

# STUDENT LIFE

## Student Activities and Organizations

There are many avenues of involvement in which students can participate at USC Salkehatchie. All full-time students are eligible to run for Student Government, which is the group that not only represents student interests on campus but also plans social activities and events for the campus. From costume parties to foosball tournaments to dances to cookouts, there is an activity for everyone!

In addition, there are six intercollegiate athletic teams on campus: men's baseball, women's softball, men's and women's soccer, men's basketball, and women's volleyball. With their varying seasons throughout the school year, there is always an athletic event to attend.

### Student Government Association

Students are encouraged to become involved in the Student Government Association. There are two houses of Student Government: an Allendale house and a Waltherboro house. A president is elected each spring for the following year to preside over both houses jointly. Each spring, each house elects a vice president, secretary, treasurer, and parliamentarian to serve for the following year. At the beginning of each fall, senators are elected for that year for both houses. Students are encouraged to run for one of the offices or senate seats.

The Student Government Association represents the interests of the students to the administration of the University. In addition, they serve as student ambassadors for the USC Salkehatchie campus at local and statewide events. Another responsibility is the planning and execution of student activities for both Allendale and Waltherboro. Student government decides the type of student activities and schedules and conducts them. As another responsibility, the Student Government Association participates in community service activities in the Salkehatchie area such as the March of Dimes, Relay for Life, and other community events.

### Education Majors Club

The Education Majors Club was founded in fall 2003, and membership is open to any student seeking a degree in education. The purpose of the club is to provide education majors with opportunities for growth and enhancement in the field of education and community service as well as to keep members informed of changes that may occur in program requirements and testing deadlines. The advisor is Buddy Phillips.

### Nursing Club

A nursing club was organized in the 2008 academic year, and membership is open to any student seeking a degree in nursing. The purpose of the club will be to provide nursing majors with information and community service in the field of nursing as well as to keep members informed of changes that may occur in program requirements and deadlines. The advisor is Cindy McClure.

### History Club

The History Club is a student run organization. Activities have included discussion, presentations, movies, and trivia as determined and planned by the students. History Club meets about once a month. The advisor is Dr. Sarah Miller.

### Student Centers

The student centers provide recreational services as well as lounge and study areas where students may eat lunch, study or chat. The West

Campus student center is in the Student Center building on Highway 301. The East Campus student center is in the Student Center building adjacent to the Waltherboro Main Building.

### Fitness Centers

Both the West and East Campuses have fitness centers open to faculty, staff and students. The West Campus fitness center is located in the Fitness center building between the baseball and softball fields. The East Campus fitness center is located in the Student Center Building adjacent to the Waltherboro Main Building.

### International Student Organization

An international student organization was founded to provide support and social activities for international students on the USC Salkehatchie Campus. Besides international students, anyone with an international background or who is interested in international culture is welcome to join. The advisor is Dr. Wei-Kai Lai.

### Fellowship of Christian Athletes

Fellowship of Christian Athletes has been challenging coaches and athletes on college campuses to use the powerful medium of athletics to impact the world for Jesus Christ. FCA focuses on serving local communities by equipping, empowering and encouraging people to make a difference for Christ. The Campus Ministry is a certified ministry that is comprised by student-athletes, sponsored by coaches, supported by staff, established on our college campuses and meets on a regular basis. The advisor is Jake Williams.

### Intercollegiate Athletics

The USC Salkehatchie campus is a member of the National Junior College Athletic Association and competes in Region X, which includes the states of North Carolina, Virginia, South Carolina, and West Virginia. The Indians field teams in men's baseball, women's softball, men's and women's soccer, men's basketball, and women's volleyball.

Coaches:

- Coach Bubba Dorman: Men's Baseball
- Coach Kenneth Bellamy: Women's Softball
- Coach Bill Glass: Men's and Women's Soccer
- Coach Jake Williams: Men's Basketball
- Coach Savannah Connor: Women's Volleyball

Athletic facilities include baseball, soccer, and softball fields and two tournament-quality tennis courts on the West Campus and the gymnasium on the East Campus.

### Student Housing

USC Salkehatchie does not own any student housing. However, The Reserve at Salkehatchie is a privately owned student housing complex located adjacent to the West Campus in Allendale. Living at The Reserve provides a great opportunity to strengthen your bonds with the Salkehatchie community. It's also incredibly convenient for accessing campus resources and events.

For more information about The Reserve visit their website at [reserveatSalk.com](http://reserveatSalk.com) (<http://reserveatSalk.com>).

