

7.4 Campus Safety and Security Policies

7.4.1 Department of Campus Safety

The Department of Campus Safety is the University unit responsible for ensuring a safe and secure environment at Huston-Tillotson University. The Department of Campus Safety employs Campus Security Officers who are commissioned security enforcement officers, authorized to enforce all campus rules, regulations and policies as well as local, state and federal laws. It is the duty of Campus Security Officers to protect all University personnel and property. Campus Security Officers may be reached at 512.505.3010 or 512.505.3013.

Campus Security Officers are here for the safety of all and the maintenance of law and order. All students shall exhibit the respect given an officer of the law. The Department of Campus Safety personnel is empowered by the Texas Higher Education Code to enforce rules and laws on the campus and protect all property belonging to or used by the University, and has additional powers to execute warrants, to stop, request identification, and question individuals on the University campus and controlled properties.

7.4.1.1 Safety Tips

All students should note that Huston-Tillotson University is located in a large urban environment. As such, students and University personnel are not immune from potential dangers: theft, threat of bodily harm, and other acts of violence that exist in an urban environment. Please be advised that you should be constantly aware of your surroundings. If you leave the campus by walking, do so with someone else and pay attention to strangers and report any suspicious activity to a campus police officer/security officer or other University officials.

Campus safety is the responsibility of every member of the University family. These are ways you can help make the University a safe and enjoyable place to live, work and learn:

1. Keep all doors and windows locked in your absence. Always carry your room key and lock your room upon leaving, even if you will be gone for only a short time;
2. Do not allow non-residents to enter behind you into the residence halls, even if you know them;
3. Do not prop open doors;
4. Purchase insurance for your personal property;
5. Record personal property make, model and serial numbers. (Request engraving service from Campus Safety);
6. Secure your valuables;
7. Never leave your purse or wallet unattended, even for a short time;
8. Be cautious of strangers asking for change or directions;
9. Report suspicious activity to Campus Safety Officers immediately. Be prepared to provide a brief description of the individual's activity and direction of travel when last observed; and
10. At night, travel with a friend. Always tell someone where you are going and when you can be expected to return.

The University provides reasonable security to protect students and student property. However, you need to be aware that theft, loss, or vandalism of personal property is a possibility in a setting where there are large numbers of people. The University cannot and does not accept responsibility for lost, damaged, or stolen property.

Steps you can take to reduce the risk of theft or loss are:

1. Keep your vehicle locked. Do not keep expensive, attractive equipment stored in plain view in your car;
2. Keep your room locked when you are not in, even for such a short period of time as taking a shower;
3. Do NOT give anyone your room key;
4. Lock your bike with a sturdy chain and lock;
5. Keep a written record of the model and serial numbers of valuables. Photographs are also often helpful;
6. Do not carry or keep large amounts of cash around campus or in your room;
7. Purchase property insurance for items such as stereos, computers, media players, etc.;
8. A report of loss or damage should be made to the Department of Campus Safety;
9. Identify your property, especially electronics, with your name and a state issued driver's license number or a personal identification number;
10. Building entrance doors, stairwell doors and other secured doors must not be propped open;
11. Doors to student rooms should be locked at all times;
12. Non-residents of a hall should not be allowed access to the hall unless they are the guests of a resident of that hall;
13. All guests must be properly registered and should never be left unattended;
14. Suspicious persons found in or around the building should be reported to Campus Safety at x3010;
15. Do not tamper with security cameras and monitors;
16. Stay alert at all times and tuned in to the surroundings (wearing headphones while walking or jogging can reduce the level of alertness);
17. Plan routes in advance, and vary those routes, whenever possible;
18. Get to know the neighborhoods where you live and work: find out what stores and restaurants are open late and where police and fire stations are located;
19. When walking or jogging, use busy streets and avoid shortcuts through deserted parks, vacant lots and unlit passages;
20. At night, walk or jog only on streets with plenty of light and traffic, and avoid walking alone, if possible;
21. Walk on the part of the sidewalk close to the street and away from shrubbery, trees or doorways (on less busy streets at night, it is sometimes safer to walk in the street rather than on the sidewalk);
22. Stand tall and walk confidently;
23. Trust your instincts: get help right away if the situation or place is uncomfortable;
24. Do not carry large sums of cash or display cash in public;
25. If possible, carry only identification, phone numbers and the credit cards you need. Keep a list at home of credit cards and other important material you would need to replace in case of loss;
26. Separate house keys from car keys (women should keep their keys in places other than their purses);
27. Keep names and phone numbers of relatives or friends handy in the event of an accident or emergency; and
28. Keys and key cards should never be loaned to another person.

