that involve destruction, damage, or loss of property, or unreimbursed medical expenses resulting from physical injury. Restitution may take the form of a monetary payment or appropriate service to repair or otherwise compensate for the destruction, damage, or loss.

5. Social Probation
   This penalty prohibits a student organization from sponsoring or participating in specified social activities. While on social probation, a student organization may not host social events (e.g., mixers, date parties, formals, and band parties) or participate in University-affiliated activities (e.g., Homecoming). Any exceptions to social probation must be approved, in advance, by the Vice Chancellor for Student Affairs or his/her designee.

6. Disciplinary Probation
Disciplinary probation means that a student organization is permitted to retain University registration on a probationary status. Violation of the Standards of Conduct during the period of disciplinary probation may result in more serious penalties, including revocation of University registration.

7. Revocation of University Registration
   In cases of serious misconduct, a student organization’s University registration may be revoked.

More than one (1) of the penalties listed above may be imposed for any single violation of the Standards of Conduct. Penalties may be applied retroactively to the date of the offense.

Intoxication or impairment because of alcohol, drugs, chemicals, or other substances does not diminish or excuse a violation of the Standards of Conduct.

Except for an interim suspension, disciplinary penalties shall not become effective until after opportunities for appeal have been exhausted. Penalties may be applied retroactively to the date of the offense. Coursework performed while disciplinary charges are pending or disciplinary proceedings are underway shall be considered conditional. Coursework may be affected or disregarded based on a final finding of misconduct or the penalty imposed, which may result in loss of course credit, a loss of tuition and/or fees, a delay in the awarding of a degree, or revocation of a degree that was awarded prior to a final decision in the disciplinary proceeding.

Clarification of Disciplinary Regulations

In response to numerous inquiries and uncertainties by students regarding disciplinary penalties for unacceptable behavior, the following list contains examples for which suspension from the university is the expected penalty:

1. Possession of guns or knives on University Property.
2. Altercations in which guns, knives, bats, chains, etc. are used.
3. Fighting by individuals or groups.
4. Physical abuse of any person (i.e. rape, including acquaintance rape; boyfriend/ girlfriend disputes, etc.).
5. Theft or vandalism in the felony category.
6. Use and/or possession of drugs (intent to sell drugs).
7. Hazing by an individual or a group either on or off campus.
8. Plagiarism, cheating, and academic integrity issues.
9. Any authorized emergencies (i.e. refusal to comply with fire/ tornado/ natural disaster drills).
Alcohol Notification Policy

In conjunction with the state of Tennessee and the UTM Standards of Conduct the following policy refers to any student that is found guilty of violating all ordinances in regard to the consumption, presence, possession, and/or use of alcohol.

Revisions have been implemented effective June 19, 2008 in accordance with Tennessee Public Chapter no. 1189. This new revision now mandates that all institutions of higher education shall notify parents of students under the age of 21 in the event of such a violation. This policy applies to any notification received by the Office of Student Conduct whether on or off campus.

Our procedures for addressing students who violate this policy are:

1. **First Offense and/or Arrest**
   Parental and/or guardian notification will be issued in accordance to APA procedures, Disciplinary probation (TBA-may or may not include a loss of privileges and/or scholarships) and mandated completion of the Alcohol eCHUG program.

2. **Second Offense and/or Arrest**
   Parental and/or guardian notification; Continual Disciplinary probation (TBA-may or may not include a loss of privileges and/or scholarships), additional counseling sessions (TBA) and a $100.00 monetary fine, payable within 7-10 days of notification. In addition, a mandated Alcohol/Drug (A & D) Assessment examination under the supervision of the UT Martin Counseling Center. The Counseling Center is located in the Student Health and Counseling Building, (731) 881-7720.

3. **Third Offense and/or Arrest**
   Recommended Suspension from the University. Additional sanctions may be recommended at the discretion of the Office of Student Conduct.

It is our sincere hope that the procedures that we have in place coupled with the pursuit of the educational goals will assist all UTM students in gaining a clearer understanding of the law and the hazards associated with the illegal and/or overindulgence of the consumption of alcoholic beverages at such a vulnerable period in their lives, regardless of age.