## Student Academic Responsibility

Infractions of academic discipline in the undergraduate schools and colleges will be dealt with in accordance with this code of student academic responsibility.

Definitions-Infractions of academic discipline include, but are not limited to:

1. Cheating-This refers to conduct during quizzes and examinations which shall include utilizing written information not specifically permitted by the instructor. It shall also include receiving written or oral information from any person other than the instructor. It shall further include stealing, buying, selling, or using any copy of an examination before it has been administered.
2. Plagiarism-This refers to submitting, as a student's own work, material obtained from another source without indicating the source from which it was obtained. It further includes letting another person compose or rewrite a student's written assignment.
3. Illegal Use of Old Laboratory Reports-This comprises the copying of an old report belonging to another person and submitting the work as one's own.

A student who assists in a form of dishonesty mentioned above shall be considered equally as guilty as the student who accepted such assistance.

A student who possesses evidence that one of the offenses listed above has been committed and who does not report the offense to the appropriate authority shall be considered guilty of an infraction of academic discipline.

Enforcement of Student Academic Responsibility-Students who have committed infractions of the student academic responsibility principle will be heard before the Academic Affairs Committee.

Reporting Procedures-Infractions of academic discipline may be reported in writing to the chair or any member of the committee by the student committing the infraction, any student observing the infraction, or the faculty member observing the infraction.

It shall be the duty of any member to whom report of an infraction has been made to submit the same in writing to the chair of the committee as soon as possible.

Hearing Procedures:

1. Committee-
  - a. The Academic Affairs Committee shall conduct hearings when circumstances warrant such action and determine appropriate penalties.
  - b. The chair shall be responsible for conducting the hearing, insuring that proper records are kept, informing the accused of the decision, and reporting the decision to the dean and to the associate dean whose responsibility it shall be to insure that proper record notations are made.
  - c. The student charged with infractions will be sent written notice, by the chair, of the charges against at least seven days before the time scheduled for the hearing. This notice will include the specific charges; the time and place of the hearing; notice of rights to bring witnesses, question witnesses, and have representation, if desired; notice of the right to appeal to the dean,

the president of the University and then the Board of Trustees in that order.

2. Hearing-
  - a. The accused will be present for all testimony, be permitted to bring witnesses, to question the witnesses against, and to make any statement desired bearing on the matter being discussed.
  - b. The decision as to guilt (unless admitted) and the penalty will be made in closed session and then the accused will be informed by the committee in open session of its decision.
  - c. All hearing proceedings will be kept confidential.
3. Post-Hearing-
  - a. The chair will inform the dean and the associate dean of the penalty imposed whenever a student has been found guilty.
  - b. The associate dean will be responsible for notifying the student in writing of the decision of the committee, informing the appropriate administrative officials, and for making the proper record entries and taking the appropriate action on the penalty.

Penalties-The following action may be taken against a student who is found guilty of an infraction of academic discipline for the first time:

1. Warning-not entered on permanent academic record
2. Probation-entered on permanent academic record
3. Recommendation to professor that F be awarded in course.

In serious cases even a first offender may be suspended. A student guilty of an infraction of academic responsibility for a second time, shall, except in extraordinary cases, be suspended from the University.

**Note:** A student who has violated or who has been charged with the violation of any regulation of the University may not be permitted to withdraw from the University without the permission of the chair of the committee. A notation of the circumstances under which the accused student was permitted to withdraw shall be entered in the minutes of the committee. The withdrawal of a student with or without such approval shall not deprive the committee of the power to hear charges, and in the event the student be found guilty, the committee may restrict readmission on such terms or under such circumstances as it may prescribe.

Student Responsibility-

1. Each student is responsible for abiding by the Code of Student Academic Responsibility at all times. In the classroom, it applies in all academic activities, whether a faculty member is involved or not.
2. Any student who observes or learns of another student's violation of the Code of Student Academic Responsibility may request the student to report to the instructor of the course, and if this is not done, shall report the matter to the instructor of the course or the chair of the Academic Affairs Committee.

Faculty Responsibility-Each faculty member also has responsibilities with respect to this code. These responsibilities include, but are not limited to:

1. The promotion of conduct conducive to the effective functioning of the code. Primarily, the faculty member should conduct classes and examinations in such manner as to minimize opportunities and temptations for cheating.
2. A clear exposition to students of the values as well as the obligation of the code.
3. A demonstration of interest in the proper functioning of the code.

4. The use of uniform procedures in handling violations of the code, including the submission of all violations to the Committee on Student Responsibility.

