

MISSION AND GOALS

Mission Statement

Learning is preeminent at California State University, Fullerton. We aspire to combine the best qualities of teaching and research universities where actively engaged students, faculty and staff work in close collaboration to expand knowledge.

Our affordable undergraduate and graduate programs provide students the best of current practice, theory, and research and integrate professional studies with preparation in the arts and sciences. Through experiences in and out of the classroom, students develop the habit of intellectual inquiry, prepare for challenging professions, strengthen relationships to their communities and contribute productively to society.

We are a comprehensive, regional university with a global outlook, located in Orange County, a technologically rich and culturally vibrant area of metropolitan Los Angeles. Our expertise and diversity serve as a distinctive resource and catalyst for partnerships with public and private organizations. We strive to be a center of activity essential to the intellectual, cultural, and economic development of our region.

Goals

- ◆ To ensure the preeminence of learning.
- ◆ To provide high quality programs that meet the evolving needs of our students, community, and region.
- ◆ To enhance scholarly and creative activity.
- ◆ To make collaboration integral to our activities.
- ◆ To create an environment where all students have the opportunity to succeed.
- ◆ To increase external support for university programs and priorities.
- ◆ To expand connections and partnerships with our region.
- ◆ To strengthen institutional effectiveness, collegial governance and our sense of community.

PRESIDENT'S MESSAGE

Welcome to California State University, Fullerton. The university is here to prepare students to meet the challenges of their future chosen careers. Our undergraduate and postbaccalaureate programs are designed to help students reach their optimum personal and professional development. We are a caring campus that provides an environment whereby our students have opportunities for learning, growth, service to society and involvement in the university community. Through our programs, students will learn to be concerned with the pursuit of excellence and the importance of quality of life issues.

California State University, Fullerton has awarded more than 192,686 degrees as of August 2008, and we have played an integral role in the lives of students, alumni and the community at large. Our university provides the Orange County community, its surrounding regions, the state and the nation with trained professionals in business, computer science, engineering, health, science and teaching, the arts and other service sectors with growing numbers of well-educated personnel. By providing access to professional careers for the broadest cross-section of Americans, including women and members of minority and immigrant groups, our university represents a pathway into the American mainstream for individuals and families who otherwise would not have the opportunity to make this step, thus helping to ensure the stability of our free economy and our democratic government.

The university tradition extends from our quality academic offerings, our cultural diversity, and our extensive outreach programs to the personal, first-hand interaction with professors whose diversity and backgrounds provide unsurpassed enrichment for a total university education. We support and encourage risk-taking, striving for excellence and the full development of human potential. Our students can participate in or be spectators of intellectual, cultural and athletic programs and events. By the time students graduate, they will have received an excellent education. They will be prepared for continued personal and professional development throughout their lives; they will be ambassadors of goodwill for the university and our surrounding communities will benefit from their contributions to society.

California State University, Fullerton fosters a stimulating and challenging environment where learning is preeminent. The campus community is dedicated to the development of humane leaders prepared to meet the opportunities and challenges of a changing, diverse world. As you become familiar with and involved in the campus and its activities, you will discover exciting opportunities to grow and contribute. I invite you to participate fully.

Milton A. Gordon
President
California State University, Fullerton

VICE PRESIDENT'S MESSAGE

Greetings New and Returning Cal State Fullerton Students!

Congratulations on your decision to continue your education and on your decision to attend Cal State Fullerton! You have chosen to attend one of the finest universities in Southern California. I welcome you to the university. Cal State Fullerton offers an excellent education and a variety of opportunities for campus involvement. The division of Student Affairs is here to assist you in your pursuit of a degree.

I encourage you to take an active role in your education, in the classroom and in the community. There are numerous activities you can participate in including: campus governance through Associated Students, Inc., research projects with professors, on-campus activities through clubs and organizations which develop leadership, and through community service which develops good citizenship.

The Student Handbook provides you with the information you will need to help ensure your success as a student. This handbook is your guide to the university and student services. Use it to familiarize yourself with the campus services as well as the university policies and resources that are available to assist you throughout your educational career. University staff and faculty members are dedicated to making your university experience a success. I encourage you to take full advantage of the resources available to you and seek out the necessary assistance needed to be successful.

Please do not hesitate to contact my office or one of the many other Student Affairs services and programs. I wish you success in your educational endeavors.

Sincerely,

Robert L. Palmer

Vice President for Student Affairs

California State University, Fullerton

UNIVERSITY RESOURCES & STUDENT SERVICES

ACADEMIC ADVISEMENT CENTER – *Partnering For Success!*

(657) 278-3606, University Hall 123B

Monday & Tuesday, 8:00am - 7:00 pm; Wednesday & Thursday, 8:00 am - 5:00 pm; Friday 8:00 am - 12:00 pm

Academic advisement is available on a walk-in basis only. You MUST bring a current printed copy of your Titan Degree Audit (TDA) to receive advising.

The team of academic advisors assists all undergraduate scholars with:

- ◆ General Education advising and graduation requirements
- ◆ Finish in Four program information
- ◆ Interpreting the Titan Degree Audit (TDA) and graduation checks
- ◆ Exploring major and career interests
- ◆ Understanding options available to students on academic probation or disqualification
- ◆ Articulation agreements with community colleges for transfer credit

Please visit our website for more information and a complete list of all approved General Education courses www.fullerton.edu/aac.

ACADEMIC PROGRAMS

(657) 278-3602, McCarthy Hall 103

Cal State Fullerton offers a number of undergraduate and graduate degrees, 56 bachelor's degrees, 50 master's degrees, and an Ed.D.

To ensure timely progress in completing degree requirements, all students are strongly encouraged to see an academic adviser on a regular basis.

Additional academic requirements, regulations and procedures are outlined in the University Catalog and the Registration Guide. The Registration Guide is available in the Daily Titan during the first and last week of each semester. The catalog is available online at www.fullerton.edu/catalog or for purchase at the Titan Shops.

Other relevant websites and links include:

- ◆ A listing of undergraduate degrees, graduate degrees, credentials and minors: www.fullerton.edu/catalog/Academic_Programs/degree_listing/index.asp
- ◆ Course descriptions: www.fullerton.edu/catalog/Course_Search/index.asp
- ◆ The campus telephone directory: www.fullerton.edu/phonebook/index.asp
- ◆ Admission and enrollment data; average class size; degrees awarded student/faculty ratios: www.fullerton.edu/analyticalstudies
- ◆ Accreditation agencies and professional associations that review, approve, or license the institution and its academic programs: www.fullerton.edu/catalog/about_the_university/csuf.asp#2/

ADMISSIONS

(657) 278-2371, Langsdorf Hall First Floor

Transfer Students

If you have credits for college work completed before being admitted to Cal State Fullerton, you will usually receive an email requiring you to check your TITAN Degree

Audit Reports (TDA). This will come separate from your admission notice if all your preliminary official college transcripts have been received. If your admission letter indicates that you need to send your transcripts in order to receive a course evaluation, please forward these transcripts immediately. After all of your transcripts are received, you will receive an email to check your TDA. Questions about your evaluation can be directed to the evaluations unit. In most cases, the Academic Advisement Center can explain and interpret the evaluation for you. A maximum of 70 units from community colleges and 90 units from a combination of community colleges and 4-year colleges and universities can be applied toward your bachelor's degree at Cal State Fullerton.

Units and Hours

One semester unit of credit traditionally requires one hour of in-class time and two hours of out-of-class time per week. Laboratory and other activity type classes require two or three hours of class time per unit of credit. For example, a twelve unit class load normally requires an average time commitment of 36 hours per week (12 hours per week in class and 24 hours or more outside of class). A 15 unit load will require 45 hours per week. The point is that even a 12 unit load is the equivalent of a full time job devoted to your university studies. If you also work 20-40 hours per week at another job, you should realize that you may be working the equivalent of nearly two full-time jobs. A student who takes fifteen units per semester for 8 semesters could graduate in the traditional four years, if the student is pursuing a 120 unit bachelor of arts program. (The national average is now 5.5 years to receive a bachelor's degree). Some baccalaureate programs require more than 120 units (refer to the University Catalog). Athletes, international students, students on financial aid and other groups of students are required to be enrolled in 12 units or more to be considered "full-time". Check with an advisor if there is some minimum number of units for full-time status in your particular case.

Remedial/Lower Division/Upper Division

On this campus, courses numbered below 100 are remedial, developmental or pre-college in content. No credit is awarded toward a degree or a credential for these courses. Courses numbered in the 100 and 200 series are considered freshmen and sophomore level and are designated lower division. Upper division courses are at the junior and senior level and have 300 and 400 series numbers. Graduate courses have 500 numbers and may only be taken by undergraduate seniors with special permission. You may take any course for which you meet the prerequisites (see the University Catalog), but a student with frosh standing should only take upper division courses after consulting an advisor. All classes taken at a community college are, by definition, considered lower division.

Health Professions Advising

(657) 278-3980, University Hall 223

The Health Professions Office is an advisement office which oversees the Health Professions Committee and the Student Health Professions Association, and engages in various community outreach activities. All students who are contemplating a career in the health care delivery system are urged to register with the Health Professions Office. Students who are interested in and/or actively applying for admission to schools of dentistry, medicine, pharmacy, optometry, physical therapy, physician assistant and other health professions are encouraged to visit the office. Our program is well known for its success in assisting students from day one of their Cal State Fullerton education until they enter professional school. Cal State Fullerton is one of the very few universities that continues to provide the breadth and depth of assistance that we provide for pre-health professional students.

Preparing for and getting admitted to a health professional school or program requires the orchestrated efforts of knowledgeable and dedicated academic professionals who keep

abreast of the changes in the health care delivery system. Counselors provide specific information about the academic requirements of various professional schools and programs.

Students should be aware that most professional schools require standardized admissions tests, such as the MCAT (Medical College Admission Test), DAT (Dental Admission Test), or OAT (Optometry Admission Test), which are normally taken during the sixth semester. Therefore, it is important that the basic science prerequisites are satisfied in order that the student can perform well in these tests.

As students progress toward the application time for admission to a professional school or program, counseling appointments are arranged to:

- ◆ Provide information on professional school aptitude tests such as the MCAT, OAT, and DAT and on ways to prepare for these examinations.
- ◆ Assist the student in selecting appropriate professional schools and obtaining the required applications, as well as arranging a timetable to process the applications.
- ◆ Assist the student in preparing personal statements and securing the appropriate letters of recommendation.
- ◆ Assist the student to obtain clinical or research experiences.
- ◆ Schedule mock interviews.

Prelaw Advisement

You are urged to make an appointment with the university prelaw advisor during your first year (preferably first semester) of enrollment at Cal State Fullerton. Continued contact with our prelaw advisor should be a matter of periodic consultation as you advance through the various stages of your undergraduate career. Assistance in general curricular planning, selection of a major, LSAT preparation, law school applications, etc., is available from the university prelaw advisor. Furthermore, once you have selected a major, you may be directed to a departmental faculty member who is experienced in prelaw advising to assist you, among other matters, in curricular planning within your major. University-wide prelaw advisement is available from Professor H. P. Grody in University Hall 511. For office hours and appointments, phone the Department of Political Science at (657) 278-3521.

Electives

There are elective courses within the major and totally free electives. Within your major, you will often have a choice of courses from a broad list to meet certain major requirements. Your choices often require advisor approval. Depending on your major, the completion of all major requirements and all GE requirements may still leave you short of the 120 unit minimum to graduate. In this case, you can take elective courses, which can be additional courses related to your major or any other courses to fulfill personal or professional interests.

EWP (Examination in Writing Proficiency)

Your admission notice will also indicate your status regarding the EWP. The EWP is meant to determine your writing skills as you approach graduation. However, you should not wait until you are within a few units of graduation to take the EWP, because your graduation could be postponed if it is determined that your writing skills need substantial improvement. The EWP is one part of the two-part Upper Division Baccalaureate Writing Requirement. Consult the Registration Guide about test dates and this requirement.

MQE (Mathematics Qualifying Examination)

Before you can enroll in any of the calculus courses at Cal State Fullerton (Math 130, 135, 150A), you must pass the MQE in addition to either being exempt from or having

passed the ELM. There are no exemptions from the MQE. See the Registration Guide for details.

Other Qualifying or Placement Examinations

The Registration Guide also lists dates and procedures for examinations for other departments. The CSET and MSAT are examinations of concern to prospective teachers. The Credential Preparation Center (CP-740) should be contacted for information.

General Education

As explained earlier in this guide, your degree from Cal State Fullerton is made up of three parts: course and other requirements in your major, your general education requirements, and free electives. Because major requirements differ widely from department to department, you should consult your department advisor for this kind of information. GE requirements, however, are the same for all students (except for Engineering Majors) and this section will provide some important information useful for all students.

Sequence of GE versus Major Courses

GE requirements are not something to “get out of the way” in your first two years here or at a community college. For many majors it does make sense to concentrate on GE first and take only a few courses in the major in the first two years. GE provides breadth to your education and may result in you changing your major to a field different than your original intention. Doing most of your GE first is certainly good advice for low unit and undeclared majors. However, it is very bad advice if your major has many required courses which must be taken in a rigid sequence, e.g., majors in the Colleges of Business and Economics, Natural Sciences and Mathematics, and Engineering and Computer Science. In these cases, you should work with an advisor to blend important introductory courses in the major with GE courses right from the first semester.

Taking GE Requirements at a Community College

If you entered Cal State Fullerton as a transfer student, the information in the section on “Transfer Students” explains the process of evaluating the GE requirements you may have already met with your community college courses. You may take community college courses to meet GE (and even some major) requirements after you have enrolled at Cal State Fullerton. However, you must verify that the community college course you wish to take is considered the equivalent of a Cal State Fullerton course that meets the requirement you are attempting to fulfill. The Academic Advisement Center has information about GE course equivalencies between Cal State Fullerton and most of its neighboring community colleges. Some courses that meet GE requirements for certified transfer students cannot be taken and used to fulfill the same requirement by a student who begins his/her enrollment at Cal State Fullerton.

Upper Division and Residence GE Requirements

It is impossible to complete all GE requirements with community college courses because of the need to complete nine units of upper division GE and nine units in residence. If the nine units of GE taken on this campus (residence units) are upper division classes, then these nine units meet both requirements (See the Registration Guide).