Other violations listed in the Student Handbook may also result in suspension. Disciplinary action may be taken regardless of whether violations occur on or off campus.

**NO CONTACT DIRECTIVE**

In cases involving allegations of assault, injury, sexual abuse, harassment, or in cases where there is reason to believe continued contact between a student/student organization and specific persons, including complainants and witnesses, may interfere with those persons' security, safety or ability
to participate effectively in work or studies, the Vice Chancellor for Student Affairs, or his/her designee, may require that the student/student organization not have verbal, physical, or written contact with specific persons for a definite or indefinite period of time. The student/student organization will receive written or electronic notice of the no contact directive. Any student, faculty or staff member or other person with a reasonable justification may request that a no contact directive be issued to a student/student organization. In addition to an internal University no contact directive, complainants are advised that other similar options exist and can be obtained from law enforcement and civil and criminal courts.

**INTERIM SUSPENSION**

When the Vice Chancellor for Student Affairs or his/her designee has reasonable cause to believe that a student’s or student organization’s continued presence on University-controlled property or at University-affiliated activities poses a significant risk of substantial harm to the health or safety of others or to property or poses an ongoing threat to the disruption of, or interference with, the normal operations of the University, the Vice Chancellor for Student Affairs or his/her designee may impose an interim suspension prior to the conclusion of a full hearing on the alleged misconduct.

An interim suspension shall be confirmed by a written statement that explains the basis for the interim suspension and shall remain in effect until the conclusion of a full hearing in accordance with the rules of the University of Tennessee, which shall be held without undue delay. The statement shall be delivered to the student in person, to the address the University has on file for the student, or to the student’s University-provided e-mail account. The statement shall be delivered in person or via e-mail to the advisor to the student organization.

Within three (3) business days of the imposition of the suspension, the student or student organization shall be offered an opportunity to appear personally before the Vice Chancellor for Student Affairs or his/her designee in order to discuss the following issues only: (i) the reliability of the information concerning the student’s conduct; and (ii) whether the conduct and surrounding circumstances reasonably indicate that the student’s or student organization’s continued presence on University-controlled property or at University-affiliated activities poses a significant risk of substantial harm to the health or safety of others or to property or poses an imminent threat of disruption of or interference with the normal operations of the University.

During an interim suspension, the student or student organization shall be denied access to University-controlled property, including residence halls, and all other University-affiliated activities or privileges for which the student or student organization might otherwise be eligible, as the Vice Chancellor for Student Affairs or his/her designee determines in his/her sole discretion to be appropriate. A student or student organization who receives an interim suspension and
violates the terms of the interim suspension shall be subject to further disciplinary action and may be treated as a trespasser. Permission to be on University-controlled property or participate in University-affiliated activities may be granted by the Vice Chancellor for Student Affairs or his/her designee.

When a student is placed on interim suspension from the University, he/she may be assigned a grade of "W" or "I," whichever is deemed appropriate by the faculty member involved.

**HEARING PROCEDURES**

A student charged with violating the Standards of Conduct shall be provided written notice of:

1. The substance of the charge(s) against him/her;
2. The disciplinary action taken or proposed; and
3. His/her rights to a hearing should he/she wish to contest the charge(s) and information concerning the process for requesting a hearing, including the requirement that a request for a hearing before the Disciplinary Hearing Board must be made within five (5) days of the student's receipt of the notice of the charges against him/her.

A student charged with violating the Standards of Conduct shall have the following options for a hearing:

1. An administrative hearing before the Student Conduct Officer;
2. A hearing before the Disciplinary Hearing Board;
3. A hearing in accordance with the contested case provisions of the Tennessee Uniform Administrative Procedures Act ("TUAPA"). All disciplinary cases that may result in suspension or permanent dismissal of a student, the revocation of a degree, or the revocation of registration of a student organization are subject to the contested case provisions of the TUAPA. The University's procedures for conducting contested case hearings under the TUAPA are contained in Chapter 1720-01-05, and the University's rules concerning waivers of contested case hearings are contained in Chapter 1720-01-3. Disciplinary hearings will be conducted in accordance with the University's procedures for conducting contested case hearings under the TUAPA unless the student waives those procedures in writing and elects to have his or her case disposed of in accordance with the University procedures established by these rules.
4. A hearing before the University Council.