Additional Rules-The committee shall make such additional rules as are necessary, so long as they do not contravene any of the provisions of this code, to carry out its function, with the approval of the University-wide committee.

## Student Rights and Freedoms

The statement of student rights and responsibilities has been approved by the Board of Trustees of the University.

### General Understanding

1. The statement in no way intends to abrogate the legal powers invested in the Board of Trustees under American corporate law and the laws of the State of South Carolina.
2. The statement is recognized as a statement of principles only and that the interpretation of these statements, principles, and procedures is a continuing joint process.
3. The statement is clearly understood as not giving complete autonomy to any sector of the academic community but promotes a community approach to those problems which are of proper concern to the University as a whole.

### Preamble

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Institutional procedures for achieving these purposes may vary from campus to campus, but the minimal standards of academic freedom of students outlined below are essential to any community of scholars.

Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus and in the larger community. Students should exercise their freedom with responsibility.

The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the academic community. The University has a duty to develop policies and procedures which provide and safeguard this freedom. Such policies and procedures should be developed within the framework of general standards with the broadest possible participation of the members of the academic community. The purpose of this statement is to enumerate the essential provisions for student freedom to learn.

### Section I: Freedom of Access to Higher Education

The admission policies of the University are a matter of institutional choice provided that the University makes clear the characteristics and expectations of the students which it considers relevant to success in the institutional program. Under no circumstances should a student be barred from admission on the basis of race, creed, or national origin. Thus, within the limits of its facilities, the University should be open to all students who are qualified according to its admission standards.

### Section II: In the Classroom

The professor in the classroom and in conference should encourage free discussion, inquiry, and expression. Student performances should be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards.

1. Protection of freedom of expression-Students should be free to take reasoned exceptions to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.
2. Protection against improper disclosure-Information about student views, beliefs, and political associations which professors acquire in the course of their work as instructors, advisors, and counselors should be considered confidential. Protection against improper disclosure is a serious professional obligation. Judgments of ability and character may be provided under appropriate circumstances, normally with the knowledge and consent of the student.

### Section III: Student Records

The University should have a carefully considered policy as to the information which should be part of a student's permanent record and as to the conditions of its disclosure. To minimize the risk of improper disclosure, academic and disciplinary records should be separate, and the conditions of access to each should be set forth in an explicit policy statement. Final transcripts or academic records should contain only information about academic status. Information from disciplinary files should not be available to unauthorized persons on campus, or to any person off campus without the express consent of the student involved except under legal compulsion or for security clearance. No permanent records should be kept which reflect the political activities or beliefs of students. Administrative staff and faculty members should respect as confidential such information which they acquire in the course of their work. Counseling files should not be available to any person without the consent of the student except under legal compulsion. Authorized counselors should not, without the consent of the student, disclose any information obtained while counseling any student unless failure to disclose the information may result in physical or emotional harm to the student or others.

### Section IV: Student Affairs

In student affairs certain standards must be maintained if the academic freedom of students is to be preserved.

1. Student organizations-Students bring to the campus a variety of interests previously acquired and develop many new interests as members of the academic community. They should be free to organize and join associations to promote their common interests.
  - a. Affiliation with an extramural organization should not of itself disqualify recognition of a student organization.
  - b. Each organization should be free to choose its own campus advisor. Members of the faculty serve the college community when they accept the responsibility to advise and consult with student organizations; they should not have the authority to control the policy of such organizations.
  - c. Student organizations may be required to submit a statement of purpose, criteria for membership, rules of procedures, and a current list of officers. They should not be required to submit a membership list as a condition of institutional recognition other than an initial list of members on formation of an organization.