Admission Notification Letter and GE Plans

The General Education program was modified for students entering Cal State Fullerton or a community college in fall 1999 or later. This plan is in effect for all freshmen and many transfer students. Transfer students should check their admission notification letter to determine if they are under this plan or an earlier plan, such as Plan A, Plan B or Interim Plan B. Please note the rules which are published on a page which precedes the listing of the categories and courses in the Registration Guide. These cover the upper division and

residence requirements described above, as well as others such as restrictions on “double counting” courses for GE and major requirements, the cultural diversity requirement, etc. Complete listings of courses, requirements and the rules for GE are published each semester in the Registration Guide.

ADMISSIONS AND RECORDS SERVICE CENTER

(657) 278-7601, Langsdorf Hall 114

The Admissions and Records Office (A&R) is the administrative center for your education at California State University, Fullerton. The purposes of A&R include assistance to applicants and students, as well as the implementation and enforcement of academic policy. When you read the Registration Guide, register for classes, add or drop a class, change a grade option, apply for graduation, or request a transcript, you're dealing with A&R.

A&R keeps a record of your academic activity at Cal State Fullerton. It's up to you to know academic policies and procedures so that you can keep your record straight. Student responsibility is outlined in a section of the University Catalog: it is recommended reading.

Transcripts

A transcript is the official record of your academic achievements and includes classes taken, units earned and grades received. Dates of attendance at other institutions and the number of transfer units accepted by Cal State Fullerton are also part of this record.

When you need your Cal State Fullerton transcript, official copies can be requested from A&R by filling out a Transcript Request form and paying a \$4 fee. Additional transcripts ordered at the same time cost \$2. Please allow a minimum of five working days for processing your transcript request. You may view and print an unofficial copy of your transcript on TITAN Online. You will need your user name and password to access the new TITAN Online.

Graduation Check

Undergraduate students should file an application for a graduation requirements check one year in advance of their anticipated graduation date. In addition, they must have senior standing in order to receive a graduation check (90 units or more completed). Application forms are available on the student portal under “student center”. For exact filing dates and deadlines, consult the current Registration Guide.

Stop-Out Policy

With certain exceptions, undergraduate students and postbaccalaureate unclassified students may be absent for one semester and maintain their continuing student status. The exceptions are as follows:

- ◆ Disqualified students - Students who are disqualified at the end of a semester and have not been reinstated will not receive a registration appointment; they must apply for readmission, and if admitted, may be subject to new curriculum requirements.
- ◆ Foreign-visa students - Students with foreign visas are required to maintain continuous enrollment. The stop-out policy is not applicable.

Students absent for more than one semester must apply for readmission should they wish to return to Cal State Fullerton.

Leave of Absence

Undergraduates and Postbaccalaureate Unclassified Students

A leave of absence may be granted based on certain documented extenuating circumstances (e.g. illness or disability, active duty in the armed forces of the U.S.) and normally is granted for not more than one year. A “leave of absence” request must be

accompanied by supportive documentation. Undergraduate and postbaccalaureate unclassified students qualify for a leave if they have completed at least one semester in residence at Cal State Fullerton and are in good academic standing. Such an approved leave of absence authorizes the student to return without reapplying to the university and continue under the University Catalog requirements prior to the absence. Undergraduate and postbaccalaureate unclassified students on approved leaves of one year (two academic semesters) or less are eligible to register for the semester immediately following the end of the leave and will be sent a registration appointment notice automatically.

Graduates and Credential Students

Graduate degree or credential students may be granted leaves of absence up to two consecutive semesters which maintains their place in the university and in the degree or credential programs. All leave of absence requests must be accompanied by supportive documentation. Grounds for requesting a leave include: (1) illness or disability or similar personal circumstances including pregnancy; (2) activities which enhance a student's professional career objectives; (3) active duty in the armed forces; and (4) other reasons at the discretion of the Director of Graduate Studies.

A leave of absence is not automatic and must be requested by completing a "Request for Leave of Absence" form which is available at the Admissions and Records Service Center, LH-114. Notification regarding the requested leave will be forwarded in writing to the student. Further information about a leave of absence may be obtained by contacting the Admissions and Records Service Center.

Open University Enrollment

Individuals not normally admitted to the university may register through the Office of Extended Education as extension students for regular classes by securing the approval of the instructor and the academic department. Open University students must pay extension fees, meet all course prerequisites and observe extension regulations for change of program. Refer to the Registration Guide or contact the Office of Extended Education for further information.

Class Levels

<u>Level</u>	<u>Completed Units</u>
Freshman	0-29
Sophomore	30-59
Junior	60-89
Senior	90 or more

Veterans Certification

Veterans may obtain information concerning application benefits, registration and adjustments in status from the Veterans Certification Office in LH-116. Call (657) 278-2373 for the hours a Veterans Certification Officer is available. New, returning and transfer student veterans should consult the Veterans Certification Office to complete the necessary documents to receive VA benefits.

Titan Online

Students may access a great deal of general university information or specific information about their individual records via Titan Online and the Student Center which are both parts of the Student Portal. Presently, information about class schedules, the university directory, admissions, grades, and financial aid are available.

TITAN Registration

Registration appointment information is available via Titan Online prior to each registration period.

Adding Classes

The procedures for adding classes are explained in the Registration Guide. Registration related deadlines are on the inside front cover. Note that the procedures change after classes have begun and that special rules apply depending on the specific college or campus. It is increasingly more difficult to add classes as the term progresses. You need to register as early as possible for all your classes. The later you want to register, the more reduced is your probability of requesting the courses you want or need.

Petitioning Classes

If a course you need to take is closed, check the current Registration Guide for the procedures to petition enrollment in a course. Petitioning for enrollment does not guarantee approval.

Dropping Classes

The procedures for dropping classes are explained in the Registration Guide. Just as with adding classes, the procedures change as the semester progresses, and are different for business classes. Until approximately the end of the second week of classes (please check the exact date), there will be no record of enrollment, i.e., nothing will appear on your transcript, for dropped classes. Dropped classes during the next 10 weeks will result in a W (Withdrawal). However, please note that permission to drop with a W requires a serious, compelling and documented reason. Poor academic performance is not a sufficient reason to drop. After the twelfth week, you may drop classes only for emergency medical reasons, and it is expected that you will drop all of your classes.

Filing Add or Drop Forms; The WU Grade

In some cases, adding or dropping classes may require the use of printed forms. Please check the Registration Guide or contact the Admissions and Record Helpline at (657) 278-7601. If you stop attending class and do not file a properly drop the course, your instructor will assign you an F grade, or in most cases, a WU grade which stands for "unauthorized withdrawal". The WU grade counts as an F for your grade point average.

ADULT REENTRY CENTER

(657) 278-3889, University Hall 205

www.fullerton.edu/adultreentry

Monday - Friday, 8:00 am - 5:00 pm; Evenings by appointment

The Adult Reentry Center (ARC) at Cal State Fullerton is dedicated to issues of the Adult Learner and the successful completion of their educational goals. The center's mission is to provide support services to prospective and current students who have multiple responsibilities outside the role of student. The center serves as a resource to the Cal State Fullerton community in providing an educational environment for adult learners.

An adult reentry student is at least 30 years of age and has made the decision to reenter the academic arena. Returning to school after a considerable amount of time is an important and significant issue for the adult learner. Once they become students, they may experience concerns about academic skills and performance. The ARC is aware of the unique needs of these reentry students and functions to offer support and services to foster and enhance these students' growth and success.

Services, Programs and Resources

- ◆ Preadmission workshops
- ◆ Adult Learner Series: Strategies for Success
- ◆ HDCS 300: Adult Learner Seminar
- ◆ Individual appointments

- ◆ CalWORKS
- ◆ Internship and independent study site
- ◆ Research and publications - profiles and needs assessment
- ◆ On and off-campus referrals

We invite you to come in and visit our center. Please call the center for evening hours. If you would like to speak to an advisor about becoming a student, please call and schedule an individual appointment.

ALUMNI ASSOCIATION

(657) 278-2586, George G. Golleher Alumni House (located on campus East of the Titan Student Union)

www.csufalumni.com

Welcome to Cal State Fullerton! The Cal State Fullerton Alumni Association seeks to connect with you and get to know you, not only as you enter the alumni world upon graduation, but while you are a current student at CSUF. Through the support of the Alumni Association Board of Directors, the association sponsors student scholarships & awards and seeks to provide you with opportunities to meet Cal State Fullerton alumni - what better way to network than with fellow Titans!

Some of our partnerships on campus include:

- ◆ Student Life
- ◆ ASI/Titan Tusk Force/ASI Productions/TSU Governing Board
- ◆ University Housing
- ◆ GradFest/Senior Experience/Commencement
- ◆ Homecoming/Senior BBQ

To learn more about the Alumni Association and to get connected now, visit our website or find us on Facebook and MySpace!

Become a fan of our Facebook page: CSUF Alumni

Or become a friend on MySpace: www.myspace.com/csufalumni

ONCE A TITAN, ALWAYS A TITAN!

ASSISTANT DEANS FOR STUDENT AFFAIRS

“Facilitating Student Success...”

The Assistant Deans for Student Affairs seek to engage members of the university in the process of student advocacy, community building and collaborative learning ~ thus facilitating student success.

The Assistant Deans for Student Affairs are based in each of the eight academic colleges and the Irvine Campus:

- ◆ Arts - Andi Fejeran Sims (657) 278-3255, VA-199C
- ◆ Business & Economics - Emeline Yong (657) 278-4577, SGMH 1507 (East Pavilion)
- ◆ Communications - Peggy Garcia Bockman (657) 278-7083, CP-450
- ◆ Education - Aimee Nelson, (657) 278-4161, CP-500
- ◆ Engineering & Computer Science - Vacant (657) 278-2887, CS-501
- ◆ Health & Human Development - Lea Beth Lewis, Ed.D. (657) 278-4471, EC-606
- ◆ Humanities & Social Sciences - David McKenzie (657) 278-2969, H-211A

- ◆ Natural Sciences & Mathematics - Rochelle Woods, Ed.D. (657) 278-4158, MH-488
- ◆ Irvine Campus - Marsha Daughetee www.fullerton.edu/irvinecampus

Why might you want to see us?

- ◆ Advising
- ◆ Clubs and organizations/Inter-club Councils within the colleges
- ◆ Conflict resolution
- ◆ Counseling and referral
- ◆ Internships, career opportunities, and jobs on campus
- ◆ Leadership opportunities
- ◆ Opportunities for involvement
- ◆ Orientation
- ◆ Scholarship information

ASSOCIATED STUDENTS, CSUF, INC. (ASI)

(657) 278-3295, Titan Student Union 207

asi.fullerton.edu

What is ASI?

ASI is a registered non-profit corporation and the recognized student government at Cal State Fullerton. ASI serves to promote student interests within the university and the community. ASI funds large campus programs that are focused on student development including the Children's Center, Rec Sports, and the Titan Student Union. Every part or full-time student is a member of ASI through fees paid each semester. These fees provide student services and programs, and are administered by ASI through the student-elected Board of Directors and the Executive Staff.

ASI Executive Staff and ASI Board of Directors

The ASI Executive Staff is comprised of an elected President and Executive Vice-President, an appointed Vice-President of Finance, Chief Administrative Officer, Chief Communications Officer, and Chief Governmental Officer. The ASI Board of Directors is comprised of two elected representatives from each academic college, and is responsible for developing the yearly budget and establishing policies and procedures. ASI Board of Directors' meetings are open to all students. Meeting times are Tuesdays at 1:15 pm in the William G. Pollak Legislative Chambers of the Titan Student Union.

ASI Involvement

You don't have to be elected to an ASI office to take part in student leadership. You can get involved in ASI by serving on committees, working on programs, and helping to develop new programs and services.

Information regarding appointed student positions is available in the ASI Executive Offices located in TSU-207, or by calling (657) 278-3295. Participation on committees as a student representative provides networking opportunities, rewarding experiences, satisfying involvement, as well as insight into how the university functions, plans and deals with issues.

ASI Human Resources

The ASI Human Resources office provides part-time job opportunities for Cal State Fullerton students. As a student assistant or work study employee you can gain valuable job experience and develop personal skills. Employment opportunities are available in a variety of ASI programs including the Children's Center, Rec Sports, and the Titan

Student Union. Stop by the ASI Human Resources office in Titan Student Union 227 between 9:00 am - 5:00 pm, Monday through Friday, call (657) 278-7068, or look up current job postings at asi.fullerton.edu.

ASI Productions

ASI Productions is a student-run program that provides great campus entertainment including films, concerts, Pub entertainment and special events. If you are interested in being a part of ASI Productions or would like more information, call (657) 278-3501.

Association for Intercultural Awareness (AICA)

AICA is an organization consisting of representatives from cultural groups on campus with the responsibility of distributing funding provided by the ASI. AICA sponsors cultural and educational events and serves to promote communication, cooperation and exchange of cultural and ethnic ideas among its member organizations and the Cal State Fullerton community. For further information on AICA, please call (657) 278-2914.

Camp Titan

Camp Titan is the official philanthropy of ASI dedicated to providing a one-week camping experience each June for underprivileged children in Orange County. Camp Titan is staffed by Cal State Fullerton students who volunteer their time as friends and counselors.

The goal of Camp Titan is to teach children to feel good about themselves, introduce them to nature, heighten their self-awareness, increase their confidence and allow them to meet new friends. For more information, or to get involved as part of the Camp Titan staff, call (657) 278-3036.

Children's Center

The Children's Center is an ASI service that provides parents with safe, affordable and convenient childcare on campus. Trained preschool teachers and student interns provide a developmental program that offers children ages six months through five years experiences in art, science, language, physical development, math, reading and music with an emphasis on the development of social and problem solving skills. Interested parents should call the Children's Center at (657) 278-2961 for more information about the enrollment process, hours of operation, registration fees and hourly rates. For student employment at the Children's Center, contact ASI Human Resources; for academic internships working with children, call the Children's Center directly at (657) 278-7068.

Health Insurance

The promotion of health insurance is a service provided by Associated Students, CSUF, Inc. ASI promotes an affordable student health care plan eligible to all registered students taking 6 or more units at Cal State Fullerton and graduate students taking any credit hours at Cal State Fullerton. Students may also insure their eligible dependents that reside with them, including unmarried children under age 19 who are not self-supporting. For further information call (657) 278-2401, or visit the ASI Administrative Office in Titan Student Union 218.

Inter-Club Councils (ICCs)

ASI funds Inter-Club Councils (ICCs) in each of the eight academic colleges. The Inter-Club Councils distribute funding provided by ASI to their member organizations. This funding provides clubs with the opportunity to present speakers, attend conferences and produce campus events. For further information, call (657) 278-3295.