7.4.2 Missing Students Who Reside in On-Campus Housing

1. If a member of the University community has reason to believe that a student is missing, he or she should immediately notify Campus Safety and Dean of Student Affairs. They will generate a missing person report and initiate an investigation.
2. After investigating the missing person report and if Campus Safety and the Dean of Student Affairs determine that the student is missing and has been missing for more than 24 hours The University will notify the student's missing person emergency contact. If the missing student is under the age of 18 and is not an emancipated individual, the University will notify the student's parent or legal guardian immediately after Campus Safety and the Dean of Student Affairs has determined that the student has been missing for more than 24 hours. Campus Safety will notify the appropriate local law enforcement agency(s) within 24 hours of the determination that the student is missing.
3. In addition to registering an emergency contact, students have the option to identify confidentially an individual to be contacted by the University in the event the student is determined to be missing for more than 24 hours. If you wish to identify a confidential contact, you can do so with the Dean of Student Affairs
4. A student's missing person contact information will be registered confidentially and will be accessible only by authorized campus officials and law enforcement in the case of a missing person investigation. A student may be considered to be a "missing person" if the person's absence is contrary to his/her usual pattern of behavior and/or unusual circumstances may have caused the absence.

7.4.3 Preventing Textbook Theft

It is unfortunate but theft can occur. One of the major expenses of attending a university is the cost of textbooks. The average student spends \$300-\$400 per semester on textbooks. And because textbooks may be re-sold for cash, they make attractive targets for thieves.

7.4.3.1 Remember...

- Textbooks often are left unattended in public areas;
- Textbooks can be easily resold;
- Textbooks are increasing in value; and
- Often, owners cannot be identified.

Throughout the year, HT Campus Safety receives complaints of book theft, especially at the beginning and end of the semester and around the holidays.

Campus Safety offers you several tips that will reduce your chances of being a victim of book theft.

7.4.3.2 Textbook Theft Prevention Tips

- Never leave your possessions unattended in public places. Remember, the majority of thefts on campus are thefts of opportunity. Most items are stolen because they are left unattended.
- The only way to stop a person from selling a book back or accuse a person of stealing someone's book is to see if the book has a designated mark.
- Marking your possession with an identifying number is an effective method of deterring theft.
- Thieves find it more difficult to dispose of stolen articles that can be traced through an owner making identification marks.
- Students should mark the textbook with an identifying number on a specific page of the textbook and keep a record of it. Mark the corresponding page with your own

initials. This way, if the book is stolen, both the police and the bookstores will have a better chance of tracing the book once it is sold back.

- If caught with a marked item, the thief can be convicted. The marked items can also be returned to the rightful owner.
- Make a list of your books and include the name of the book, type of book, the author, and any identifying marks to help HT Campus Safety in the recovery of the lost or stolen book(s).
- Report all textbook thefts immediately to Campus Safety and to the HT Bookstore. By doing so, you can enhance your chances of recovering your textbook.

7.4.3.3 Ways to Mark Your Textbooks

- Print your full name on the inside cover of each textbook.
- Print the current school year and semester under your name.
- Print an identifiable number that you can remember on a specific page with your own initials on the corresponding page.
- DO NOT USE YOUR SOCIAL SECURITY NUMBER, STUDENT ID NUMBER, OR BIRTH DATE TO MARK YOUR TEXTBOOKS!

Students are responsible for their personal property. The University does not assume liability for damage or loss of personal property but will assist the student in seeking to recover identifiable property, if properly identified. A report of loss or damage should be made to the Department of Campus Safety.

The University does not carry insurance of any kind on personal property of students. Students are encouraged to make individual arrangements for coverage of their personal property.