- d. Campus organizations, including those affiliated with an extramural organization, should be open to all students without respect to race, creed, or national origin.
  - e. The membership, policies and actions of a student organization usually will be determined by vote of only those persons who hold bonafide status in the University community.
2. Freedom of inquiry and expression
    - a. Students and student organizations should be free to examine and to discuss all questions of interest to them and to express opinions publicly and privately. They should be free to support causes by lawful and orderly means which do not disrupt the regular and essential operation of the institution and which do not interfere with the rights of others. At the same time, it should be made clear to the academic and larger community that in their public expressions or demonstrations, students or organizations speak only for themselves.
    - b. Students should be allowed to invite and to hear any person of their own choosing subject to those routine procedures provided for off-campus speakers. These procedures should be designed only to insure that there is orderly scheduling of facilities and adequate preparation for the event, that the occasion is conducted in a manner appropriate to an academic community, and that the safety of individuals, the University, and the community are not endangered. While the University is properly concerned with the prevention of unlawful conduct, the institutional control of campus facilities should not be used as a device of censorship of ideas. It should be made clear to the academic and large community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed, either by the sponsoring group or the institution.
  3. Student participation in institutional government-As constituents of the academic community, students should be free, individually and collectively, to express their views on issues of general interest to the student body. The student body should have clearly defined means to participate in the formulation and application of institutional policy affecting academic and student affairs. The role of the student government and both its general and specific responsibilities should be made explicit, and the student government within the areas of its jurisdiction should be reviewed only through orderly and prescribed procedures. The University should provide sufficient governing freedom and sufficient financial autonomy for the student government to maintain its integrity of purpose as elected representatives of the student body.
  4. Student publications-Student publications and the student press are a valuable aid in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. They are means of bringing student concerns to the attention of the faculty and the institutional authorities and of formulating student opinions on various issues on the campus and in the world at large.

In the delegation of editorial responsibility to students the University must provide sufficient editorial freedom and sufficient financial autonomy for the student publications to maintain their integrity of purpose as vehicles for free inquiry and free expression in an academic community.

Institutional authorities, in consultation with students and faculty, have a responsibility to provide written clarification of the role of the student publications, the standards to be used in their evaluation, and

the limitations on external control of their operation. At the same time, the editorial freedom of student editors and managers entails corollary responsibilities to be governed by the canons of responsible journalism, such as the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo. As safeguards for the editorial freedom of student publications, the following provisions are necessary:

1. The student press should be free of censorship and advance approval of copy, and its editors and managers should be free to develop their own editorial policies and news coverage.
2. Editors and managers of student publications should be protected from arbitrary suspension and removal because of student, faculty, administrative, or public disapproval of editorial policy or content. Only for proper and stated causes should editors and managers be subject to removal and then by orderly and prescribed procedures. The agency responsible for appointment of editors and managers should be the agency responsible for their removal.
3. All University published and financed student publications should explicitly state on the editorial page that the opinions there expressed are not necessarily those of the University or the student body.

## Section V: Off-Campus Freedom of Students

1. University students are both citizens and members of the academic community. As citizens, students should enjoy the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy, and, as members of the academic community, they are subject to the obligations which accrue to them by virtue of this membership. Faculty members and administrative officials should insure that institutional powers are not employed to inhibit such intellectual and personal development of students as is often promoted by their exercise of the rights of citizenship both on and off campus.
2. Activities of students may upon occasion result in violation of law. Students who violate the law may incur penalties prescribed by civil authorities, but institutional authority should never be used merely to duplicate the function of general laws. Only when the institution's interests as an academic community are distinct and clearly involved should the special authority of the institution be asserted. The student who incidentally violates institutional regulations in the course of off-campus activity, such as those relating to class attendance, should be subject to no great penalty than would normally be imposed. Institutional action should be independent of community pressure.

## Section VI: Procedural Standards in Disciplinary Proceedings

Educational institutions have a duty and the corollary disciplinary powers to protect their educational purpose through the setting of standards of scholarship and conduct for the students who attend them and through the regulation of the use of institutional facilities. In developing responsible student conduct, disciplinary proceedings play a role substantially secondary to counseling, guidance and admonition. In the exceptional circumstances when these preferred means fail to resolve problems of student conduct, proper procedural safeguards should be observed to protect the student from unfair imposition of serious penalties. The following are set forth as proper safeguards in such proceedings:

1. Standards of conduct expected of students-The institution has an obligation to clarify those standards of behavior which it considers essential to its educational mission and its community life. These

general behavioral expectations and the resultant specific regulations should represent a reasonable regulation of student conduct, but the student should be as free as possible from imposed limitations that have no direct relevance to their education. Offenses should be as clearly defined as possible and interpreted in a manner consistent with the aforementioned principles of relevancy and reasonableness. Disciplinary proceedings should be instituted only for violations of standards of conduct formulated with significant student participation and published in advance through such means as a student handbook or a generally available body of institutional regulations.