ATHLETICS

(657) 278-2777, Titan House

www.FullertonTitans.com

The excitement of intercollegiate athletics is a big part of any university, and Cal State Fullerton is no exception. Titan teams have won twelve national championships since 1970 and have produced many All-Americans. All sports events are free to Cal State Fullerton students with a valid TitanCard. Men's sports include baseball, basketball, cross country, golf, soccer, track & field and wrestling. Women's sports include basketball, cross country, golf, gymnastics, soccer, softball, tennis, track & field and volleyball. Cal State Fullerton belongs to the NCAA as a Division I member, and is a member of the Big West Conference. For the schedules and statistics of all our Titan teams and their respective press releases and news stories, visit our website.

CAMPUS DINING & VENDING SERVICES

Campus Dining Services: www.csuf-food.com

OC Choice Catering: www.occhoice.com

CSU Fullerton's Auxiliary Services Corporation Dining Services provides a large selection of dining options.

The **Food Court**, located in the Titan Student Union, features Togo's sandwiches and salads, The Fresh Kitchen, Green Burrito, Busy Bee Asian Foods, Round Table Pizza Pronto!, Juice It Up!, Starbucks Coffee and Bakery, in addition to the Garden Cafe, Round Table Pizza and the Pub located in the Titan Student Union Underground. The Fresh Kitchen was recently added and offers a delicious menu geared toward a healthy lifestyle. Campus Dining also felt that it would be extremely important to include sustainable packaging in this new eatery as they are focusing on sustainable packaging for other campus dining areas as well.

Carl's Jr. restaurant is located on the east side of campus and offers a wide variety of menu items and combos. Recently remodeled, Carl's Jr. now has various tables to eat inside or outside.

Langsdorf Hall Express is located West of Carl's Jr. and specializes in Starbucks Coffee, Healthy Choice sandwiches, wraps, soups, salads and Organic To Go Foods.

Nutwood Café is located south of Nutwood Ave. on the first floor of our College Park building. The café features Starbucks Coffee and bakery items, hot breakfast items, sandwiches, soups, salads and daily specials. Nutwood Café has a wide variety of Organic To Go Foods, which include a healthier selection of sandwiches, salads and yogurt parfaits.

The new edition to Campus Dining is a full service **Starbucks Coffee** located on the first floor of the Steven G. Mihalyo Hall College of Business and Economics. Starbucks Coffee carries the complete line of Starbucks products and is designed to accommodate a high volume of customers.

OC Choice Catering provides a variety of services and events including: breakfast, brunch, banquets, receptions, and meetings. Quality is important when choosing a catering operation, which is why our chefs are fully-trained culinary professionals. Only the highest quality products and ingredients are used in preparing each menu. Unlike off-campus caterers, OC Choice Catering is able to handle last minute orders placed on campus. We are your campus experts, having years of providing service to CSU Fullerton. Starting and finalizing your event is easy and trouble-free with our convenient location on campus in the Titan Student Union 121.

We also offer a wide variety of **cards** featuring gourmet pretzels, hot dogs, churros, Kettle Master's popcorn and Juice It Up! Our vending services include laundry machines in our residence halls. In addition to these venues, we offer a large variety of Pepsi, snack items and coffee machines through the Fullerton Campus.

CAREER CENTER

(657) 278-3121, Langsdorf Hall 208

www.fullerton.edu/career

The Career Center partners with students, faculty, alumni, employers, academic programs and graduate schools to build bridges between the distinctive academic programs of the University and diverse professional and graduate education opportunities in the larger community.

The Career Center assists students in assessing and defining their work related skills, interests, experience and values to maximize career opportunities consistent with their personal and career aspirations. Services are available to currently enrolled undergraduate and graduate students as well as alumni who are within one year of graduation.

Come and see what the Career Center can do for you!

YOUR VIRTUAL CAREER CENTER

Access Career Center resources online, anytime. Login to your student portal and click the “Career Center” quick link. Then follow these directions to access the Career Center’s online resources.

Jobs and Internships - search for job listings exclusively for CSUF students based on major, job type, and keywords.

- ◆ Go to “View Jobs and Internships”
- ◆ Choose “Titan Connection Jobs”

Resume Writing - develop a stylish, professional resume anytime.

- ◆ Click on “Titan Resume Builder”

Interview Practice - perform mock (practice) interviews from home with a web camera or use one of the *InterviewStream* Kiosks in the Career Center.

- ◆ Click on “InterviewStream”

Career Exploration - research and explore industry overviews, career descriptions, industry resources, scholarships, and web resources through an online career exploration database.

- ◆ Click on “Ferguson Career Guidance”

ADDITIONAL RESOURCES AND SERVICES

Walk-In Advising and Individual Appointments

- ◆ Walk-in advising and career counseling available
- ◆ Career counseling appointments with Industry or Career Development Specialists

Job Search Services and Resources

- ◆ Career Center website- provides helpful information and resources
- ◆ Titan Connection- the Career Center’s online jobs database (accessible through the student portal)
- ◆ Campus Interview Program- A number of companies visit campus each semester to interview seniors for professional entry level positions that start after graduation and current students for career related internships (available fall and spring semesters)

Choosing a Major and a Career Resources

- ◆ Online Interest and Personality Assessments - available to help students identify major and career options (accessible through the student portal)
- ◆ EUREKA - Skills assessment and career information database available in the Career Center lab

Professional Development Resources and Services

- ◆ Mock Interviews - students can practice interviewing skills with a professional staff member and receive a CD of their taped mock interview
- ◆ Career Resource Library
- ◆ Workshops and programs
- ◆ Graduate and professional school services
- ◆ Diversity events

Career Center Events

- ◆ Internship and Job Fairs (fall and spring semesters)
- ◆ Make Your Best Impression workshop at the Job Fair (fall and spring semesters)
- ◆ Teacher Job Fairs (spring semester)
- ◆ Open House event (fall semester)
- ◆ Graduate and Professional School Fair (fall semester)
- ◆ Engineering and Computer Science Job Fair (spring semester)
- ◆ Rush to Meet the Employers (spring semester)

DEAN OF STUDENTS OFFICE

(657) 278-3211, Titan Student Union 235

www.fullerton.edu/deanofstudents

The Dean of Students Office serves a primary role in advocating on behalf of students and helping students to make meaningful connections to the campus community. Advocacy is provided through the delivery of resources and support services to students and meaningful connections are drawn through encouraging student involvement at the university, fostering student leadership development, and promoting student participation in campus governance. Additionally, the Dean of Students Office provides leadership in the development of campus policies particularly as they relate to student co-curricular experiences and interfaces with external audiences such as parents, city officials, and community agencies. In addition to working closely with the Associated Students, Inc. and serving as the campus coordinator for Alcohol and Other Drug Programs, the Dean of Students Office oversees several departments, including: Judicial Affairs, Leadership and Multicultural Development Programs, New Student Programs, Student Life, and the Assistant Deans for Student Affairs program. The staff, programs and services that comprise the Dean of Students Office offer developmental experiences for students wanting to learn and practice leadership skills, provide for a successful transition into college, provide resources and services for students in and out of the classroom, and encourage appropriate community behavior.

All students are encouraged to get involved in university governance; the office has lists of the various university committees which need student participation, in addition to opportunities listed on the Associated Students, CSUF, Inc. website. In order to maximize the college learning experience, every student on campus should be involved in at least one activity outside of the classroom. In order to assist in this effort, the Dean of Students Office can help students get connected to these meaningful co-curricular experiences.

DISABLED STUDENT SERVICES

(657) 278-3117, University Hall 101

www.fullerton.edu/disabledservices

**Fall and Spring Semester Hours: Monday - Thursday, 8:00 am - 6:00 pm
Friday, 8:00 am - 5:00 pm**

Summer and Intersession Hours: Monday - Friday, 8:00 am - 5:00 pm

The mission of Disabled Student Services (DSS) is to increase access and retention for students with permanent and temporary disabilities by ensuring equitable access. The atmosphere in UH-101 is helpful and congenial, and students are encouraged to discuss their individual needs with the professional and support staff. Students are required to provide documentation verifying the disability before services can be provided.

DSS provides a wide range of support services and accommodations related to the specific disability of a student including:

- ◆ readers and scribes
- ◆ sign-language interpreters and oral interpreters
- ◆ real-time captioning
- ◆ notetakers and/or audio recording of lecture
- ◆ testing accommodations
- ◆ print material in alternate formats on request (electronic text, Braille, large print)
- ◆ specialized equipment
- ◆ adaptive software and computers with training for both.

Professional staff provides: academic, career and personal counseling; orientation and registration assistance; assistance as a liaison with sponsoring agencies (such as the Department of Rehabilitation and the Veteran's Administration).

Temporary Disabled Person (DP) parking on campus is coordinated by Disabled Student Services. Faculty, staff and students with temporary disabilities that may preclude or impair walking for distances may obtain information and a short-term Disabled Person Parking permit through DSS.

FINANCIAL AID

(657) 278-3125, University Hall 146

www.fullerton.edu/financialaid

Hours: Monday - Friday, 8:00 am - 5:00 pm

The Office of Financial Aid administers a wide variety of funding sources designed to assist you in meeting the cost of attendance at Cal State Fullerton. These programs include federal and state grants, student loans, student employment and scholarships.

You must complete the Free Application for Federal Student Aid (FAFSA) for our office to determine your eligibility for aid. When you apply for aid, the information you report is used in a formula established by the U.S. Congress. The formula determines your Expected Family Contribution (EFC), the amount you and your family are expected to contribute toward your education. The EFC is used in the following calculation to determine your financial need: Student Budget (LESS) Expected Family Contribution EQUAL Financial Need.

Don't disqualify yourself! It's free to apply! You can apply on-line at www.fafsa.ed.gov or you can pick up an application in the breezeway located on the first floor of University

Hall. The staff looks forward to assisting you in meeting your educational goals.

FRESHMAN PROGRAMS

(657) 278-3709, Langsdorf Hall 216

www.fullerton.edu/freshmanprograms

Freshman Programs is designed to support and guide students in making their first year at Cal State Fullerton an academic and social success. There are five year long learning communities in which students can choose to participate. Although the learning communities share valuable features, each has a unique focus:

- ◆ *Fullerton First Year* emphasizes leadership development
- ◆ *Compass* incorporates opportunities for career and major exploration
- ◆ *Live 'N' Learn* focuses on independent living and interpersonal skill development for students living in the CSUF residence halls
- ◆ *Freshman Future Teachers* is designed specifically for students interested in pursuing teaching careers
- ◆ *Freshman Future Nurses* is designed for pre-nursing students, and assists them in completing their comprehensive coursework with intensive study sessions, advising, and career exploration

Features shared by all learning communities include:

- ◆ Reserved general education courses that are taught by a caring and friendly instructional team (faculty, staff and peer mentor who have completed training specific to fostering freshmen success in and out of the classroom)
- ◆ Enrollment in University 100, a 3-unit general education elective, college success course
- ◆ Academic advising (including four-year course planning), tutoring and mentoring
- ◆ An introduction to campus resources including places to have fun and relax
- ◆ Personal development through various activities like guided academic field trips to sites such as the J. Paul Getty Center and the Museum of Tolerance
- ◆ Service-learning experiences which connect classroom theory to community-based projects
- ◆ Membership in the Freshman Programs Student Association (FPSA) where students are encouraged to develop leadership skills and begin their involvement on campus

A student lounge, called the *Lava Lounge*, is also available to Freshman Programs students in Langsdorf Hall 216. It's a great place for students to connect with their peers, utilize computer resources and keep current with campus events.

Students are eligible to participate in a Freshman Programs learning community when they satisfy all requirements to be admitted to the university as a first-time freshman and upon completing a Freshman Programs application. Visit the Freshman Programs website for more information.

GUARDIAN SCHOLARS PROGRAM

(657) 278-4900, Titan Shops 120

www.fullerton.edu/guardianscholars/

The Guardian Scholars program was created to acknowledge the accomplishments of students who have left the foster care system and were wards of the court. These students

who have overcome substantial obstacles in pursuit of their education are rewarded with a generous scholarship that covers their educational expenses including fees, housing and books. More than just a scholarship, this program provides advising and mentoring to help ensure that these students will achieve their academic potential.

HOUSING AND RESIDENTIAL LIFE

(657) 278-2168

www.fullerton.edu/housing

Eight hundred students are accommodated in single and double occupancy apartment style suites. Each suite is air conditioned, carpeted and fully furnished. Housing applications and a listing of off-campus apartments can be accessed at the Housing and Residential Life website: www.fullerton.edu/housing.

The housing complex provides its residents with a study lounge, computer and typing rooms, a weight room, a multipurpose room, coin-operated washers and dryers, barbecue grills, a picnic area, a basketball court, a sand volleyball court, video games, billiards, ping pong, and a large screen television. Residence hall space is available for summer session students and for educationally related groups sponsoring workshops and programs on campus.

Housing and Residential Life also assists students in their search for off-campus housing by:

- ◆ providing listings of vacancies in local apartment complexes
- ◆ providing bulletin boards for posting cards by students seeking roommates or accommodations
- ◆ listing rooms for rent in private homes and rooms in exchange for work
- ◆ providing information regarding community housing agencies handling landlord/tenant law.

INFORMATION TECHNOLOGY

(657) 278-7777, Langsdorf Hall 700

Portal

Through your portal, you can view information that is relevant to you and customize the tabs across the top of your web browser to reflect your personal and academic interests. Your portal will be a key medium of communication at Cal State Fullerton. Here are some of the features you will access:

- ◆ Titan Apps - Your email, calendar, and a collaborative document sharing tool is available here.
- ◆ Titan Online - Entry way to your Student Center. Inside your Student Center, you can search and register for classes, pay fees and charges, check your financial aid status, print your unofficial transcript, and more.
- ◆ Blackboard - A course management system where students will be able to read class assignments, view and download course material (like syllabi and class notes), submit assignments, and email the instructor.

To log into your portal, visit my.fullerton.edu from any web browser. Type in your campus user name and password. If you have any questions or need assistance, please email helpdesk@fullerton.edu.

Information and Learning Commons & McCarthy Commons

(657) 278-8203 (ILC Support Services Desk), Pollak Library Basement, 1st and 2nd

Floors

(657) 278-3060 (McCarthy Commons), McCarthy Hall 47

Information and Learning Commons (including Titan Computer Lab) & McCarthy Commons offer a variety of technological resources to improve students' learning. These services include basic software consultation, desktop (Mac and PC) and laptop computers, printers, scanners, access to a variety of software, study spaces, and three equipped group study rooms where students can carry out group projects and develop presentations while having access to cutting edge technology.

To find out about all the services that the ILC provides, please go to <http://ilc.library.fullerton.edu/>. For information about campus computer labs, visit <http://www.fullerton.edu/campuscomputerlabs/>.