7.4.4 Identification Cards

Each Huston-Tillotson University student must have an identification (ID) card. An official Huston-Tillotson University Identification Card is issued to each student during registration. The card serves as identification for admission to athletic events, for book loans from both the Huston-Tillotson University Library and the University of Texas General Libraries, for campus sponsored events, and for campus security. All students are expected to carry a valid photo identification card issued by Huston-Tillotson University and to present it upon request. Students should guard this document well and refrain from allowing others to share in its use. Should an identification card be lost, a fee of fifty dollars (\$50.00) will be charged for its replacement. Identification Cards may be replaced at the Office of Campus Safety and Security on the 2nd Floor of the Conner-Washington Building with proof of payment from the Business Office. You should have your University identification card with you at all times. Identification cards are not transferable!

7.4.5 Motor Vehicle Operation and Parking Regulations

See the University Traffic Regulations and Parking Policy in Volume II, Campus Community Policies.

7.4.6 Reporting Crimes and Conduct Code Violations

If you witness or are the victim of a crime or a violation of the University's Code of Conduct and Community Standards, you are required to notify the Department of Campus Safety immediately!

7.4.6.1 Contact On-Duty Department of Campus Safety Personnel at 512.505.3010

The requirement to notify Department of Campus Safety regarding the occurrence of a crime or violation of the University Code of Conduct and Community Standards is in no way intended to infringe upon your right as a citizen to communicate directly with off-campus law enforcement officials. The intent is to assist you in expediting their arrival when needed and the orderly reporting of facts and circumstances surrounding the crime or Code of Conduct and Community Standards violation.

7.4.7 Security Investigations

The Department of Campus Safety investigates suspected or reported violations of the Code of Conduct and Community Standards. In the case of serious violations, the Department of Campus Safety is required by law to inform local law enforcement officials. Further, the Department of Campus Safety is required to share all pertinent facts regarding the individuals involved and circumstances surrounding such violations.

7.4.8 Visitor Policies

Visitors to campus are subject to the same rules as University personnel and students. All persons coming to the gate should be prepared to show proper identification. Visitors are required to register with the Campus Safety Officer at the Chicon Street Entrance Booth. Visitors may only enter the campus from the Chicon Street Entrance. The University campus and buildings are closed to all visitors and unauthorized persons after midnight unless otherwise authorized by appropriate University administrative staff officials.

1. During visitation hours, visitors are required to sign into the residence halls. There are no visitors outside of these times. Residence Life staff retain the right to limit visitation hours as necessary;
2. Visitors will be asked to present identification and to identify the resident who is to be their host. The resident will pick up his/her visitor at the front desk;
3. Visitors will be escorted at all times by their host. Visitors' identification cards will be held at the residence hall desk until the visitors depart the residence hall. The resident will escort the visitors back to the front desk; and
4. Vehicles of visitors to the campus are subject to search by Campus Safety Officers for weapons, alcohol, or illegal drugs since these items are prohibited on campus. Visitors are expected to adhere to all parking regulations and may be subject to towing. Cars may not be parked in front of the residence halls as this is a fire zone. No loud music from vehicles is allowed on-campus. Students are held accountable for the behavior of their guests.
5. Huston-Tillotson University values an atmosphere that fosters a healthy balance between workplace obligations and family matters. However, frequent recurring presence of visitors or family members during work hours is not permitted. Faculty, Staff and Students with dependent children are expected to make external arrangements for proper care of their children while at work.

The University does not permit continual presence of children who require direct supervision in the workplace in lieu of other childcare arrangements. Emergencies should be discussed with your supervisor and may be accommodated on an individual basis. This policy applies to all campus buildings, including the Residence Halls where children are not permitted.

This policy is not intended to prohibit family members, minors, and dependents from attending official University events.

7.5 Student Code of Conduct, Academic Code and Decorum Guide

7.5.1 Student Code of Conduct and Community Standards (Code)

7.5.1.1 Statement on Student Rights and Responsibilities

Every student who accepts admission to and enrolls in Huston-Tillotson University agrees to abide by the Statement on Student Rights and Responsibilities. Its purpose is to promote and maintain an educational environment conducive to respect, civility, free inquiry, and the general well-being of the University community.