- a. Except under circumstances where delay may create a risk of harm to property or students, premises occupied by students and the personal possessions of students should not be searched unless appropriate authorization has been obtained. For premises such as residence halls controlled by the institution, an appropriate and responsible official should be designated to whom application should be made before a search other than a routine inspection is to be conducted. During routine inspections only items in plain sight can be seized and used as evidence. Any application to search should specify the reasons for the search and the object or information sought. The official should keep an accurate record including the time, date and reason for the search. The student should be present, if possible, during the search. For premises not controlled by the institution, the ordinary requirements for lawful search should be followed.
  - b. Students detected or arrested for allegedly committing serious violations of institutional regulations, or infractions of ordinary law, should be informed of their rights. While interrogation may be conducted, no form of harassment should be used by institutional representatives to coerce admission of guilt or information about conduct of other suspected persons.
  - c. Pending action on the charges, the status of a student should not be altered, or the right to be present on the campus and to attend classes suspended except where the administration determines such action is necessary for the student's physical or emotional safety and well-being, or for the safety of students, faculty, or University property.
2. The formality of the procedure to which a student is entitled in disciplinary cases should be proportionate to the gravity of the offense and the sanctions which may be imposed. Matters involving minor infractions of the University regulations where suspension is not contemplated may be handled by the administration in an informal manner. Where misconduct may result in suspension, the student should have the right to a hearing before the Student Discipline Committee.
  3. The Student Discipline Committee-
    - a. The committee should include faculty members and student members. No member of the committee who is otherwise interested in the case should sit in judgment during the proceedings.
    - b. The student should be informed, in writing, of the reasons for the proposed disciplinary action with sufficient particularity and in sufficient time, to ensure opportunity to prepare for the hearing.
    - c. The student appearing before the committee should have the right to be assisted in defense by an advisor of choice.
    - d. The burden of proof should rest upon the officials bringing the charge.
    - e. The student should be given the opportunity to testify and to present evidence and witnesses. The student should have an

opportunity to hear and question adverse witnesses. In no case should the committee consider statements against the student unless the student has been advised of their content and of the names of those who made them, and unless the student has been given an opportunity to refute unfavorable inferences which might otherwise be drawn.

- f. All matters upon which the decision may be based must be introduced into evidence at the proceeding before the committee. The decision should be based solely upon such matters. Improperly acquired evidence should not be admitted.
- g. There should be, where possible, a verbatim record, such as a tape recording, of the hearing.
- h. In the event that the student is disciplined other than by the regularly constituted Student Discipline Committee, the student shall have the right to a complete hearing before the committee. The decision of the committee shall be final, subject to the student's right of appeal to the president of the University and to the Board of Trustees of the University.

## Code of Student Conduct

### Introduction

This chapter extends and applies the general principles of the Statement of Student Rights and Freedoms to specific actions and responsibilities of students at the University of South Carolina Salkehatchie. It accepts the proposition that "academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society," and that "free inquiry and free expression are indispensable to the attainment of these goals." This chapter establishes rules, regulations, policies and disciplinary guidelines under the duty and corollary powers inherent in educational institutions to protect their educational purposes through the setting of standards of student conduct and scholarship and through the regulation of the use of University facilities.

Students have a right to expect enforcement of these rules and regulations. The University also has a right to expect students to abide by them as befits the responsibilities lodged in students as members of the University community. Knowledge of these rules and regulations can prove most beneficial to students in utilizing and protecting their guarded rights. It is important to add, however, that unfamiliarity with institutional regulations or rules is no grounds for excusing infractions.

### Application of Laws

1. Students should be aware that educational institutions are not sanctuaries from the reach of the civil and criminal laws of the communities and states wherein such institutions exist. While the rules and regulations of the University of South Carolina Salkehatchie are not meant to duplicate general laws, there are some respects in which the lawful interests of the institution as an academic community coincide with the broader public interests treated in general laws. Students who commit offenses against the laws of municipalities, states, or the United States, are subject to prosecution by those authorities as well as liable for disciplinary action under University rules when their conduct violates institutional standards.
2. Students, no less than other citizens, are entitled to be secure in their persons, lodging, papers and effects against unreasonable searches and seizures. This does not prohibit normal inspections of University housing or other facilities for maintenance, health, or safety purposes. Nor does it preclude searches and seizures properly authorized by administrators in emergency situations where the welfare and safety of persons or property is involved. Approval

for such procedures will be granted in strict accord with required legal standards. Searches and seizures by outside law enforcement personnel incident to investigations or arrests are conducted only under proper warrant and are not the responsibility of the University.

3. Students enjoy the same freedoms of speech and peaceable assembly that accrue to other citizens, but students are under certain legal obligations in the exercise of these freedoms by virtue of their membership in the University community. Expression may be subjected to reasonable regulations of time, place, number of persons, and form under established regulations. Expression in the form of action which materially interferes with the normal activities of the rights of free speech and assembly and will invoke appropriate legal and disciplinary sanctions when necessary in pursuit of this goal.
4. Students who are apprehended and charged by law enforcement agencies with criminal conduct on or off campus may not continue as students without approval by the Academic Affairs Committee or in certain cases, approval by the dean. Students under such charges are required to keep the University informed of their trial status.