Help Desk

(657) 278-7777, Pollak Library North 2nd Floor

The Help Desk provides comprehensive computing support 24 hours a day, 7 days a week. If you have questions about accessing Blackboard or your Student Center, connecting to the campus wireless connection, or need other technical assistance, the Help Desk is here to help. Contact the Helpdesk at (657) 278-7777 (open 24x7) or email helpdesk@fullerton.edu.

INTERNATIONAL EDUCATION AND EXCHANGE

(657) 278-2787, University Hall 244

www.fullerton.edu/international

At Cal State Fullerton, we advocate for and encourage global education. International and exchange students from more than 90 countries, as well as study abroad students, add to the rich diversity of our student population.

International Students

The office assists international students from other countries with special orientation programs upon their arrival, academic and personal advisement and immigration information. A group of community volunteers in the "American Family Friends" program helps make Cal State Fullerton a home away from home for international students.

Other programs offer community service and leadership development opportunities for all students. These range from volunteer opportunities with the International Student Orientation Program to the International Student Association. Please visit our office or website for details on how you can get involved in these programs.

Study Abroad (www.fullerton.edu/studyabroad)

Get connected to the world . . . Nearly every student returning from studying abroad describes their experience in virtually the same way:

- ◆ *"Life-changing...the best experience of my college career!"*
- ◆ *"I met so many amazing people!"*
- ◆ *"Now I can actually speak Spanish (or Italian, French, Japanese, Korean, etc.)."*

Why do so many students say the most fulfilling time of their college experience was spent studying abroad? The "study abroad experience" is a process that takes them out of their daily routines and challenges them in many ways. Study abroad helps students to develop new understandings, habits, beliefs, and a more sophisticated appreciation of the world. Frequently, they even return home with a better idea of the direction they want to take in life. Cal State Fullerton provides opportunities for its students around the globe;

the Study Abroad Office is here to help! Visit the Study Abroad website to learn more. It is never too early to begin planning to study abroad!

INTERSESSION AND OPEN UNIVERSITY

EXTENDED EDUCATION

(657) 278-2611, College Park 100

Intersession Classes (CSUF and Non-CSUF students)

Intersession (the winter semester) is a great opportunity to take a class or two so you can stay on target for graduation. If you are having trouble getting the classes you want, or need some additional units to graduate on time, Intersession offers the perfect solution. Classes are open to Cal State Fullerton students and the public, and may be applied toward graduation requirements. Both undergraduate and graduate-level classes are offered. Intersession is held in December/January between the fall and spring semesters. A Registration Guide for Intersession is mailed to call CSUF students in mid-November. Enrollment is through University Extended Education, (657) 278-2611, located in College Park 100. For more information, visit www.intersession.fullerton.edu.

Open University (for Non-CSUF students)

Open University provides an opportunity for people who are not currently admitted to Cal State Fullerton to enroll in undergraduate and graduate-level classes. Registration is provided on a space available basis.

Registration in Open University is available to:

- ◆ The public.
- ◆ Students disqualified (DQ) from Cal State Fullerton. DQ students can enroll in Open University. DQ students may not enroll in more than six units per academic term, and are required to meet with a DQ advisor.
- ◆ International students with an I-20 from another institution provided they receive authorization from their institution's Designated School Official (DSO).

Open University is not available to:

- ◆ Students officially admitted to Cal State Fullerton.
- ◆ Foreign students with a score of less than 500 on the TOEFL examination.

Credit earned through Open University is designated as special session credit. A maximum of 24 special session credits may count toward a bachelor's degree. Special session credit earned through Open University may not be used to fulfill the residence requirement (30 semester units) for a bachelor's degree. For graduate degrees, normally six to nine units of approved special session credit may apply, but for degrees which require more than 30 units, more units of credit may apply. Please consult the departmental graduate advisor for more information.

Open University is administered through University Extended Education, (657) 278-2611, located in College Park 100.

IRVINE CAMPUS

7320 Trabuco Road

Irvine, CA 92618

(657) CSU-TORO (278-8676)

www.fullerton.edu/irvinecampus/

irvineadvisor@fullerton.edu

The California State University, Fullerton, Irvine Campus is located on the former Marine Corps Air Station in Irvine. As a branch campus of Cal State Fullerton, the Irvine Campus offers courses primarily at the upper division (junior/senior) and graduate levels. The major, credential and graduate programs at the Irvine Campus are intended to provide a more convenient location for students who live and work in southern Orange County.

Admissions, Registration and Cashiering (ARC)

Students who plan to attend the Irvine Campus must be admitted to Cal State Fullerton through the regular admissions process or already be an enrolled Cal State Fullerton student. Registration for classes may take place through TITAN registration via touchtone telephone or the Internet. Many Admissions, Registration and Cashiering transactions can be completed at the Irvine campus, saving students a trip to the Fullerton Campus.

Library

The university library at the Irvine Campus offers students access to all available materials contained in the main library at Fullerton. The Irvine Campus library features CD-ROM, worldwide web and Internet access. Students can access citations, abstracts and full-text of periodical articles.

Parking

Students who park their vehicles must display a university parking decal. Handicapped parking and a daily permit machine are also available.

Student Affairs

The Student Affairs complex houses financial aid, academic advising, career information, and disabled student assistance as well as many other services included in Student Affairs at the Fullerton campus. Call (949) 936-1650 for more information.

Technology

The campus has state-of-the-art information technology facilities to include multi-purpose computer classrooms, computer laboratories and video conferencing.

Titan Student Union Lounge (TSU)

The TSU is a multi-purpose facility that includes a TV, seating, microwave, study areas, board games, and computer stations. A variety of programs are provided by Student Affairs and Titan Student Union staff.

JUDICIAL AFFAIRS

(657) 278-4436, Titan Student Union 235

www.fullerton.edu/integrity

We want you to have the best experience possible here at Cal State Fullerton. The Dean of Students Office, Judicial Affairs is here to assist you in meeting your academic and career goals by helping you understand the **standards** for academic integrity and student behavior which are expected of all students.

Our standards are outlined in the policy section of the *Student Handbook*, and in other related materials such as the University Catalog, Registration Guide, and the syllabus for each of your classes. **The University expects students to know these rules and abide by them.**

What Is Academic Dishonesty?

Academic dishonesty (cheating) is any act which attempts to gain an **unfair academic advantage** or assisting or permitting others to do so. Such acts include:

- ◆ Cheating on exams or assignments
- ◆ Unauthorized collaboration
- ◆ Plagiarism
- ◆ Falsifying academic records

If you have questions about any of these acts, including tips on how to write an effective paper without plagiarizing, please check out our website.

What Can You Do To Ensure Academic Integrity?

- ◆ **Don't be dishonest!** Remember that a poor grade is better than an "F" in the course, suspension or expulsion for cheating.
- ◆ Protect your work from others.
- ◆ Don't sit next to friends during an exam. It may put you or them in a compromising position.
- ◆ Know exactly what constitutes academic dishonesty. Read the policy section of your *Student Handbook*, and talk to your professors.
- ◆ Write your own papers! Remember that professors want to know what you think, and what you have learned about the subject. Every word and idea should be your original words and ideas unless you give proper citation.
- ◆ **CSUF- Making Integrity Count! – do your part.**

What Behavior Can Result In A Referral To Judicial Affairs?

- ◆ **Alcohol misuse** has caused many problems for students – behaviors such as underage drinking, drunk in public, drinking and driving, vandalizing property while intoxicated, engaging in fights, urinating in public, committing a sexual assault
- ◆ **Inability to manage time or stress** sometimes overwhelms students – resulting in verbal harassment, physical intimidation, forging signatures on documents, or providing false information to the University
- ◆ **Lack of judgment and failure to understand one's responsibility to the community** are easy ways to get off track – behaviors such as disruption in a classroom, department, office, parking lot, possession of firearms or other weapons on campus, allowing or encouraging misconduct from other students or guests
- ◆ **Behavior within the community which violates local, state or federal law-** such as use or possession of illegal drugs including marijuana, selling or providing illegal drugs, theft of property, hazing

Judicial Affairs also responds to **allegations** that a student has violated university standards (policy section of the *Student Handbook*) and provides a fair, consistent and timely response to guarantee that due process is afforded each student.

If you have any questions, concerns or wish to report a violation please contact the Associate Dean of Students, Judicial Affairs.

LEADERSHIP AND MULTICULTURAL DEVELOPMENT PROGRAMS

(657) 278-3211, Titan Student Union 235

www.fullerton.edu/deanofstudents/lmdp

Cal State Fullerton is committed to graduating students who will be leaders in their professional careers and in their communities. Leadership and Multicultural Development Programs (LMDP) is currently the home of Greek Life, the Multicultural Leadership Center, the Student Leadership Institute, and the University Leadership Conference. These programs and services provide training opportunities and out-of-

classroom experiences that encourage CSUF students to assess and develop the skills recommended for effective leadership and multicultural understanding. LMDP also serves as a resource to student leaders and cultural and Greek Life organizations through advisement and training on event planning, group development, and organizational management. For more information on any LMDP program or services, please visit the Dean of Students Office located in TSU-235.

Greek Life

Greek Life refers to the fraternity and sorority community on campus. These organizations offer fellowship, academic support, leadership training, participation in campus activities, service to the community and the University, and preparation for future careers. Greek organizations are referred to as chapters and are named according to the ancient Greek alphabet. Most chapters at CSUF are affiliated with a national and international organization. CSUF currently has more than 1,000 students who have joined one of 30 fraternities, sororities, and co-ed fraternities on campus. Greek organizations provide opportunities to meet others, promote academic achievement, contribute to the community through service and philanthropy projects, and develop leadership skills. Students interested in joining a general sorority or fraternity, or a culturally based sorority or fraternity should visit the Dean of Students Office for a list of recognized organizations.

Multicultural Leadership Center

The MLC serves the campus community through (1) diversity trainings and workshops, (2) assisting with and providing cultural programming, and (3) providing resources related to culture, leadership, and social justice. Staff and student facilitators are available for student and community workshops, in addition to the EMBRACE (Educating Myself for Better Racial Awareness & Cultural Enrichment) workshops in the Student Leadership Institute. The center provides support to the numerous cultural student organizations, programs, and departments that organize diversity programs on campus. Our collaborative events include cultural graduation celebrations, and heritage month programming. The MLC also provides training for faculty and staff to be effective allies for the lesbian, gay, bisexual and transgender community through the Safe Space program. With the MLC located in the TSU, it serves as an available meeting and dialogue space for students, faculty, and staff while also providing valuable library resources (both books and multimedia); magazines/literature on LGBT issues, race relations, higher education, and multi-racial identity; calendar of cultural events; and announcements of community events, scholarships, internships, and fellowships.

Student Leadership Institute

The Student Leadership Institute or SLI is a nationally recognized program dedicated to providing CSUF students with leadership training. The program is comprised of a series of workshops offered throughout the semester designed to help students develop or enhance their leadership skills, learn effective communication, have meaningful interactions within a multicultural environment, and become strong leader's on-campus, in the workplace, or in their community. SLI also offers networking opportunities with other students, faculty, staff, administrators, and community members. Students who complete SLI workshops will receive a certificate of completion and can include their participation on their resume. Various leadership positions are available to students who are interested in practicing their leadership skills.

University Leadership Conference (ULC)

The ULC is one-day conference open to all CSUF students interested in strengthening their leadership skills. This is an event which balances education and personal growth with fun and interactive activities for students. Participants will hear motivational keynote speakers, and can attend educational and interactive workshops on leadership.

The conference is also a good way to meet other CSUF students, experience special events, such as an on-site community service project and networking. The conference takes place every spring semester. Leadership positions are available for students interested on serving on the conference planning committee.

LIBRARY

(657) 278-2633

www.library.fullerton.edu

Chief among the learning resources on campus is the Pollak Library. Located in the center of campus, it is your window to the world of information. The library offers a collection of over 1,200,000 books and periodicals, Internet access to a broad range of subscription electronic resources, and many other items: government documents; maps; microfilms; videotapes; DVDs; compact discs; audio tapes and more. Materials are selected to support the undergraduate and graduate programs of the university.

Borrowing Books

Your TitanCard serves as a library card for checking out books and other library materials—after you pick that up stop by the nearby Circulation desk to activate your privileges. Students are responsible for the timely return of all materials checked out.

Electronic Information Resources

Primary gateway to the library's resources is through the Library website, including links to full-text information and citations to articles in periodicals. These web resources are accessible from library and other campus computers and Cal State Fullerton students, faculty and staff can also remotely access them from home by authenticating through the portal. "Find Books" links to finding tools for books and other materials housed in the library. Librarians have also created a number of on-line guides and web pages on a variety of subjects.

Books or articles placed on reserve by faculty are listed and electronic items are linked in Blackboard. Items in hard copy can be checked out for limited periods from the Circulation Desk.

Computer Workstations and Other Special Services

The Information and Learning Center, a collaborative effort envisioned by the Pollak Library and IT, integrates information resources, technological resources, and human resources to provide full service student support for research, writing assistance, and production of final papers and projects in one environment. There are computer workstations for student use, laptops for checkout, equipped listening and viewing rooms, and a variety of group study rooms, including some equipped with technology. There are printers, photocopiers and microfilm reader-printers, conveniently operable with coins or TitanCard.

Library Instruction

The Pollak Library's instruction program includes drop in workshops (Library Survival Skills) available at the beginning of each semester; faculty-requested library instruction sessions for individual classes; a one-unit course, Library 302T (Research Methods for Specific Majors); general and subject-specialized reference and research services, including IM, e-mail, chat and phone reference.

Direct Borrowing and Interlibrary Loan

The Pollak Library strives to provide Cal State Fullerton faculty, students and staff with on-site access to research materials. However, if our library does not own the book or journal article you need, there are two options available to you: Direct Borrowing and Interlibrary Loan. As a Cal State Fullerton student you may go to any other CAL

STATE library and borrow the materials you need by presenting your TitanCard. Interlibrary Loan (ILLiad for books and articles) can provide you with access to libraries throughout the world. You may submit requests for educational use materials though ILLiad and staff will locate and borrow the materials for you.