**Administrative Hearing**

A student charged with violating the Standards of Conduct has a right to resolve a disciplinary case through an administrative hearing with the Student Conduct Officer by accepting responsibility for violating the Standards of Conduct. Following the student's written acceptance of responsibility and written waiver of the right to a hearing under the TUAPA, the Student Conduct Officer will assess a penalty that is appropriate under the section Penalties. Following the
assessment of the penalty, the student may acknowledge the acceptance of the penalty in writing or appeal the penalty to the Vice Chancellor for Student Affairs in accordance with the section on Appeals. A student who resolves a disciplinary case through an administrative hearing with the Student Conduct Officer may only appeal the penalty to the Vice Chancellor for Student Affairs.

**Disciplinary Hearing Board**

The Disciplinary Hearing Board is an ad hoc board composed of five (5) members of the University Council, in addition to the Vice Chancellor for Student Affairs, who shall serve as the non-voting chairperson of the Disciplinary Hearing Board. The Disciplinary Hearing Board hears cases of alleged violations of the Standards of Conduct and other cases deemed appropriate by the Vice Chancellor for Student Affairs. The Vice Chancellor for Student Affairs shall select the members of the Disciplinary Hearing Board from the membership of the University Council. A majority vote of the members present is required for all decisions of the board.

A request for a hearing before the Disciplinary Hearing Board shall be made within five (5) days of the student’s receipt of the notice of the charges against him/her. A hearing shall be scheduled promptly after receipt of the request for a hearing. A student shall be notified of the date, place, and time for the hearing at least seventy-two (72) hours in advance of the hearing. A student has no right to have a hearing before the Disciplinary Hearing Board unless the student waives the provisions of the TUAPA in writing.

Members of the Disciplinary Hearing Board shall be impartial and anyone lacking such impartiality shall recuse himself/herself. The accused student has the right to challenge any member of the Disciplinary Hearing Board for good cause and request that he/she be dismissed and replaced. The chairperson of the Board determines whether to dismiss and replace a member of the Disciplinary Hearing Board.

The chairperson of the Disciplinary Hearing Board will conduct the hearing, without regard to technical rules of procedures in such a manner as will best serve the cause of justice within the following general guidelines:

1. An accused student has a right to a hearing closed to the public. In cases involving more than one (1) student, the chairperson may permit the hearings concerning each student to be conducted separately.
2. The chairperson shall rule on all motions, objections, and other procedural issues. The chairperson shall ascertain that the accused student has been advised of the charges against him/her and shall then read a statement describing the charges. A student who fails to appear before the Disciplinary Hearing Board following proper notice shall be deemed to have waived his/her rights to be present during the hearing, to know the evidence against him/her, to present evidence in his/her own behalf, and to exercise reasonable cross-examination of witnesses appearing against him/her. This waiver shall become effective if
the student fails to appear at the designated time and place of the hearing unless, at least twenty-four (24) hours prior to the hearing, the student communicates in writing to the Dean of Students good cause for granting a continuance of the hearing. However, no student may be found to have violated the Standards of Conduct solely because the student failed to appear before the Disciplinary Hearing Board. In all cases, the evidence in support of the charges shall be presented to and considered by the Disciplinary Hearing Board.

3. The accused shall enter a plea of guilty or not guilty. If a guilty plea is entered, he/she shall be advised of the maximum penalty, and the Board shall review the circumstances of the case and make appropriate decisions or recommendations regarding the penalty.