## General Conduct Regulations

### 1. Introduction

Responsibility for good conduct rests with students as individuals. All members of the academic community are expected to use reasonable judgment in their daily campus life and to show due concern for the welfare and rights of others. When breaches of good conduct occur, they are considered jointly by students, faculty, and administrators on the Student Discipline Committee. Responsibility for maintaining discipline is vested in the dean; under him, administration of the system for handling misconduct is the duty of the associate dean for student services.

### 2. Conduct Rules

The following statements constitute the official record of all general conduct rules and regulations at the University of South Carolina Salkehatchie. Students are expected to abide by these rules and administrators are required to enforce them. (**Note:** Additional rules and regulations may be promulgated during the year; when this happens, announcements will be made upon adoption of the changes or additions.)

- a. **Damage to Property**  
Acts of vandalism such as damage to or destruction of property owned or controlled by the University or its members is prohibited.
- b. **Firearms and Other Deadly Weapons**  
The unauthorized possession or use, in any way, of firearms or weapons of any kind, such as dirks, slingshots, metal knuckles, razors, or any other deadly weapons, is prohibited.
- c. **Flammable Materials and Fireworks**  
The possession, ignition or detonation of any object or article which could cause damage by fire or other means to person or property, or possession of any substance which could be considered fireworks, is prohibited on any property owned or operated by the University.
- d. **Arson**  
No person shall start a fire or be in any way responsible for starting a fire on University property without authorization.
- e. **False Fire Alarms and Misuse of Fire Equipment**  
No person shall make, or cause to be made, a false fire alarm. No person shall tamper with fire safety equipment.
- f. **Theft or Misappropriation**

Theft of any kind, including seizing, receiving or concealing property with knowledge that it has been stolen, is forbidden. Sale or possession of any property, including USC Salkehatchie property, without owner's permission is also prohibited.

### g. Disorderly Conduct

Individual or group behavior which unnecessarily disturbs individuals or groups is prohibited. Such conduct includes (but is not necessarily limited to) physical assault or threat of assault, hazing, and boisterous conduct which is unreasonable for the area in which it occurs.

### h. Sale of Textbooks

The sale by any student of a textbook that does not belong to them is prohibited unless they have prior written authorization from the owner of the book. (Books which are found should be turned in to the Lost and Found department in the Dean's Office.)

### i. Forgery

Forgery and the alteration or misuse of University documents or records are forbidden.

### j. Keys

No one may use or have in their possession any University key without proper authorization. No student is allowed under any conditions to have a University key duplicated.

### k. Misuse of Telephone

No student shall abuse telephone privileges.

### l. Disruption of Normal Activity

No one may interfere with or disrupt the normal activity and operations of students, faculty, administrations or staff of this institution or its buildings or facilities. Any form of expression which materially interferes with such activities and operations or invades the rights of persons may be proscribed or prohibited.

**Note:** To remain in the vicinity of activity which threatens to disrupt or is disrupting normal University functions may have serious legal and disciplinary implications. Bystanders as well as more active participants may be charged with jointly engaging in an enterprise which is prohibited by law. Students should accordingly avoid the scene of any disruption or potential disruption. In any case, failure to leave when asked to disperse by University or law enforcement officials will result in disciplinary and/or legal action.

**Note:** In any case where students or employees of the University of South Carolina Salkehatchie are involved in action which is disruptive of the normal activities of the institution or its personnel, or which exceeds the bounds of normal internal discipline in its impact, the Board of Trustees may exercise its right to name a special hearing board, committee, or officer to investigate the questioned action and to initiate appropriate disciplinary or other measures.

### m. Drugs

Possession, except on a physician's or dentist's prescription, of stimulant, depressant, narcotic, or hallucinogenic drugs and other agents having potential for abuse violates University rules and is prohibited. The selling, bartering, exchanging, and giving away of such drugs to any person not intended to possess them is also prohibited.

**Note:** The University always stands ready to do everything within its power to help any students who want help in breaking an involvement with drugs. See also the University policy below.