NEW STUDENT PROGRAMS

(657) 278-2501, University Hall 178

www.fullerton.edu/deanofstudents/nsp

New Student Programs coordinates several programs designed to meet the needs and concerns of new and continuing students at Cal State Fullerton. We place special emphasis on the area of new students since these students' experiences in the first semester play a major role in their long-term success at the university. We encourage prospective, new and continuing students to get involved in these programs:

- ◆ Student and Visitor Information Services (Available at the Student Information and Referral Center (UH-178) and online at *Ask the Titans*, www.fullerton.edu/ask)
- ◆ Campus Tours (Daily tours are offered Monday-Friday and group tours by arrangement)
- ◆ New Student Orientation (Academic advising, course scheduling and registration)
- ◆ Parent Orientation
- ◆ Student Life Orientation (Overview of student services, activities and resources)
- ◆ Titan WOW (Weeks of Welcome celebration at the beginning of each semester)

Visit the New Student Programs website for more information.

PARKING AND TRANSPORTATION SERVICES

(657) 278-3082, T-1400

www.parking.fullerton.edu

Parking on Campus

Semester parking permits or daily permits are required 7 a.m. to 10 p.m., Monday through Thursday and 7 a.m. to 5 p.m., Friday. Posted 30-minute spaces and parking zones are enforced during these time periods. Red curbs/fire lanes, spaces designated for disabled persons, service/maintenance spaces, state vehicle only spaces, loading zones (white and yellow curbs and posted time limits) and all other university and California Vehicle Code parking regulations are enforced 24 hours a day. It is a violation to stop, stand or wait in parking facility drive aisles for a parking space; vehicles will be cited. There is not a grace period at the start of a semester; vehicles not displaying a current parking permit will be cited. Parking permits are also required during intersession, summer session and when university offices are open. Parking permits are not transferable and are valid only when purchased from CSUF Parking and Transportation. Vehicles displaying a lost or stolen parking permit will be cited.

Semester Parking Permits

Student semester parking permits are valid in the following parking facilities: lots A, E, G, S, all parking structures, and Irvine Campus student parking spaces. After 6 pm, semester permits are valid in faculty/staff lots A-South, Lot C, E-West, J and the College Park faculty/staff parking area. Faculty/staff parking lots F, H, and I are designated for faculty/staff only.

Semester permits are available for purchase online by logging in to the campus portal, and accessing the Parking tab. The price of a semester parking permit is \$162.

Parking fees and regulations are subject to change without notification. Please visit the Parking and Transportation Services website at www.parking.fullerton.edu for current information.

Daily Permit Parking

A daily permit may be purchased for \$8 from the daily permit machine at or near each entrance of lots A, E, G, Arts Drive and levels 2, 4, 6 of State College Structure. Daily permits are valid in all student lots and parking structures. After 6 p.m., daily permits are valid in faculty/staff lots A-South, Lot C, E-West, J and the College Park faculty/staff parking area. Faculty/staff parking lots F, H, and I are designated for faculty/staff only.

Motorcycles and Mopeds

Motorcycle and moped permits must be affixed in a prominent location on the left side of the rear bumper. Motorcycles parked outside designated areas or without a daily/valid permit will be ticketed. Motorcycles may not be parked in parking spaces designated for vehicles.

Visitor Parking

Short-term visitor parking is available in the Park and Pay area on the lower level of the State College Structure. Maximum time in the Park and Pay location is 2 hours. For visits longer than 2 hours, visitors may purchase a daily parking permit for \$8 from Lots A, G, E, Arts Drive, and levels 2, 4, and 6 of the State College Parking Structure.

Disabled Persons Parking

A current DMV disabled person placard or license plate and valid CSU Fullerton parking permit must be displayed in a vehicle while parked in a space designated for disabled persons.

For further information regarding permanent and temporary disabled parking, contact Disabled Student Services at (657) 278-3117 or stop by University Hall 101.

Bicycles

Riding of bicycles is prohibited on all pedestrian walkways of California State University, Fullerton. Bicycles are to be walked on all University sidewalks, walkways and within the quad areas. Bicycles may be operated on streets and designated bike routes but may not be operated at a speed which exceeds the University speed limit for vehicles (15 miles per hour). Designated bike routes will be clearly marked.

Skateboards, Roller and Inline Skates

The use of skateboards, roller and inline skates, and scooters is prohibited upon the grounds or in buildings of California State University, Fullerton.

Exemption Procedures

If you have a parking permit, but have left it in another vehicle, or have forgotten to hang it, notify Parking and Transportation Services immediately. Your vehicle will be placed on an omit list, and you will be excused from displaying a permit for that day. You are allowed 2 omits per month.

Alternative Transportation

Avoid the parking CRUNCH! Don't spend your valuable time hunting for a parking space. Enjoy a stress free commute to campus by taking advantage of alternate transportation programs available to students.

◆ *University Pass (U-Pass)*

Ride any OCTA bus for FREE! The U-Pass program is designed to get you to campus and back without the hassle. It is available to eligible CSUF students, faculty, and staff with a valid TitanCard. Just swipe your TitanCard through the farebox inside the bus, and your fare is automatically paid on all local routes. It's

easy. It's convenient. And best of all, it's FREE. TitanCards must be encoded for the U-Pass program. For more information visit the Parking and Transportation Services website, <http://parking.fullerton.edu/>. Schedules are available in lobbies of the Titan Student Union, Langsdorf Hall, and the Parking & Transportation office. Call (657) 636-RIDE for additional bus route information.

◆ *Transit Reimbursement Program*

Eligible students who live outside Orange County and use the Los Angeles County bus system (Metropolitan Transportation Authority – Metro) or other transit services that connect with OCTA bus routes can be reimbursed 59% to 100% of the monthly cost.

◆ *Metrolink*

If you are coming to the university from the Los Angeles, South Orange, Riverside, San Diego, or San Bernardino counties, the quickest commute may be by train. OCTA buses provide free transportation to and from the Fullerton Transportation center and Anaheim Canyon train stations. Students may be eligible to purchase a 25% discounted Metrolink 10-trip or monthly pass. Students without parking permits may receive an additional 25% discount! Plus, Metrolink monthly pass holders can now board Amtrak trains! If you are unsure about the Metrolink, try it for free. Visit Parking & Transportation Services for more details.

◆ *Carpools*

Plenty of parking is available for students that carpool. A minimum of two registered Cal State Fullerton students per vehicle and a valid CSUF permit is required to receive a complimentary carpool permit. Registration is limited and restrictions apply. Visit the Parking & Transportation Services website at: <http://parking.fullerton.edu/>. Cal State Fullerton students can also post carpool needs and find a carpool partner online.

STUDENT ACADEMIC SERVICES

(657) 278-2484, University Hall 138

www.fullerton.edu/academicservices

The mission of Student Academic Services (SAS) is to create an environment where all students have the opportunity to succeed. SAS is committed to serving a diverse population while providing students with a rich educational experience.

Our programs give particular attention to the educational needs of low income and first generation college students to ensure that they have the services available to them to successfully complete their college education. The following programs are administered by SAS:

Center for Academic Support in Engineering and Computer Science (CASECS) – Computer Science 201

(657) 278-3879

Designed to recruit, train and graduate students. CASECS offers assistance in the following areas: admissions and matriculation; orientation courses; summer orientation; study center; tutoring; academic counseling; student organizations; professional development through industry workshops; field trips; internships; scholarships and incentive grants.

Educational Opportunity Program – University Hall 231

(657) 278-2784

Charged with improving the access and retention of low income and educationally

disadvantaged students, EOP provides admissions and financial aid information to help students complete the admissions process.

Intensive Learning Experience (ILE) – University Hall 234

(657) 278-7236

Primarily serves students who score in the lowest quartile on the English Proficiency Test and/or the Entry Level Mathematics Examination.

Project Reclaim – University Hall 134

(657) 278-2288

Project Reclaim has been designed to increase *the identification, recruitment, access, and academic retention* of African American males. The intent of this program is to develop an educational culture in the schools and communities in this region, which serves African American males, to achieve successful university matriculation.

Student Diversity Program – University Hall 183

(657) 278-4575

Designed to address the low retention and graduation rates of at-risk students by improving their use of on-campus academic support services.

Student Retention Services – University Hall 143

(657) 278-2288

Provides a variety of educational support services to students including: academic advising, personal counseling referrals, basic skills workshops, individual and/or small group tutoring, and career exploration workshops.

Student Support Services – University Hall 179

(657) 278-5210

Offers numerous programs to help students improve their academic performance.

Summer Bridge – University Hall 143

(657) 278-2288

Offers certain recent high school graduates, who have been accepted to CSUF, the opportunity to become acclimated to the rigors of college during an intense six week summer live-in program prior to their first fall semester. Students attend college classes while in residency as well as become acquainted with their peers, the campus, and what the campus has to offer.

Testing Services – University Hall 229

(657) 278-3838

Testing Services provides information and registration materials and serves as a testing site for several national, statewide and institutional testing programs that are required for admission to the university, placement in classes, and graduation.

STUDENT HEALTH AND COUNSELING CENTER (SHCC)

The Student Health and Counseling Center is located on the north side of campus, between the Kinesiology and Health Science (KHS) building and the Ruby Gerontology Center (RGC).

Student Health Services

(657) 278-2800

www.fullerton.edu/shcc

Hours of Operation: Monday - Friday, 7:45 am - 5:00 pm; last appointment time is 4:15 pm daily; the center opens at 9:00 am on Thursdays

Currently enrolled students can receive basic health services at no charge. Staffed by physicians, nurse practitioners and other healthcare professionals, the center:

- ◆ provides basic medical care,
- ◆ houses a laboratory and x-ray facility,
- ◆ includes a pharmacy which dispenses prescriptions and over the counter medications,
- ◆ provides specialty services including acupuncture, chiropractic, orthopedics, optometry, and psychiatry,
- ◆ houses a cutting edge physical therapy department providing rehabilitation as prescribed by a center provider,
- ◆ promotes health education in classes and by individual appointments, including nutrition consultations and reproductive health orientations, by trained health educators,
- ◆ offers the Hepatitis B, MMR, and travel immunizations at a reduced fee.

To make an appointment, call (657) 278-2800 or go online and use the Student Portal.

In case of emergencies, please call 911. Student Health Services is not equipped to provide emergency medical care. A listing of local emergency and after-hours facilities is located outside the entrances to the Student Health and Counseling Center buildings, as well as online at www.fullerton.edu/shcc. Students are financially responsible for services rendered at any off-campus facility.

Counseling and Psychological Services (CAPS)

(657) 278-3040, Student Health & Counseling Center – East

www.fullerton.edu/shcc/CAPS

Monday - Friday, 8:00 am - 5:00 pm; CAPS opens at 9:00 am on Thursdays; late afternoon and early evening groups are also offered.

CAPS is located in the Student Health and Counseling Center – East building, to the right of Student Health Services. CAPS offers free and confidential brief counseling, assessment and referral, and crisis intervention designed to assist currently enrolled Cal State Fullerton students with personal or psychological problems that interfere with their educational progress. Students seek counseling for depression, anxiety, stress symptoms, relationship issues, identity concerns and family problems. On-going therapy groups help students cope with stresses and relationship issues. CAPS is staffed by mental health professionals, including Licensed Psychologists, Marriage and Family Therapists, Counselors and a consulting Psychiatrist. Students are seen for initial, brief screenings immediately.

CAPS also provides a variety of workshops, training, and class presentations focusing on mental health and development issues such as transition and change, acculturation, stress management, substance abuse, eating disorders, and suicide prevention. CAPS staff members are available for consultation with students, university departments, student organizations and groups.

Appointments

Call (657) 278-3040 or come by the office during business hours (Monday - Friday, 8:00 am - 5:00 pm). For mental health emergencies after business hours, call 911.

STUDENT LIFE PROGRAMS

(657) 278-7622, Titan Student Union 247

Part of the experience that comes with college life is the many opportunities that you will have to develop a record of achievements and accomplishments, both in and outside the classroom. While you are a student you can engage in campus activities that will

contribute to your overall learning. These experiences can also benefit you as you prepare for your professional career. There are many possibilities for getting involved on campus. We know your participation will allow you to:

- ◆ Make a positive difference on campus and in the community.
- ◆ Contribute to developing your leadership skills and prepare you for future leadership positions.
- ◆ Experience networking opportunities and interact with faculty, staff, alumni, and business and community leaders.
- ◆ Make social connections and life long friends.
- ◆ Gain exposure to potential career fields and learn about the skills needed for success.
- ◆ Enhance your resume, to increase your employment opportunities.

The Student Life office offers programs and services that will help you Get Involved!

Student Organization Resource Center (SORC)

The SORC has a list of various clubs and organizations and their contact information. Want to start your own club or organization? Check out our website and the club and organization directory for the most up-to-date clubs and organization information www.fullerton.edu/deanofstudents/clubs_and_orgs or visit the Student Organization Resource Center in TSU-247 or call (657) 278-7622. Look for Discoverfest at the beginning of each semester to visit with club and organization members.

Sports Clubs Inter Club Council (SCICC)

The Student Life office also assists with the CSUF sports clubs. The sports clubs at CSUF compete on an intercollegiate level and are committed to demonstrating excellence in student organization development and sports competition. The SCICC serves as the governing council for all sports clubs at CSUF. The council is comprised of representatives from each of the sports clubs on campus including: Equestrian, Men's and Women's Lacrosse, Volleyball, Water Polo, Rugby, Bowling, Ultimate Frisbee, Table Tennis, Tennis, Cricket, Archery, Paintball, Racquetball, Ice Hockey, Sailing and Ski and Snowboard.

A Co-Curricular Education (ACE)

Programs and services coordinated through the Student Life office are designed to assist students in the development of skills and abilities that will contribute to the preparation of their academic pursuits and career interests. A Co-curricular Education (ACE) website is available to assist you in managing your involvement using a recommended model. ACE is your link to a 5 step process which will help you document and develop skills for your career, graduate admission and future career. You can utilize ACE at any time during your CSUF experience. It will contribute to your employment marketability and your future success. To get started on your ACE experience visit our website at www.fullerton.edu/deanofstudents/studentlife/ACE.

Volunteer and Service Center (VSC) TSU Suite 1

The Volunteer & Service Center, located on the plaza level of the Titan Student Union, provides opportunities for student participation in community service and leadership in community service projects and in-service learning that benefits students and the broader community. Give back to your community and broaden your knowledge and experience by volunteering! There are many opportunities available both on-campus and in the community that will greatly enhance your personal growth and development. The Volunteer & Service Center (VSC) can help you find the right fit. Whether you're interested in working with children as a tutor or mentor, helping protect the environment, serving the homeless and needy, working in health-related fields, and you want to make a difference, the VSC can help. You can also take advantage of the VSC's leadership

opportunities by becoming a Project Director for one of our many service projects. This experience will provide you with skills that will contribute to your career potential.