Students at Huston-Tillotson University are provided a copy of the Student Code of Conduct and Community Standards (Code) annually in the form of a link and may be downloaded from the University website at: <http://my.htu.edu>. Hard copies are available upon request from the Office of the Dean of Students. Students are responsible for having read and abiding by the provisions of the Code of Student Conduct and Community Standards.

The Statement on Student Rights and Responsibilities is intended to delineate certain basic rights, responsibilities, and expectations of all Huston-Tillotson University students and student groups. The *HT Student Handbook*, including the Student Decorum Guide, and other policies prescribed by the University, also serve as a guide for the overall student experience at HT.

7.5.1.2 Student Rights

Students have the following rights:

1. To have access to faculty, academic technology, the University library, and other resources necessary for personal learning and development;
2. To have the opportunity to freely examine and exchange diverse ideas, perspectives, and points of view in a civil manner inside and outside the classroom and laboratory settings;
3. To have access to academic advising, with clear expectations for degree and graduation requirements;
4. To participate fully in the University community without discrimination, as defined by federal, state, and University regulations;
5. To expect disciplinary matters to be conducted through established University procedures; and
6. To have available a University grievance process regarding concerns and/or complaints. (see this Volume, Section 7.7)

7.5.1.3 Student Responsibilities

Students have the following responsibilities:

1. To uphold and maintain academic integrity and personal honesty;
2. To attend class, as prescribed by faculty through syllabi, complete all class assignments and attend all classes prepared;
3. To abide by the HT Code of Student Conduct and Community Standards as well as conduct standards set forth by HT-recognized professional societies, clubs and organizations, and scholastic and social fraternities and sororities; and
4. To abide by all University policies and procedures and local, state, and federal laws.

7.5.2 Overview of the Code

The Code of Student Conduct applies to behaviors that take place on the campus, at University-sponsored events and may also apply off-campus when the Dean of Students or designee

determines that the off-campus conduct affects a substantial University interest. A substantial University interest is defined to include:

- Any situation where it appears that the student's conduct may present a danger or threat to the health or safety of him/herself or others; and/or
- Any situation that significantly impinges upon the rights, property or achievements of self or others or significantly breaches the peace and/or causes social disorder; and/or
- Any situation that is detrimental to the educational mission and/or interests of the University.

The Code of Student Conduct may be applied to behavior conducted online, via email or other electronic medium. Students should also be aware that online postings such as blogs, web postings, chats and social networking sites are in the public sphere and are not private. These postings can subject a student to allegations of conduct violations if evidence of policy violations is posted online. HT does not regularly search for this information but may take action if and when such information is brought to the attention of University officials.

Note: Most online speech by students not involving HT networks or technology will be protected as free expression and not subject to this Code, with two notable exceptions:

- A true threat, defined as "a threat a reasonable person would interpret as a serious expression of intent to inflict bodily harm upon specific individuals"
- Speech posted online about the University/College or its community members that causes a significant on-campus disruption.

The Code of Student Conduct applies to guests of community members whose hosts may be held accountable for the misconduct of their guests. The Code may also be applied to resident non-students, campers and high school bridge/extension/partner/dual-credit and continuing education programs. Visitors to and guests of HT may seek resolution of violations of the Code of Student Conduct committed against them by members of the University community.

There is no time limit on reporting violations of the Code of Student Conduct; however, the longer someone waits to report an offense, the harder it becomes for University officials to obtain information and witness statements and to make determinations regarding alleged violations.

Though anonymous complaints are permitted, doing so may limit the University's ability to investigate and respond to a complaint. Those who are aware of misconduct are encouraged to report it as quickly as possible to the Office of the Dean of Student Affairs, Title IX Coordinator, and/or to Campus Safety.

A responding student facing an alleged violation of the Code of Student Conduct is not permitted to withdraw from HT until all allegations are resolved.