- n. Alcohol Policy
- i. It is the policy of this campus of the University of South Carolina that alcohol (beer, wine, distilled spirits) will not be included in any student activity, i.e., club events, student government activities, or athletics and field events, whether on or off the immediate campus.
  - ii. Beer or wine or distilled spirits may not be carried in a state vehicle.
  - iii. Special events that relate to the greater community such as luncheons, support gatherings, theater events, shall be exempt from the above listed policies upon the approval of the dean of the campus. However, monitoring of those attending who drink must be assured to make sure all South Carolina state laws are followed. No one under the age of 21 shall be served alcohol at any event.
  - iv. For special events, those beverages included may not be sold; however, a "contribution" may be taken at the point of delivery.

## Carolinian Creed

The community of scholars at the University of South Carolina is dedicated to personal and academic excellence.

Choosing to join the community obligates each member to a code of civilized behavior.

As a Carolinian...

I will practice personal and academic integrity;  
 I will respect the dignity of all persons;  
 I will respect the rights and property of others;  
 I will discourage bigotry, while striving to learn from differences in people, ideas and opinions;  
 I will demonstrate concern for others, their feelings, and their need for conditions which support their work and development.

Allegiance to these ideals requires each Carolinian to refrain from and discourage behaviors which threaten the freedom and respect every individual deserves.

## University Smoking Policy

The University of South Carolina is deeply committed to the well-being of our students, faculty, staff and visitors. To provide a safe, healthy environment in which our community can flourish, and in accordance with the university's commitment to public health and sustainability, the University of South Carolina Salkehatchie will be a completely tobacco-free campus. This policy expands the tobacco-free policy to cover all university property. The intent of this policy is to create an environment that is conducive to quitting tobacco, promoting the prevention of tobacco use and preventing the risks associated with exposure to secondhand smoke. This will be a cultural change within the university campus and will be supported by ongoing communications and cessation programs for those who desire to quit or abstain from tobacco. Enforcement for the policy is the responsibility of each member of the Salkehatchie community. Faculty, staff and students are expected to enforce the policy for their facilities and/or sponsored activities.

### 1. Covered Individuals

The provisions of this policy apply 24 hours a day, seven days a week to all students, faculty, staff, visitors, volunteers, contractors and vendors.

### 2. Definitions

- a. "Tobacco and smoking products" include all tobacco-derived or containing products, including but not limited to cigarettes (i.e. clove, bidis, kreteks), electronic cigarettes, cigars and cigarillos, pipes, water pipes, smokeless tobacco products or substitutions (spit and spit less, chew, pouches, snuff) or any other device intended to simulate smoked tobacco. This does not apply to nicotine replacement therapy, which is designed to assist tobacco users to quit tobacco.
- b. "University property" includes all buildings, facilities, grounds and spaces leased, owned or controlled by the University of South Carolina Salkehatchie Campus, whether or not signs are posted. This includes, but is not limited to, buildings on university-owned land, offices, classrooms, laboratories, elevators, stairwells, walkways, decks, restrooms, sidewalks, parking areas/lots, meeting rooms, hallways, outdoor passageways and entrances, lobbies, common areas and athletic venues.

### 3. Use of Tobacco Products

- a. The use of tobacco products is prohibited on university property. No ashtrays, receptacles or smoking shelters will be permitted.
- b. The use of tobacco products is prohibited in university-owned, operated or leased vehicles.
- c. The university discourages the use of tobacco products by all covered individuals on properties adjacent to the campus.

### 4. Support of Tobacco Products

- a. All Tobacco industry promotions and marketing activities are prohibited on university property.
- b. The sale of tobacco products and tobacco-related merchandise (including logo items) is prohibited on all university property and at university-sponsored events, regardless of the operating vendor.
- c. The distribution or sampling of tobacco and associated products is prohibited on all university property and at university-sponsored events, regardless of the venue.
- d. Tobacco industry and related company sponsorship of athletic events is prohibited.

### 5. Communication of Policy

This policy will be communicated to the campus community as follows:

- a. News and information will be posted on the Tobacco-Free USC website (<http://uscsalkehatchie.sc.edu/>).
- b. References to this policy will be added to student handbooks, orientation communications and other publications as appropriate.
- c. Communication tips for community members to use in helping to enforce the policy will be available at the Tobacco-Free USC website (<http://uscsalkehatchie.sc.edu/>).
- d. "Tobacco-Free" signs will be posted throughout the university. Each building will display a "Tobacco-Free" decal and additional signs as appropriate.