Are you interested in engaging in advocacy or activism in order to make social change? The VSC coordinates Students ACT (Advocating Civic Transformation), which is focused on educating students on important social and political issues and empowering them to take action in order to change our world. Students ACT coordinates an annual Social Justice Student Summit. If you have a passion for addressing some of our social and political ills, contact the VSC to learn how you can join the planning committee. "Hey! It's Your World...Change It!"

ASI Elections

Our office assists with the advisement of ASI Elections. Another form of campus involvement includes being a candidate for campus leadership positions through your student government. Get involved in a key leadership position on campus with Associated Students, CSUF, Inc. ASI Elections are held each semester either for the President/Executive Vice President team of your choice or the Board of Director for your College that will represent the interests of your college. Voting takes place at polling stations throughout campus.

A Note of Caution:

Cal State Fullerton values the many contributions that our student organizations contribute to campus life. There is an expectation that groups who receive recognition from the university are committed to representing their purposes honestly and respecting the rights of their members. In contrast, before joining any groups or organizations, be sure to be cautious of some or all of the following methods or characteristics of an organization.

- ◆ **PRESSURE AND DECEPTION:** The organization uses high pressure recruitment tactics or is not up-front about their motives when they first approach you.
- ◆ **TOTALITARIAN WORLDVIEW:** They do not encourage critical, independent thinking. In contrast, higher education aims to enable students to think for themselves. Be aware of groups or leaders who try to control your life or who claim to possess the truth exclusively.
- ◆ **ALIENATION:** They want to choose your friends for you. Watch out for groups that encourage you to sever ties with close friends and family who do not belong to their group. Such groups employ unethically manipulative techniques of persuasion and control, and they should be avoided.
- ◆ **EXPLOITATION:** They make unrealistic demands regarding your time and/or money. If participation in a group takes away significantly from your study time, beware. A group or leader who cares about you understands that your studies represent your future and are thus your first priority as a CSUF student.

If you feel that you are being pursued aggressively or pressured to engage in an act or activity that violates university codes of conduct or inappropriate, or if you have any concerns about a group, do not hesitate to contact any Dean of Students Office staff member.

TITANCARD

(657) 278-3555, Library Circulation Desk

www.fullerton.edu/it/Services/Titancard

The TitanCard is an all-purpose card that will serve as your student identification and allow you to:

- ◆ Check out library materials

- ◆ Use the Student Health and Counseling Center
- ◆ Use the Career Center
- ◆ Gain admittance to campus-sponsored events and activities
- ◆ Purchase discounted movie tickets
- ◆ Access campus computer labs
- ◆ Ride the OCTA bus for free

TitanTender - pre-deposited declining balance account that can be used to make purchases on campus for books, food, supplies, fees, etc. The TitanCard allows you to spend only the amount you have on deposit, and the purchase amount will be deducted from your current balance when you swipe your card. TitanTender does not earn interest, charge monthly service fees or annual dues.

For cardholders who choose to open an account at U.S. Bank, the TitanCard will double as your ATM card on and off campus, and can be used as a debit card at merchants that accept Visa PIN debit.

TITAN RECREATION

(657) 278-PLAY, Student Recreation Center

titanrecreation.fullerton.edu

Titan Recreation, a program of the Titan Student Union, serves the California State University, Fullerton campus community (students, faculty, staff and alumni) through a variety of recreational, educational and social opportunities. Programs and services include Intramural Sports - featuring recreational and competitive leagues and tournaments; Drop in Fitness - a comprehensive group exercise program; Personal Training; Certification Courses - including First Aid, CPR, AED, and Lifeguard classes.

Student Recreation Center

The 95,000 square foot center opened in March 2008 and includes a three court gymnasium with an elevated jogging track, two racquetball courts, a rock wall, a dance studio, a martial arts studio, the Harvey McKee Fitness Studio, an indoor cycling studio, and an outdoor pool. In addition, 17,000 square feet are dedicated to cardio and strength training equipment featuring over 150 pieces to accommodate a variety of workout options.

TITAN SHOPS - UNIVERSITY STORE

(657) 278-3418

bookstore.fullerton.edu

(1) Titan Shops is more than just a bookstore. In addition to textbooks, you will find study and reference books, stamps, catalogs, Scantrons, clothing, school supplies, calculators, and electronics. Titan Tech is where you can check computers out with the last technology; including great deals on iPods and accessories. Snacks and sundries can be found in the Titan Express convenience store. The SchoolsFirst Federal Credit Union (SFFCU) offers accounts to faculty and staff; and Titan Coffee featuring Starbucks coffee and FREE internet access. When shopping at Titan Shops you can use cash, check, credit card, TitanCard or an ATM card for your purchases. Gift cards are available.

(2) Besides the convenience store at Titan Shops, we have the Brief Stop located in Langsdorf Hall and The Yum located in the Titan Student Union; both are mini convenience stores! You can purchase test-taking materials, school supplies, health and beauty aids, schedules, catalogs and a wide selection of snacks; all conveniently located

in a store close to your classes. The Hungry Titan & Titan Shops II, your residence hall convenience store, is conveniently located directly across from the residence hall office offering dorm supplies, stamps, frozen foods, snacks, beverages, health & beauty aids, Scantrons, gifts, clothing, catalogs, computer and office supplies. You can even pick up your online textbook order.

(3) Irvine Campus, Titan Shops is located at the Irvine Campus in IRVC1-220. School supplies, testing materials, gifts, apparel and cards are in this mini bookstore. At the beginning of each semester, we will expand our selection of merchandise to include all the necessary textbooks for classes offered at the Irvine Campus.

(4) Titan Shops continues to work hard to ensure that students get the most choices when selecting course materials. Choose between New and Used textbooks, even digital and rental options are available. Used books save students 25%, while digital versions save 40% and renting saves up to 65%. Do not forget about our lowest price guarantee, which ensures the lowest price or you will get the difference plus 25% in cash.

(5) Do not forget that Titan Shops is open 24/7 online for ordering textbooks, dates of promotion, sales, bookstore author signings, computer software and hardware, school supplies, clothing and current hours of operation.

TITAN STUDENT UNION

(657) 278-2468

tsu.fullerton.edu

The Titan Student Union (TSU), a program of the Associated Students, CSUF, Inc., is the campus center for social, cultural, recreational and academic programs and services. Check out the TSU for a place to study, eat lunch, relax, and much more! Some of the many programs and services offered throughout the TSU include:

Arts Program

The TSU encourages artistic awareness by coordinating short-term student and community exhibits in the Center Gallery, Chapman Atrium, and Plaza Gallery as well as displaying more than 50 pieces of student artwork throughout the building.

ASI Human Resources

Looking for a job? Visit TSU-227 for a list of part-time job opportunities for students.

ATM's

Make a deposit or withdraw cash from Bank of America, SchoolsFirst Credit Union, Chase, Wells Fargo or U.S. Bank.

Food Services

The main level food court offers a variety of choices including Togo's sandwiches, Busy Bee Asian cuisine, Green Burrito Mexican cooking, and Juice It Up! featuring fresh fruit smoothies. Visit the lower level of the TSU for pizza at the Pub or Italian cuisine at the Garden Café.

Graphic Services

Creative graphic designers produce brochures, logos, flyers, posters, and banners in the lower level of the TSU. Banner making supplies, poster mounting, and a self-serve printing lab are also available.

Information and Services

Need directions, campus information, or discounted tickets to local theme parks, movies and attractions? Stop by the TSU Lobby for these services and more.

Lounge Areas

The many lounge and study areas throughout the TSU offer a comfortable place to study, relax, or check your email. The TSU offers wireless Internet access throughout the building and there are also email stations located in the lounges.

Mainframe Computer Lounge

Check your email or type a paper in this contemporary computer lounge that also offers a selection of current magazines, headphones, and popular CDs for checkout.

Titan Bowl & Billiards

With an eight lane bowling center, video arcade, billiards area, and big screen TV lounge, the lower level of the TSU offers fun and entertainment between or after classes. There are several tournaments and special events held throughout the year. Visit <http://titanbowl.fullerton.edu> for the latest information.

Titan Pride Center

Want to get connected to the college experience? Find out what events are going on, how to get involved, be a part of special promotions and giveaways, learn a little campus history, and more!

TSU Governing Board

The Titan Student Union is governed by a student-majority board, which develops policies on issues ranging from operating hours to services offered. The TSU Governing Board is a great leadership opportunity for students to get involved and gain valuable skills. Call (657) 278-3085 to learn how to get involved.

University Conference Center

This center coordinates all meetings and events in the TSU facilities for student organization meetings, workshops, banquets, dances and other social or academic events.

Yum Convenience Store

For those on the go, the Yum in the TSU lobby is the place to purchase snacks, school supplies, bottled drinks, magazines, and more!

UNIVERSITY HONORS AND SCHOLARS CENTER

(657) 278-7440, Pollak Library North 120

www.fullerton.edu/honors

The University Honors and Scholars Center offers a unique, comprehensive program to challenge and motivate outstanding students throughout their university experience. Support is provided in the areas of outreach and recruitment, orientation, program management, and special university events.

The University Honors Program

Designed to create an enriched learning environment for academically talented students, this program offers special seminars, high interaction with excellent faculty, and the opportunity for students to enhance their leadership abilities by actively participating in the Honors Student Advisory Committee or as members of the Honors Board. In order to graduate with University Honors, a student must: be accepted into the University Honors Program; complete 24 units of honors coursework; achieve a minimum grade-point average of 3.5; and complete a senior honors project.

Interested students must apply directly to the Honors Program. Applications are accepted for all incoming students in the spring for the following fall. Transfer students should complete some honors credit at their transfer institutions. Spaces are available for spring admission into the program.

The University Honors & Scholars Center exists to include students in the joys and

challenges of intellectual inquiry. We are devoted to nurturing this experience both inside and outside the classroom.

UNIVERSITY LEARNING CENTER

(657) 278-2738, POLLAK LIBRARY NORTH, 2ND FLOOR

www.fullerton.edu/ulc

Hours: Monday - Thursday, 8:30 am - 7:00 pm; Friday, 8:30 am - 12:00 pm

Everyone is invited to visit the University Learning Center (ULC). The services that the ULC provides to CSUF students include tutoring for various subjects, workshops, online tutoring, and collaborative learning groups. Our tutors help students organize their essays, create presentations, and solve equations through effective methods that enhance the student's class-acquired knowledge.

We also offer online writing tutoring. Students may submit their written work for online tutoring at www.fullerton.edu/ulc and receive feedback from a writing tutor regarding organization, structure, and grammar; students can generally expect a response within two to three days after submission. For tutoring appointments, call (657) 278-2738.

UNIVERSITY POLICE

(657) 278-2515 (non-emergency); 911 (emergency), UPD

Monday - Sunday, 24 hours a day, including holidays

The University Police Department provides law enforcement and safety-oriented services for California State University, Fullerton. Vested with full law enforcement powers and responsibilities identical to local police departments in the community, our officers meet training requirements mandated by the California Commission on Peace Officers Standards and Training, and the department has been accredited by the Commission on Accreditation for Law Enforcement Agencies. University Police officers are responsible for investigating crimes, issuing traffic citations and responding to medical and fire emergencies and traffic accidents, as well as other incidents that require police assistance. You can reach the University Police by dialing 9-1-1 from a campus or cell phone.

Services provided include:

- ◆ Crime prevention presentations on personal safety, and awareness programs to include rape prevention, narcotics, alcohol, stalking and identity theft to better educate the campus community about crime prevention.
- ◆ RAD – Rape Aggression Defense classes which teach women rape prevention and avoidance strategies, as well as self-defense techniques.
- ◆ Escort Service – provided for your safety during the evenings and throughout the night by the Community Service Officer Program.
- ◆ Live-Scan Fingerprinting – available Monday through Saturday.

The campus security report and crime statistics for the past (3) calendar years are available online at police.fullerton.edu or by requesting a copy at the University Police Department. The University Police will issue timely warnings to the campus community on crimes considered to be a threat to students or employees.

Remember, crime prevention is citizen awareness and participation. It is a willingness to look out for one another, to report suspicious activities immediately to the University Police, and to be involved in the safety and security of the Cal State Fullerton campus.

VETERANS STUDENT SERVICES

(657) 278-8660, University Hall 214

www.fullerton.edu/veteransupport

Monday - Friday, 8:00 am - 5:00 pm; Evenings by appointment

Veterans Student Services (VSS)

Veterans Student Services (VSS) is dedicated to issues of student veterans, seamless transition into the university and successful completion of educational goals. VSS assists veterans in successfully navigating the academic environment through guidance, support services and resources.

Transitioning from military life to university life presents challenges and stressors not experienced by the general university population. VSS is committed to providing personalized services to veterans from orientation to graduation.

Services, Programs and Resources

- ◆ Veterans welcome event
- ◆ Support counseling and guidance
- ◆ Veterans discussion groups
- ◆ Workshops and special events
- ◆ Veterans career connections and internships
- ◆ On and off campus resources and referrals
- ◆ Veterans Helping Veterans (Peer Mentoring Program)

We invite you to come in and visit our center. Please call the center for evening hours.

WOMEN'S CENTER

(657) 278-3928, University Hall 205

Monday - Wednesday, 8:00 am - 7:00 pm; Thursday & Friday, 8:00 am - 5:00 pm

The Women's Center provides services, and educational opportunities for the purpose of disseminating information on the status of women and men in society today. The center is a supportive place to have informal discussions, meet new people, and receive and share information. The center provides an extensive series of workshops and seminars on issues and information on women each semester. The Cal State Fullerton/WSU Taskforce on Domestic Violence provides education and programming on violence against women with a focused concern on decreasing the incidence of domestic violence. Additional services include counseling, sexual harassment advocacy, speakers, films, resource information and referrals, and growth oriented support groups.

CAMPUS POLICIES & PROCEDURES RELATED TO STUDENT LIFE

All California State University, Fullerton students are expected to be aware of and educated about relevant campus policies and procedures governing their membership in the academic and co-curricular communities at California State University, Fullerton. Every student is encouraged to thoroughly review his/her Student Handbook (www.fullerton.edu/handbook), the University Catalog (www.fullerton.edu/catalog), the university website (www.fullerton.edu), and the Associated Students, CSUF, Inc. website (asi.fullerton.edu). In addition, all University Policy Statements (UPS) are available for review in the Academic Affairs office (www.fullerton.edu/senate). Questions about university policy related to students can be directed to the Dean of Students Office, (657) 278-3211, Titan Student Union 235. The following are selected policies that govern the general student body.

STUDENT RIGHTS AND RESPONSIBILITIES

Introduction

Our colleges and universities bear a special obligation to serve as exemplars of respect for individuals. Such respect underlies the trust relationship that is the foundation of our free institutions. Such respect must also underlie the university-student relationships if both are to progress. Such a relationship cannot thrive when insufficient attention is given to the issue of students' rights and responsibilities.