** HT retains conduct jurisdiction over students who choose to take a leave of absence, withdraw or have graduated for any misconduct that occurred prior to the leave, withdrawal or graduation. If sanctioned, a hold may be placed on the student's ability to re-enroll [and/or obtain official transcripts and/or graduate] and all sanctions must be satisfied prior to re-enrollment eligibility. In the event of serious misconduct committed while still enrolled but reported after the accused student has graduated, HT may invoke these procedures and should the former student be found responsible, HT may revoke that student's degree.

HT email is the University's primary means of communication with students. Students are responsible for all communication delivered to their University email address.

*** Many students are simply electing to withdraw once notified that they are facing an accusation. Withdrawal, like admission, should require an administrative action. A student can request a withdrawal for any number of reasons, which can then be administratively approved or denied. In this approach, a request would be denied until the conduct complaint is resolved if a complaint is pending at the time of the withdrawal request. A student may effectively withdraw him/herself by dropping out but must go through the process to change his/her status officially. This approach resolves the challenge of proceeding with the conduct process after a student withdraws because, technically, an institution cannot sanction a non-student (which is what a student is after he/she withdraws). Once the process is complete, if the student is sanctioned, the student must complete the sanctions before becoming eligible to re-enroll, unless sanction prohibits. A hold on withdrawal can be placed accordingly until then.*

The **Code of Conduct and Community Standards** (Code) at Huston-Tillotson University (HT) is based on promoting academic achievement and a tradition of excellence regarding student behavior and citizenship. To accomplish these objectives and responsibilities requires that the University be free from violence, threats, and intimidation; protective of free inquiry and dissent; respectful of the rights of others; open to change; supportive of lawful and democratic procedure; and dedicated to intellectual integrity and the civil approach to the resolution of problems.

The basic principles of this Code are:

- Respect for the person;
- Respect for property, and
- Respect for campus community standards.

The HT student conduct process is not intended to punish students; rather, it exists to protect the interests of the community and to challenge those whose behavior is not in accordance with HT policies. Sanctions are intended to challenge students' moral and ethical decision-making and to help them bring their behavior into accord with HT community expectations. When a student is unable to conform their behavior to community expectations, the student conduct process may determine that the student should no longer share in the privilege of participating in this community.

While intellectual growth and positive citizenship are promoted and encouraged, the University also strives to ensure that acceptable standards of behavior are communicated to, understood, and upheld by the students of Huston-Tillotson University.

7.5.2.1 Changes and Amendments to the Code

Provisions of this Code may be revised, supplemented, or amended at any time by action of the appropriate University authorities. Any registered student organization, the University Conduct Council, Title IX Coordinator, or the Dean of Student Affairs may propose changes in the Code of Conduct and Community Standards (Code). The Dean of Student Affairs may vary procedures with notice upon determining that changes to law or regulation require policy or procedural alterations not reflected in this Code. The Code may be reviewed annually with a comprehensive revision process being conducted every 3 years. Changes require the approval of the President, Provost and Vice President for Academic Affairs, Title IX Coordinator, and at least one representative from the Student Government Association. Students will be notified if the code is revised, supplemented, or amended at any time by action of the appropriate University authorities. Any question of interpretation of the Student *Code of Conduct* will be referred to the Dean of Student Affairs, whose interpretation is final.

7.5.2.2 Coverage

The Code is the University's policy and process regarding non-academic conduct matters of Huston-Tillotson University students. Each student may be subject to this Code whether misconduct occurs on University premises, at University sponsored activities, or at any location off-campus when such conduct is brought to the attention of the University including, but not limited to, sexual misconduct, hazing, stalking, and physical violence. Academic discipline of students is not covered by this Code but rather falls within the jurisdiction of the academic unit of the University. The Academic Code of Conduct can be found in the University Bulletin and this Student Handbook under a separate section.