### 6. Tobacco Cessation Resources

The university will offer resources and support to assist those tobacco users who desire to quit or abstain from using tobacco. Tobacco cessation resources and programs will be promoted or offered for university students, faculty and staff. Many of these

programs are offered at little or no cost. Referrals may be made to the Quit4Life program through the state health plan at 1-866-QUIT.4.LIFE (866-784-8454) and Deer Oaks Employee Assistance Program at 1-866-327-2400 for faculty/staff. Students may be directed to the state quit line - 1-800-QUIT-NOW (784-8669). Additional resources are outlined on the Tobacco-Free USC website (<http://uscsalkehatchie.sc.edu/>).

#### 7. Enforcement and Compliance

- a. The university will provide Tobacco-Free Campus Policy information cards to facilitate education about and enforcement of the policy.
- b. Enforcement for the policy is the responsibility of each member of the Salkehatchie community. Faculty, staff, students and volunteers are expected to enforce the policy for their facilities and/or sponsored activities. Each individual should in a consistent and civil way bring any infractions of this policy to the attention of the person or persons observed violating the policy. Faculty, staff and students are also expected to assume leadership roles by adhering to the policy provisions and by reminding others who aren't in compliance of the policy provisions.
- c. In the event a community member does not respond to a reminder, USC faculty, staff, students and volunteers will assist in the enforcement of this policy by reporting repeated violations to the appropriate body, as described in the provisions below.
  - i. Students - Complaints regarding students will be directed to and handled by the Dean of Students.
  - ii. Faculty - Complaints regarding faculty will be directed to the appropriate department head.
  - iii. Staff - Complaints regarding staff will be directed to and handled by the immediate supervisor in accordance with Human Resources practices HR 1.39
  - iv. Volunteers, Visitors and Affiliates - Complaints about volunteers and visitors may be addressed by any university official. Repeated violations may be handled by Campus Security. Complaints about affiliates will be directed to and addressed by their sponsoring departments in accordance with appropriate policies and practices.
  - v. Contractors and Vendors - Complaints regarding contractors and vendors will be addressed by Campus Security. Failure by contractors/vendors or their employees to comply with the provisions of this policy could result in the termination of the contract.

## University Drug Policy

The relationship of a university to its students is one which has as one of its basic purposes the creation of an environment conducive to the pursuit and dissemination of knowledge. A portion of this relationship involves the interaction between the student's personal welfare and academic achievement. Since there are numerous means by which the use and abuse of drugs may adversely affect this relationship, it is incumbent upon the University to issue to all members of its community a clear statement of its policy concerning drugs.

The University's primary obligation in dealing with the drug problem is to educate the academic community. A full and comprehensive educational program should be offered including formal and informal courses, lectures and discussions which cover drugs and drug problems. It is considered most important that students also receive up-to-date and accurate information about drug laws and medical findings. The

University should also conduct research and offer its expertise as a public service in drug matters.

Another responsibility is to promote an atmosphere where students who have a problem with drug abuse can feel free to seek help. Students must feel that they can obtain help without fear of legal reprisal and in order to accomplish this, the University will consider situations where a student initiates the contact as completely confidential. In accordance with state law, students may now receive counseling and advice, legally sanctioned as confidential, from the Counseling Office.

The University must maintain its primary function as a center of learning. At the same time, it must be clear that local, state, and federal laws apply equally on campus as well as off campus.

## Grievance Policy

### Preface

The University of South Carolina is committed to a policy of treating all members of the University community fairly in regard to their personal and professional concerns. In order to ensure that students know what to do when they need to resolve a problem, this procedure is provided.

### Purpose

The primary objective of the student grievance procedure is to ensure that concerns are promptly dealt with and resolutions reached in a fair and just manner. It is essential that each student be given an adequate opportunity to bring complaints and problems to the attention of the University administration with the assurance that each will be given fair treatment.

### Definition

A grievance is defined as dissatisfaction occurring when a student thinks that any condition affecting him or her is unjust, inequitable, or creates unnecessary hardship. Such grievances include, but are not limited to the following: mistreatment by any University employee; wrongful assessment of processing of fees, records, and registration errors; racial discrimination in student employment.

### Procedure

Initiating a Grievance-

1. The initial phase of the student grievance generally requires an oral discussion between the student and the person(s) alleged to have caused the grievance.
2. If the student considers the response to that discussion to be unsatisfactory and feels the grievance still exists, written notification of the grievance shall be delivered to the chair of the Academic Affairs Committee. The Academic Affairs Committee facilitates better student-faculty communications on the Salkehatchie campus by listening to student and faculty grievances. Hearing may be requested by students and faculty. A written report is submitted to the dean recommending what action, if any, should be taken.