4. The accused student may be accompanied by no more than one (1) advisor during the hearing, including but not limited to a parent, spouse, friend, or attorney. The role of the advisor shall be limited to providing advice or support to the accused student. Even if accompanied by an advisor, the accused student is responsible for presenting his/her own case to the Disciplinary Hearing Board. An advisor is not permitted to: introduce evidence; raise objections; present arguments; directly address the members of the Disciplinary Hearing Board, the Student Conduct Officer, or any witnesses participating in the hearing; or otherwise participate in the hearing. In consideration of the limited role of the advisor, and of the compelling interest of the University to expeditiously conclude the matter, a hearing shall not be delayed due to the unavailability of an advisor. The accused student shall inform the Student Conduct Officer of the name of the student's advisor, if any, at least three (3) days before the hearing before the Disciplinary Hearing Board.

5. Each party to a hearing shall be given an opportunity to make opening and closing statements.

6. Each party to a hearing shall be afforded a full and fair opportunity to present all evidence, including witnesses, reasonably relating to the charge or action at issue. Each party will have the right to question opposing witnesses. Technical rules of evidence will not apply. Evidence which is irrelevant, immaterial, repetitious or voluminous may be limited or excluded. Hearsay evidence is admissible. If a not guilty plea has been entered, evidence in mitigation of the alleged offense shall be presented only after the Board has determined the issue of innocence or guilt.

7. The Student Conduct Officer shall present the case on behalf of the University. The University shall have the burden of proving, by a preponderance of the evidence, the truth of the charge(s) at issue. Where the charge(s) is found to be true, the accused student shall have the burden of proving that the disciplinary action taken or proposed is arbitrary, capricious, or unreasonable.

8. The Board will consider all evidence presented, giving due consideration to the credibility or weight of each item presented. During Board deliberations all persons except the Board members shall be excused from the hearing room. The decision shall be based solely upon the evidence presented. No mention will be made during the hearing on innocence or guilt of the student's previous disciplinary record, unless appropriate as rebuttal to character evidence introduced by the accused.

9. After a determination of guilt by the Board, the Student Conduct Officer, on behalf of the University, shall present the previous disciplinary record of the accused student if any, and
evidence of any other aggravating circumstances, to the Board together with the recommendation of the Student Conduct Officer as to an appropriate penalty.

10. After presentation of evidence by the Student Conduct Officer, the accused shall be allowed to present character evidence, evidence of mitigating circumstances, and an alternative penalty recommendation.

11. After the Board determines the penalty, the accused student shall be advised in writing of its decision within forty-eight (48) hours of the hearing.

12. A record will be made of the hearing procedures. However, defects in the record will not invalidate the proceedings. The results of the Board’s decision shall be kept on official University forms. If a verbatim record of the hearing is prepared, it shall be retained in the custody of the Office of Student Conduct and considered a confidential disciplinary record.

13. Appeals from decisions of the Disciplinary Hearing Board may be made to the Vice Chancellor for Student Affairs in accordance with the section under Appeals.

14. In cases involving an allegation of sexual assault or misconduct, the hearing procedures shall be modified to afford the alleged victim all of the rights described in the section Disciplinary Hearing Board (4). The Disciplinary Hearing Board may consider evidence introduced by the alleged victim as part of the University’s proof.

   a. In cases involving a complaint of sexual assault or misconduct, the alleged victim shall have the right to:
      b. Notice concerning the process by which the University will handle the complaint and an opportunity to ask questions about the process;
      c. A prompt, thorough, and impartial investigation of the complaint;
      d. The same opportunity as the accused student to present his/her explanation of the facts during the University’s investigation;
      e. Have the investigation of the complaint concluded within sixty (60) days of the University’s receipt of a complaint, unless circumstances make it impracticable for the University to complete its investigation within that timeframe;
      f. Notice of the outcome of the University’s investigation;
      g. Have a disciplinary hearing conducted by the Disciplinary Hearing Board within thirty (30) days of a University charge that the accused student committed sexual assault or misconduct, unless the accused student chooses an administrative hearing or the circumstances make it impracticable for the University to conduct a hearing within that timeframe;
      h. Notice of the date, time, and location of the hearing before the Disciplinary Hearing Board, the right to have the hearing closed to the public, and the right to request rescheduling of the hearing for good cause;
      i. The same access as the accused student to any information or documents that will be used by the Student Conduct Officer during the hearing before the Disciplinary Hearing Board, unless prohibited by law;
      j. Challenge the seating of any Disciplinary Hearing Board member for good cause, which will be determined at the discretion of the Vice Chancellor for Student Affairs;
k. Be accompanied by an advisor of his/her choosing during the University's investigation or a hearing before the Disciplinary Hearing Board, but the advisor shall not be permitted to speak for the victim during a hearing;