The Student Rights and Responsibilities rely heavily upon the concept that the student-faculty relationship is a partnership that is one of co-learning toward common objectives. The University believes that our community of learning has an equal responsibility to all of its members; indeed it cannot exist without the contribution of each.

The following rights and responsibilities will mean nothing unless a relationship of trust exists among the students, administration, and faculty of California State University, Fullerton.

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the intellectual growth of their members, 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 critical judgment and to engage in a sustained and independent search for truth. Since freedom of inquiry and expression are meaningless if freedom of expression does not include freedom to act, the academic community must not only permit but should also encourage all forms of action which do not interfere with the rights of other individuals or groups or with the essential functions of the academic community.

An academic community which fosters freedom may find itself in conflict with other segments of society, for freedom stimulates the passion for creation, experiment, and change. Only by choosing the course that vigorously defines rights and freedom while maintaining responsibilities can a university truly keep its pledge to the scholars of the past and to those of the future.

The relationship between California State University, Fullerton and its students must be viewed in the light of the function of the university to transmit to its students the civilization of the past, to enable them to take part in the civilization of the present, and to contribute to the civilization of the future.

In this great pursuit, the student must be viewed as an individual who is most likely to attain maturity as a critical thinker, if left free to make personal decisions and to exercise the rights, as well as shoulder the responsibilities, of citizenship on and off the campus.

It is the policy of California State University, Fullerton to create and maintain an environment that values diversity, respects human dignity, is hospitable, equitable, and tolerant, and in which all persons are free from all forms of invidious discrimination or discriminatory harassment.

California State University, Fullerton challenges and summons its students, faculty, staff and administration to promote a hospitable and equitable learning environment for all persons; asserts that tolerance for diversity shall be the norm for behavior on the part of all who are present on the campus; discourages the use of derogatory or disparaging language and other forms of expression; and, particularly, condemns those who insult persons on the basis of race, ethnicity, national origin, ancestry, citizenship, religion, creed, sex, sexual orientation, marital status, age, disability, or veteran status.

This document provides a statement of general policy concerning the rights and responsibilities of students. The rights enumerated in this document are not to be interpreted as excluding other rights commonly accepted in the academic community. The responsibilities outlined in this document are not to be interpreted as the sole responsibilities of a CSUF student. Other official university documents such as the *University Catalog*, course schedule, and student handbook also outline student responsibilities and rights.

Rights

1. Right of Freedom of Expression

- a. Every aspect of the educational process should promote the free expression of ideas. Students are free to pass resolutions, distribute leaflets, picket, circulate petitions, discuss, and take other lawful action respecting any matter, which directly or indirectly concerns or affects them, subject only to reasonable time, place and manner considerations.
- b. Students have the right of freedom of speech and assembly. They may publicly assemble to demonstrate support for or opposition to causes or candidates. University control of campus facilities shall not be used to prevent the free exchange of ideas. The prescribed areas of public assembly shall not be isolated from the natural gathering points of the University.
- c. Students free to invite and hear speakers of their choice.
- d. Students are free to express reasoned verbal exception to the data or views offered in courses of study and to reserve personal judgment as to the truth or falsity of what is presented.

2. Right of Fair and Equal Evaluation

- a. Students have the right to a just measurement of their performance by the professor. Instructors shall take no action to penalize students because of their opinions or because of their conduct outside the classroom. This right holds also for such matters as confidential evaluations, consideration of advancement to degree candidacy, and continuance in a major.
- b. Students shall have protection through orderly procedures against prejudiced, capricious or arbitrary academic evaluation. The method of grading by professors shall be made known to students. Students can expect that faculty will be willing to explain and discuss any grade, and students have the right to appeal any grade.

3. Right of Input into University Governance and Instructional Programs

The functioning of the educational community requires an awareness of mutual responsibility, understanding, trust, and respect in order that all its members may actively contribute to the development of policies and programs. This purpose shall be achieved through continuous cooperation within the educational community.

- a. Students shall be free individually and collectively to express their views on issues of institutional policy and on matters of interest to the student body. Students are guaranteed the right of participation in those aspects of university governance which relate to the interests of the student body.
- b. Students shall have an active voice in (1) the making of University policy and procedure affecting their co-curricular activities or academic affairs, and (2) the formulation and implementation of standards of student conduct.

4. Right of Free Association

Students are free to organize and join associations to promote common interests. Affiliation with an extra-mural organization will not disqualify a student organization from University recognition.

- a. Student organization leaders have the right to determine the role of the faculty or staff advisor and to describe this role in appropriate governing documents. Student organizations that wish to access a certain level of privileges may be required to have a faculty or staff advisor. However, it should be noted that advisors will not be held responsible for organizational activities over which they do not have authority or control.
- b. Institutional recognition will be granted to all student organizations provided stated goals and proposed activities are legal and consistent with University rules and regulations.
- c. Student organizations shall not be required to submit a list of membership. A list of formal representatives of the organization is required for informational purposes only.
- d. Student organizations shall be open to all students without respect to race, religion, gender, age, national origin, disability, or sexual orientation, except for religious qualifications, which may be required by organizations whose aims are primarily sectarian. Greek-letter social organizations are exempt from the gender discrimination provision as per federal law.
- e. Student organizations may be held accountable for the individual actions of their members if such acts are directly related to the student organization or if other student organization members were aware of the acts and did not take appropriate action to stop or prevent them.

5. Protection Against Improper Disclosure

- a. Information about student views, beliefs, and political associations which University employees acquire privately in the course of their work as instructors, advisors, and counselors shall be considered confidential. Since improper disclosure of this information could have a damaging effect to the environment of free inquiry and expression necessary to quality higher education, protection against improper disclosure of confidential information regarding students is a professional obligation of faculty members and administrative staff.
- b. Student records will be released only under legal compulsion or the written request of the student involved. If records are subpoenaed, the student shall receive the same information and the name of the subpoenaing agency.
- c. Information from student educational records will be considered confidential in accordance with the Family Educational Rights and Privacy Act.
- d. When a student has been found responsible for a violation of University standards through Judicial Affairs, a disciplinary record (separate from the student's academic record) will be maintained in a confidential file in the Dean of Students Office, Judicial Affairs, for a minimum of seven years. If a student is suspended or expelled from the University, the file shall be kept permanently. Probation and

suspension are noted on the student's academic record during the term of the probation or suspension. A permanent notation will be made on the student's academic record if he or she is expelled from the University. If a student is found not responsible, all files will be purged.

Disciplinary records are considered education records under the Family Educational Rights and Privacy Act and as such can only be released in accordance with those regulations.

6. Right of Use of Facilities and Resources

- a. Student organizations shall be provided access to the campus' resources and facilities in accordance with the policies and procedures specified in the Facility Use Manual and other Campus Policy.
- b. Campus facilities will be made available to all recognized student organizations on a non-discriminatory basis.

7. Right of Access to Relevant Education

- a. Students are entitled to an atmosphere conducive to learning and to equitable treatment in all aspects of the teacher-student relationship. Faculty must be mindful of the potential intimidating effect in the unequal power relationship between teacher and student. Faculty members shall not refuse to enroll or teach students on the grounds of their beliefs or the possible uses to which they may put the knowledge gained in a course. The student shall not be forced by the authority inherent in the instructional role to make particular personal choices as to political action or his/her own part in society.
- b. Students have the right to expect appropriate instruction under the guidance of the instructor at the times scheduled except in mitigating circumstances. Repeated nonperformance or repeated lack of preparation by the instructor violates this right. Teaching plays a primary role in the advancement of learning. Students have a vested interest in the nature and quality of instruction; therefore, their evaluation of teaching shall be a criterion considered in faculty promotion and tenure. Freedom to teach and to learn implies that faculty members have the right to determine the specific content of their courses within the established course definitions, and have responsibility not to depart significantly from their areas of competence or to divert significant time to material extraneous to the subject matter of their courses.

8. Right to Freedom of the Press

- a. It is the right and duty of the communications media on this campus to present news, opinion, and editorial comment and to provide a forum for the free exchange of ideas. At the same time, individuals operating and individuals contributing to these media are bound to recognize that these rights are to be practiced within the limits of prevailing law, University policies, and the canons of journalism.
- b. Students using media, such as broadcasting, film, and print, including pamphlets, handbills and circulars are guaranteed freedom from censorship. Those originating communications should be left free to exercise their own best judgment in the selection of materials. Neither a faculty member nor an administrator should exercise veto power over what may be disseminated.

9. Right of Due Process

- a. The student shall have the right of due process.
- b. Disciplinary actions against students are governed by the *Executive Order No. 628 Student Disciplinary Procedures for the California State University*.
- c. The student shall be considered innocent until proven responsible for a violation of University Standards. The status of a student in most cases will not be altered and

disciplinary sanctions will not be initiated until completion of the disciplinary process. However, interim action may be initiated by the President, where there is reasonable cause to believe that it is required to protect safety or property and to ensure the maintenance of order.

- d. Activities of students may result in violations of the law, and students who violate the law may incur penalties prescribed by civil authorities. However, the University reserves the right to review such incidents independent of action by civil authorities, recognizing that the University's authority and its disciplinary process serve its educational mission and interest, a function separate from action by civil authorities.

Responsibilities

A. The University

It is the responsibility of the University faculty and administration to act in a manner which benefits the students at California State University, Fullerton. It is also their responsibility to uphold the rights of students and to obey the letter and the spirit of such rights.

If any student has evidence a member of the faculty or administration acts in a way which violates students' rights as addressed in this document, the student is urged to consult first with the faculty/staff member, if appropriate. If necessary, the student should then consult with the appropriate supervisors or administrators at higher levels of responsibility. If the student is not satisfied with the results of this consultation process, he/she may request a hearing before the Student Academic Life Committee. This Committee will make its recommendations on the merits of the case and on subsequent actions to the appropriate Vice President(s).

It shall be the responsibility of the Office of the Vice President for Student Affairs and the Dean of Students Office to disseminate this policy. It shall be understood that these offices will develop more specific guidelines and procedures to administer and monitor the intent of this policy.

B. Students

Just as students have rights in the academic community, they also have responsibilities. Students' rights exist primarily to meet their educational responsibilities.

All students are expected to be responsible for their own learning. They therefore must be aware of university requirements and policies concerning academic procedures including prerequisites for courses, deadlines for withdrawing from class, etc. They should also consult appropriate faculty and staff to assist in accomplishing their academic goals.

In order to be current with policies and procedures, students have a duty to keep their personal data with the University up to date.

Since the University exists within the framework of a larger community which expects its members to conform to civil and criminal laws without special privilege, students whose actions are reviewed by outside authorities may be held accountable under both the University's jurisdiction and such other legal process.

1. Responsibilities: Right of Freedom of Expression

- a. Students' are expected to exercise free expression in a context of common sense and good judgment.
- b. Students' actions should not interfere with the rights of others or the function of the University.
- c. Students are expected to respect the intellectual views of faculty and the reasoned process of academic debate.

2. Responsibilities: Right of Fair and Equal Evaluation

- a. Students are expected to evaluate faculty and student team members fairly and responsibly. Anonymous evaluations must solely focus on academic criteria and not on the basis of opinions and conduct in matters unrelated to academic performance.

3. Responsibilities: Right of Substantial Input into the Determination of University Governance and Instructional Programs

- a. Students have the responsibility to participate fully in University governance, including serving on Campus Committees and voting in ASI elections. In undertaking such responsibilities, students must conduct themselves appropriately and abide by established procedures.
- b. Students who serve on university committees are expected to be informed fully about their duties and relevant issues.

4. Responsibilities: Right of Free Association

- a. Student organizations' goals and activities must be consistent with University standards, policies, and legal requirements.
- b. It is the responsibility of student organizations to make clear in their public expressions that they speak only for themselves.
- c. Student organizations may be held accountable for the acts of their members if such acts are directly related to the student organization or if members were aware of the acts and did not take appropriate action to stop or prevent them.

5. Responsibilities: Protection Against Improper Disclosure

- a. Students have a responsibility to protect any student information which they may receive in the course of any position at the University.
- b. Students have a responsibility to keep confidential any information that they may obtain that is protected under relevant privacy law and policies.

6. Responsibilities: Right of Use of Facilities and Resources

- a. Student organizations and individual students must utilize university facilities and resources in a responsible manner that forwards the educational mission of the University.
- b. Student organizations and individual students may be held financially responsible for any damage incurred by the use of University facilities.

7. Responsibilities: Right of Access to Relevant Education

- a. Students have the responsibility to seek academic advisement throughout their enrollment at the University.
- b. Students are expected to learn the material in each enrolled class, and master the skills required to meet their educational goals
- c. Students are expected to be adequately prepared for class.
- d. It is the responsibility of the student to meet appropriate standards of academic performance and classroom conduct as stated by the instructor.
- e. Students are expected to demonstrate competency in analytical and critical thinking, as well as effective oral and written communication.
- f. Students share responsibility for monitoring standards of academic performance and classroom conduct conducive to the learning process.
- g. It is the shared responsibility of students to uphold the academic integrity of the university.
- h. Students may not interfere with or disrupt the learning and teaching environment.

8. Responsibilities: Right to Freedom of the Press

- a. Students operating and contributing to campus media must recognize that their rights must be practiced within the limits of the law and the canons of journalism.

9. Responsibilities: Right of Due Process

- a. Students are expected to know and abide by the University's standards of behavior as articulated in the Student Handbook and in related policy statements.
- b. In the University, as elsewhere, ignorance is not an acceptable justification for violating University standards.
- c. Students are responsible for understanding their rights in disciplinary matters and consulting with appropriate staff members.

In addition to the specific responsibilities arising in connection with these rights, students bear a general responsibility to support this institution's effort to maintain a spirit of free inquiry and respect for the rights of others. This responsibility arises from the fact that students are the present beneficiaries of that traditional spirit and are best positioned to preserve, improve, and transmit it to future generations. This responsibility imposes a duty on students not only to refrain from conduct which obstructs such effort of the institution but also to support those aspects of institutional discipline designed to deter or prevent such conduct.

UPS 300.000

Effective: October 7, 2004

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

President's Directive No. 17

I. Directive

The Family Educational Rights and Privacy Act ("FERPA") and California State University Executive Order 796 ("EO 796") afford students the right to inspect and review their education records; request amendment of an education record believed to be in error or misleading; limit disclosure of personally identifiable information contained in an education record; and file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with FERPA. Should a conflict arise between FERPA or EO 796 and this directive, FERPA or EO 796 will take precedent.