7.5.2.3 Basic Expectations

The primary purpose for the imposition of non-academic discipline in the University setting is to protect and preserve the quality of the educational environment in the campus community. This purpose entails several basic expectations:

1. That the University community assumes high standards of courtesy, integrity, and responsibility by all its members;
2. That each student is responsible for his/her conduct and that continued enrollment is conditional upon compliance with the requirements of student conduct expressed or implied in this Code;
3. That matters of alleged misconduct that fall under this Code will be handled under the stated procedures set forth in this Code;
4. The University reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus community. The Dean of Student Affairs is charged with the welfare of all students. Accordingly, in emergency situations, the Dean of Student Affairs, in consultation with the Provost and Vice President for Academic Affairs and Chief of Staff, has full authority to deal with student conduct according to the exigencies of the emergency and for its duration. Such necessary and appropriate action includes, but is not limited to: immediate removal from campus housing due to possession and/or use of illegal substances, arson, theft, and violent crimes as noted in the Student Handbook; and
5. Violations of this Code may lead to discipline up to and including suspension or expulsion.

7.5.2.4 Authority

The Dean of Student Affairs is delegated responsibility pertaining to all student organizations, student government, as well as fraternities and sororities. The Dean of Student Affairs is charged with administering the overall judicial process. In addition, the Dean of Student Affairs has the responsibility and authority to discipline such organizations and, for various violations including hazing, may choose to handle such matters in a direct and expedient manner, including taking interim action, until the completion of the conduct process. The Dean of Student Affairs may also appoint a Conduct Officer and/or Conduct Hearing Officer for investigation and hearing of conduct complaints. Regulations developed by Residence Life, Campus Life, and the Student Government Association, as well as other student organizational bodies, are subject to review and approval by the Dean of Student Affairs.

7.5.2.5 Confidentiality

Students' conduct records are confidential and will not be released except in accordance with the Federal Education Rights and Privacy Act (FERPA) and any other applicable laws.

7.5.2.6 Violations of the Law and this Code

Students may be accountable to both civil authorities and to the University for acts that constitute violations of the law and this Code. Those accused of violations of this Code are subject to the University disciplinary proceedings outlined in this Code while criminal, civil, or other University proceedings regarding the same conduct are pending. Accused students may not challenge the University disciplinary proceedings outlined in this Code on the grounds that criminal charges, civil actions, or other University proceedings regarding this same incident are pending, may be initiated, have been terminated, dismissed, reduced, or not yet adjudicated. The University will refer matters to federal, state, and local authorities when appropriate.

7.5.2.7 Definitions

When used in this Code:

1. The term “complainant” can be used to refer to a person, group, an entity, or the University. When the complainant is a group, the University, or an entity, a single person may be appointed to that body to represent it;
2. The term “consent” means that it is informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person.

If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard, or being asleep or unconscious;

3. The term “sex-based harassment” includes sexual harassment and gender-based harassment.
4. The term “Gender-based harassment” means unwelcome conduct of a nonsexual nature based on a student’s actual or perceived sex, including conduct based on gender identity, gender expression, and nonconformity with gender stereotypes;
5. The term discrimination means any act or failure to act that is based upon an individual or group’s actual or perceived status (sex, gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, or sexual orientation, or other protected status) that is sufficiently severe that it limits or denies the ability to participate in or benefit from the University’s educational program or activities.
6. The term “days” means calendar days;
7. The term “distribution” means giving, selling, or exchanging;
8. The term “group” means a number of persons who are associated with each other who have not followed University requirements for recognition as an organization;
9. The term “hearing body” means any person(s) authorized by the Dean of Student Affairs to hold a disciplinary meeting or hearing, to determine whether a student has violated the Code, and to impose sanctions. This term also includes the University Conduct Council, University Appeal Board, and Conduct Officers;