l. The same opportunity as the accused student to be present during a hearing before the Disciplinary Hearing Board, present witnesses and other evidence, challenge the admissibility of evidence, and cross-examine adverse witnesses during a hearing before the Disciplinary Hearing Board;

m. Testify or remain silent at his/her option; however, choosing to remain silent may result in the University dismissing the charges against the accused student or the Disciplinary Hearing Board finding that there is insufficient evidence to find the accused student guilty of the charges against him/her;

n. Not to be questioned directly by the accused student during the hearing before the Disciplinary Hearing Board;

o. Submit a written impact statement to the Disciplinary Hearing Board or Student Conduct Officer for consideration during the sanctioning phase of an administrative or disciplinary hearing, if the accused student is found guilty of the charges against him/her;

p. Notice of the decision of the Student Conduct Officer or Disciplinary Hearing Board within three (3) business days of an administrative or disciplinary hearing; and

q. Appeal the decision of the Student Conduct Officer, following an administrative hearing, or the Disciplinary Hearing Board to the Vice Chancellor for Student Development.

For purposes of this rule, the term “student” shall mean a student or a student organization.

APPEALS

Appeal

A decision of the Disciplinary Hearing Board, or a decision of the Student Conduct Officer concerning a penalty following an administrative hearing, may be appealed to the Vice Chancellor for Student Affairs.

1. The request for appeal shall be submitted in writing to the Vice Chancellor for Student Affairs within seven (7) calendar days of written notice of the decision of the Disciplinary Hearing Board or Student Conduct Officer. If the seventh day falls on a weekend or holiday, the time is extended to the next regular workday.

2. The request for appeal shall contain:
   a. A statement that the student or student organization appeals the decision of the Disciplinary Hearing Board or Student Conduct Officer; and
   b. A brief statement of the grounds for the appeal.

3. All appeals to the Vice Chancellor for Student Affairs are written and heard based upon the record made before the Disciplinary Hearing Board.
4. Pending the outcome of an appeal, the penalty specified in the decision of the Disciplinary Hearing Board shall not be imposed.

The Vice Chancellor for Student Affairs may:

1. Affirm the decision of the Disciplinary Hearing Board or Student Conduct Officer;
2. Amend the decision of the Disciplinary Hearing Board or Student Conduct Officer;
3. Return the case to the Disciplinary Hearing Board or Student Conduct Officer with instructions for reconsideration of the case; or
4. Overturn the decision of the Disciplinary Hearing Board.

The decision of any board or administrative officer of the University of Tennessee at Martin is subject to review by the Chancellor.

**EMERGENCY POWERS**

When, in the judgment of the Chancellor of The University of Tennessee at Martin, conditions are such that an emergency exists which makes it impossible for the system of judicial boards to function, he/she may suspend these procedural regulations. If the procedures are suspended, he/she may substitute for them arrangements for handling disciplinary matters that will insure the orderly functioning of the University and at the same time safeguard the basic rights of the students and student organizations.

**IN VOLUNTARY MEDICAL WITHDRAWAL OR SUSPENSION**

When a student is unable to effectively pursue his/her academic work, or when his/her behavior is disruptive to the normal educational processes of the University, or constitutes a threat to members of the University community, due to, among other things, alcohol use, drug use, or a physical or mental incapacitating condition, he/she may be withdrawn or temporarily suspended from the University as hereinafter provided.