10. The term “Conduct Officer” means any person(s) authorized by the Dean of Student Affairs to have preliminary meetings, conduct investigations, hold conduct hearings, and determine whether a student has violated the Code as well as recommend sanctions;
11. The term “organization” means a number of persons who have followed the University requirements for recognition. This term includes fraternities and sororities;
12. The terms “written notice,” “notify in writing,” or “transmit in writing” mean to mail (U.S. or campus) written notice to the student’s most recent address of record, to hand deliver written notice to the student in person, or to send notice via electronic mail;
13. The term “sexual contact” means vaginal intercourse, anal intercourse, fellatio, cunnilingus, touching of the genitals, breast, buttocks, or inner thighs, or the clothing covering such, or any other physical conduct or touching of a sexual nature;
14. The term “student” means any person pursuing studies at the University. At the discretion of the Provost and Vice President for Academic Affairs, the term may be extended to mean:
 - a. A person not currently enrolled who has enrolled in the fall, spring, or summer term preceding the alleged violation; or
 - b. A person who, while not currently enrolled, has been enrolled in Huston-Tillotson University and may reasonably seek enrollment at a future date; or
 - c. A person who has applied or been accepted for admission to Huston-Tillotson University and may reasonably be expected to enroll;
15. The terms “University” and “institution” mean Huston-Tillotson University;
16. The term “University premises” means buildings or grounds owned, leased, operated, controlled, affiliated with, or supervised by the University;
17. The term “University-sponsored activity” means any activity, on- or off-campus, that is initiated, aided, or supervised by the University;
18. The term “weapon” means any object or substance designed or intended to inflict a wound, cause injury or incapacitate, including, but not limited to, all firearms, pellet guns, BB guns, switchblade or gravity knives, clubs, blackjacks or brass knuckles, ice picks, or other substances designed to impair (i.e., Rohypnol, the date rape drug); and
19. References to the President of the University, Provost and Vice President for Academic Affairs, and Dean of Student Affairs include the designee of these individuals.

7.5.2.8 Prohibited Conduct

Each student may be subject to this Code whether misconduct occurs on University premises, at University sponsored activities, or at any location off-campus when such conduct is brought to the attention of the University such as sexual misconduct, hazing, stalking, and physical violence. It is neither possible nor necessary to specify every instance of misconduct that could result in disciplinary action against a student. The following list includes, but is not limited to, conduct which may subject a student to disciplinary action:

1. Attempting, assisting, or encouraging any conduct prohibited by this Code;
2. Causing physical harm to any person, or causing reasonable apprehension of harm;
3. Disorderly or indecent behavior, including destroying or damaging University property or the property of others;

4. Engaging in conduct directed at a specific person or persons that seriously alarms or intimidates such person or persons and that serves no legitimate purpose. Such conduct may include:
 - a. explicit or implicit threats, including gestures that place a person in reasonable fear of unwelcome physical contact, harm, or death;
 - b. stalking;
 - c. making remarks in a public place or on the internet and social networks to a specific person that are by common usage lewd, obscene, expose a person to public hatred, or that can reasonably be expected to have a tendency to cause acts of violence by the person to whom the remark is addressed;
 - d. repeated and/or severe aggressive behavior meant to intimidate or intentionally harm or control another person physically or emotionally (i.e., bullying and/or cyber bullying).
 - e. spreading malicious rumors in a systematic or public setting or on social networks regarding a specific person;
 - f. emails, phone calls, or other communication that are by common usage lewd, obscene, expose a person to public hatred, or that can reasonably be expected to have a tendency to cause acts of violence by the person to whom the remark is addressed;
5. Engaging in sexual conduct with another person without the consent of that person;
6. Violations of the University's Policy Statement on Discriminatory Harassment, which includes sexual violence;
7. Violation of local, state, federal or campus fire policies including, but not limited to:
 - a. Intentionally or recklessly causing a fire which damages HT or personal property or which causes injury.
 - a) Failure to evacuate a University controlled building during a fire alarm;
 - b) Improper use of University fire safety equipment;
 - b. Tampering with or improperly engaging a fire alarm or fire detection/control equipment while on University property. Such action may result in a local fine in addition to University sanctions; or
 - c. Initiating or causing any false report, warning, or threat of fire, explosion or other emergency;
8. Misrepresenting information or furnishing false information to the University or its representatives;
9. Forgery, alteration, misrepresentation, counterfeiting, or misuse of any University or other documents, instruments of identification, or access device;
10. Distribution, possession, and student use of alcoholic beverages is prohibited on campus, irrespective of age. Student possession or consumption of alcohol in the residence halls is also prohibited;
11. Providing alcoholic beverages to an individual less than 21 years of age or to one who is noticeably intoxicated;
12. Taking any action or creating any situation that endangers another's mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiating into or affiliation with any organization or group;
13. Appearing in a public place manifestly under the influence of alcohol or a controlled or other intoxicating substance, irrespective of age;