1. **Withdrawal**
   A student may be withdrawn from the University only after an evaluation of his/her mental and physical condition by a panel of at least three (3) persons appointed by the Vice Chancellor for Student Affairs. The student shall be notified of the reasons for the evaluation and given an opportunity to present evidence to the committee. The committee’s findings and recommendations shall be forwarded to the Vice Chancellor for Student Affairs, who will notify the student in writing of his/her decision.

2. **Temporary Suspension**
   Whenever a student, because of his/her mental or physical condition constitutes a danger to persons or property, or when his/her behavior is disruptive to the normal educational
processes of the University, he/she may be suspended from the University, for a reasonable period of time, by the Vice Chancellor for Student Affairs. If the University does not withdraw the student in accordance with procedures outlined above, he/she may return to the University at the end of the suspension period.

3. Grades
When a student is withdrawn or temporarily suspended from the University, he/she may be assigned a grade of “W” or “I,” whichever is deemed appropriate by the faculty member involved.

4. Readmission
   a. A student who is involuntarily withdrawn under this rule may not be readmitted to the University before the start of the next semester or without the approval of the Vice Chancellor for Student Affairs. The student shall also meet all of the admission requirements of the University and of the school or college in which he/she wishes to be readmitted.
   b. A student shall submit a written request for permission to reapply to the University with the Vice Chancellor for Student Affairs by October 1 for Spring enrollment, by February 1 for Summer enrollment, and by May 1 for Fall enrollment. The student’s written request shall include an explanation of why the Vice Chancellor for Student Affairs should allow the student to reapply and an explanation of the student’s plan to transition successfully back into the academic community.
   c. The Vice Chancellor for Student Affairs may require the student to provide the panel of individuals who recommended that the student be involuntarily withdrawn with proof that the condition that caused the withdrawal is no longer present or that the condition is under control through treatment such that the student does not present a direct threat to the health or safety of him/herself or others and will not disrupt the normal educational processes of the University. Proof may consist of a current medical or mental health evaluation, demonstration of ongoing medical or mental health treatment, and a plan for treatment upon readmission. The panel may request any other information or documentation that it deems necessary. In exceptional circumstances, the panel may request a second, independent opinion of a qualified medical or mental health professional paid for by the University. In cases where the Vice Chancellor for Student Affairs has imposed other conditions for readmission, it is the responsibility of the student to provide documentation of compliance with those conditions.
   d. The panel’s recommendation concerning reenrollment or readmission shall be provided to the Vice Chancellor for Student Affairs, who will notify the student in writing of his/her decision. The decision of the Vice Chancellor for Student Affairs is final and may not be appealed.

**INSPECTION AND SEARCH POLICY**

Entry by University authorities into occupied rooms in residence halls will be divided into three
(3) categories; inspection, search, and emergency. Inspection is defined as the entry into an occupied room by University authorities in order to ascertain the health and safety conditions in the room, to check the physical condition of the room, to make repairs on facilities, or to perform cleaning and janitorial operations. Search is defined as the entry into an occupied room by on-campus authorities for the purpose of investigating suspected violations of campus regulations. An emergency situation exists when the delay necessary to obtain a search authorization constitutes an apparent danger to person, property, or the building itself.

1. Inspection
   Scheduled inspections by on-campus authorities with the exception of daily janitorial operations shall be preceded, if possible, by twenty-four (24) hours' notice to the residents. During the inspection there will be no search of drawers, closets, or personal belongings. This policy is applicable for residence halls and fraternity houses.

2. Search
   On-campus authorities will not enter a room for purposes of search without the permission of the resident unless they have a campus authorization to search, authorized by the Vice Chancellor for Student Affairs or his/her designee, which specifies the reasons for the search and the objects or information sought, or unless they enter in compliance with federal or state law. If possible, the student should be present during the search. Normally these searches will not be made unless the Vice Chancellor for Student Affairs or his/her designee is present.

3. If the search reveals objects the possession of which violates a law or a University rule, the University may take appropriate disciplinary action even though the objects were not listed on the search authorization.