II. Authority

The Family Educational Rights and Privacy Act, 120 U.S.C. 1232g, 34 CFR 99, and CSU Executive Order 796.

III. Scope

This directive applies to the records of any student who is attending or has attended the University. They do not apply to records of applicants for admission who are denied acceptance or, if accepted, do not attend the University.

IV. Definitions

- A. Directory Information.** A student's name, date and place of birth, permanent and local address, University-recognized e-mail address(es), Titan Card number, telephone number, class level, enrollment status, major, minor, dates of attendance, degrees and awards received, previous educational institutions attended, past and present participation in recognized activities, and photographs. Directory information also includes weight and height if student is an athletic team member.
- B. Legitimate Educational Interest.** A school official has a "legitimate educational interest" if the official must review an education record to fulfill their professional

responsibility. The University faculty or staff member responsible for maintaining the record requested is responsible for determining whether a school official has a legitimate educational interest.

- C. School Official.** A University or CSU system employee or volunteer in an administrative, academic, research or staff position, including law enforcement unit personnel and health staff; an individual or entity with whom the University has contracted to act for the institution or to provide services the institution would otherwise perform for itself, such as an attorney, auditor, or collection agent; an individual, including a student, serving on a CSU System or University committee, such as a disciplinary or grievance committee, or assisting another school official in performing their professional responsibility.

V. Implementation

- A.** In addition to school officials with a legitimate educational interest, the University will disclose Directory information based on the release category selected by a student. Students may choose to limit the release of their Directory information in one of the following ways:

- 1. Permit release of all Directory information.** Unless restricted by a student, the University may release a student's Directory information at any time to any requesting party, including the military and for the development of University-affiliated marketing programs.

For Graduate Assistants, Teaching Associates and Instructional Student Assistants, the University also designates as Directory information the department where employed and Unit 11 employment status as a Graduate Assistant, Teaching Associate or Instructional Student Assistant. After review by the Chancellor's Office, the University will release department and employee status only to the exclusive representative of Unit 11.

- 2. Permit release only "Verification" information.** This sub-category of Directory information consists of a student's name, class level, enrollment status, major, minor, degrees and awards received, dates of attendance and University-recognized e-mail address(es) and Titan Card number. The University will release this information for classroom use; in response to requests, including but not limited to those from campus auxiliaries, financial lenders, employers, the military or insurance companies for verification of degree and enrollment information; and for inclusion in Commencement and honors materials. Students who release only "Verification" information will be excluded from all University directories, printed or electronic, that the University may produce or publish.

For Graduate Assistants, Teaching Associates and Instructional Student Assistants, the University also designates as Directory information the department where employed and Unit 11 employment status as a Graduate Assistant, Teaching Associate or Instructional Student Assistant. After review by the Chancellor's Office, the University will release department and employee status only to the exclusive representative of Unit 11.

- 3. Permit release only "Class" information.** This sub-category of Directory information consists of a student's name, major, minor, degree and awards received, and University-recognized e-mail address(es). The University will release this information only for classroom use and for inclusion in Commencement and honors materials. Students who release only "Class" information will be excluded from all University directories that the University may produce or publish, and the University will not respond to requests, including those from financial lenders, employers or insurance

companies, for verification of degree and enrollment information. The University will not release this information to the military or for the development of University affiliated marketing programs.

If a Graduate Assistant, Teaching Associate or Instructional Assistant selects this option, the University will not respond to requests for department and employment status.

- 4. Withhold release of all Directory information.** Withholding the release of all Directory information means that the student will be excluded from all University directories and publications that the University may produce or publish, including Commencement and honors materials, and the University will not verify degree, dates of attendance or enrollment information without the prior written consent of the student.

If a Graduate Assistant, Teaching Associate or Instructional Assistant selects this option, the University will not respond to requests for department and employment status without your prior written consent.

- B.** Students wishing to review their education records must make a written request to the Vice President for Student Affairs. Records that may be released will be made available within fifteen working days of the request.
- C.** The University notifies its students of their FERPA rights in its course catalog and class schedule.
- D.** Students who believe their rights have been abridged may make a request in writing seeking assistance from the Vice President for Student Affairs, Langsdorf Hall 805, or The Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., S.W., Washington, D.C., 20202-4605.

VI. Accountability

The University will review bi-annually its information practices concerning student records to assess its compliance with FERPA, CSU Executive Order 796 and this directive. The Vice President for Student Affairs is responsible for ensuring the completion of these reviews.

Individuals who violate this directive are subject to appropriate disciplinary action pursuant to the applicable collective bargaining agreement and/or administrative policies or procedures.

Contact Person: The contact for questions concerning this Directive is the Vice President for Student Affairs.

President's Directive No. 17

Effective: August 27, 2008

A COMMITMENT TO CIVILITY AT CSUF

As members of the University community, we are committed to ensuring an environment where learning and the creation and dissemination of knowledge are foundational goals and where freedom of speech and expression is viewed as an essential characteristic of a community of scholars. To reach these goals it is imperative that we foster a climate where civility is valued, appreciated, and expected and where all members of the community are treated with dignity, respect, and care.

"Civility" comes from the Latin noun *civilitas* which has several meanings - namely "citizenship," "the body of citizens," "the city-state," "friendliness," "affability," and "geniality," - and, thus, may be equaled with courtesy - a style and manner that elevates human interaction and discourse. Civility is apparent when we are aware of the impact that our communications, practices, and behaviors have on others and when we

acknowledge each person's worth, cultural perspective and unique contributions to the community.

Establishing a civil climate is a shared responsibility of all community members - students, faculty, staff, and administrators. Civility is the expression of respect for others and for the tasks we share. It is best modeled through a willingness to listen to alternative views, respecting diversity and encouraging ideas. It is our belief that differences of opinion should reside within a framework of respectful discourse and lead to mutual understanding.

Therefore, we believe that civility is a cornerstone of our university mission and values, and we reaffirm our commitment to civility on the campus - both inside and outside the classroom. We will both individually and collectively strive to treat each other with dignity, respect, and care in all of our interactions.

UPS 100.006

Effective: April 28, 2006

UNIVERSITY STUDENT DISCIPLINE

Introduction

Students are expected to make themselves aware of and abide by the university community's standards of behavior as articulated in this section, the University Catalog, and other regulations of the university. Students accept the rights and responsibilities of membership in the Cal State Fullerton community when they are admitted to the university. At the university, as elsewhere, ignorance of the standards is not an acceptable justification for violating community standards.

Because the functions of a university depend on honesty and integrity among its members, the university expects from its students a higher standard of conduct than the minimum required to avoid disciplinary action.

Activities of students may result in violation of law, and students who violate the law may incur penalties prescribed by civil authorities. However, the university reserves the right to review such incidents independent of action by civil authorities, recognizing that the university's authority and its disciplinary process serve its educational mission and interest, a function separate from action by civil authorities.

A. California State University Regulation - Section 41301: Standards for Student Conduct

(a) Campus Community Values

The University is committed to maintaining a safe and healthy living and learning environment for students, faculty, and staff. Each member of the campus community should choose behaviors that contribute toward this end. Students are expected to be good citizens and to engage in responsible behaviors that reflect well upon their university, to be civil to one another and to others in the campus community, and contribute positively to student and university life.

(b) Grounds for Student Discipline

Student behavior that is not consistent with the Student Conduct Code is addressed through an educational process that is designed to promote safety and good citizenship, and, when necessary, impose appropriate consequences.

The following are the grounds upon which student discipline can be based:

(1) Dishonesty, including:

- (A) Cheating, plagiarism, or other forms of academic dishonesty that are intended to gain unfair academic advantage.**

- (B) Furnishing false information to a University official, faculty member, or campus office.
 - (C) Forgery, alteration, or misuse of a University document, key, or identification instrument.
 - (D) Misrepresenting one's self to be an authorized agent of the University or one of its auxiliaries.
- (2) Unauthorized entry into, presence in, use of, or misuse of University property.
 - (3) Willful, material and substantial disruption or obstruction of a University-related activity, or any on-campus activity.
 - (4) Participating in an activity that substantially and materially disrupts the normal operations of the University, or infringes on the rights of members of the University community.
 - (5) Willful, material and substantial obstruction of the free flow of pedestrian or other traffic, on or leading to campus property or an off-campus University related activity.
 - (6) Disorderly, lewd, indecent, or obscene behavior at a University related activity, or directed toward a member of the University community.
 - (7) Conduct that threatens or endangers the health or safety of any person within or related to the University community, including physical abuse, threats, intimidation, harassment, or sexual misconduct.
 - (8) Hazing, or conspiracy to haze, as defined in Education Code Sections 32050 and 32051:

"Hazing" includes any method of initiation or pre-initiation into a student organization, or any pastime or amusement engaged in with respect to such an organization which causes, or is likely to cause, bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm, to any student or other person attending any school, community college, college, university or other educational institution in this state; but the term "hazing" does not include customary athletic events or other similar contests or competitions.

A group of students acting together may be considered a 'student organization' for purposes of this section whether or not they are officially recognized. Neither the express or implied consent of a victim of hazing, nor the lack of active participation while hazing is going on is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.
 - (9) Use, possession, manufacture, or distribution of illegal drugs or drug-related paraphernalia, (except as expressly permitted by law and University regulations) or the misuse of legal pharmaceutical drugs.
 - (10) Use, possession, manufacture, or distribution of alcoholic beverages (except as expressly permitted by law and University regulations), or public intoxication while on campus or at a University related activity.
 - (11) Theft of property or services from the University community, or misappropriation of University resources.
 - (12) Unauthorized destruction, or damage to University property or other property in the University community.
 - (13) Possession or misuse of firearms or guns, replicas, ammunition, explosives, fireworks, knives, other weapons, or dangerous chemicals (without the prior authorization of the campus president) on campus or at a University related

activity.

(14) Unauthorized recording, dissemination, or publication of academic presentations (including handwritten notes) for a commercial purpose.

(15) Misuse of computer facilities or resources, including:

(A) Unauthorized entry into a file, for any purpose.

(B) Unauthorized transfer of a file.

(C) Use of another's identification or password.

(D) Use of computing facilities, campus network, or other resources to interfere with the work of another member of the University community.

(E) Use of computing facilities and resources to send obscene or intimidating and abusive messages.

(F) Use of computing facilities and resources to interfere with normal University operations.

(G) Use of computing facilities and resources in violation of copyright laws.

(H) Violation of a campus computer use policy.

(16) Violation of any published University policy, rule, regulation or presidential order.

(17) Failure to comply with directions or, or interference with, any University official or any public safety officer while acting in the performance of his/her duties.

(18) Any act chargeable as a violation of a federal, state, or local law that poses a substantial threat to the safety or well being of members of the University community, to property within the University community or poses a significant threat of disruption or interference with University operations.

(19) Violation of the Student Conduct Procedures, including:

(A) Falsification, distortion, or misrepresentation of information related to a student discipline matter.

(B) Disruption or interference with the orderly progress of a student discipline proceeding.

(C) Initiation of a student discipline proceeding in bad faith.

(D) Attempting to discourage another from participating in the student discipline matter.

(E) Attempting to influence the impartiality of any participant in a student discipline matter.

(F) Verbal or physical harassment or intimidation of any participant in a student discipline matter.

(G) Failure to comply with the sanction(s) imposed under a student discipline proceeding.

(20) Encouraging, permitting, or assisting another to do any act that could subject him or her to discipline.

(c) Procedures for Enforcing This Code

The Chancellor shall adopt procedures to ensure students are afforded appropriate notice and an opportunity to be heard before the University imposes any sanction for a violation of the Student Conduct Code.

(d) Application of This Code

Sanctions for the conduct listed above can be imposed on applicants, enrolled

students, students between academic terms, graduates awaiting degrees, and students who withdraw from school while a disciplinary matter is pending. Conduct that threatens the safety or security of the campus community, or substantially disrupts the functions or operation of the University is within the jurisdiction of this Article regardless of whether it occurs on or off campus. Nothing in this Code may conflict with Education Code Section 66301 that prohibits disciplinary action against students based on behavior protected by the First Amendment.

Note: Authority cited: Sections 66017, 66452, 66600, 69810, 89030 and 89035, Education Code. Reference: Sections 66450, 69813 et seq. and 89030, Education Code.

B. CSUF Academic Dishonesty Policy

Academic dishonesty includes but is not limited to cheating on examinations or assignments, unauthorized collaboration, plagiarism, falsification/fabrication of university documents, any act designed to give unfair academic advantage to the student (such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor), assisting or allowing any of these acts, or the attempt to commit such acts.

Cheating is defined as the act of obtaining or attempting to obtain credit for work by the use of any dishonest, deceptive, fraudulent, or unauthorized means. Examples of cheating include, but are not limited to, the following: using notes or aides (including electronic devices) or the help of other students on tests and examinations in ways other than those expressly permitted by the instructor, or any acts which defeat the intent of an examination, plagiarism as defined below, and collaborating with others on any assignment where such collaboration is expressly forbidden by an instructor. Violation of this prohibition of collaboration shall be deemed an offense for the person or persons collaborating on the work, in addition to the person submitting the work. Documentary falsification includes forgery, altering of campus documents or records, tampering with grading procedures (including submitting altered work for re-grading), fabricating lab assignments, or altering or falsifying medical excuses or letters of recommendation.

Plagiarism is defined as the act of taking the work (words, ideas, concepts, data, graphs, artistic creation) of another whether that work is paraphrased or copied in verbatim or near verbatim form and offering it as one's own without giving credit to that source. When sources are used in a paper, acknowledgment of the original author or source must be made through appropriate citation/attribution and, if directly quoted, quotation marks or indentations must be used. Improper acknowledgment of sources in essays, papers, or presentations is prohibited.

The initial responsibility for detecting and dealing with academic dishonesty lies with the instructor concerned. An instructor, who believes that an act of academic dishonesty has occurred, is obligated to discuss the matter with the student (s) involved. The instructor should possess reasonable evidence with respect thereto, such as documents or personal observation. In this meeting, and throughout the process, every effort should be made to preserve the integrity of the educational relationship between instructor and student. The student should be given the opportunity to respond to the complaint. If the violation is discovered during the offering or grading of the final exam, the instructor may assign a mark of "RP" until the instructor has an opportunity for such a meeting. Also because the student may challenge the allegation, he or she must be allowed to attend all classes and complete all assignments until the appellate process is complete. When necessary, such discussion may be conducted by telephone or electronic mail.

However, if circumstances prevent consultation with student(s), the instructor may assign an appropriate academic sanction (subject to student appeal). An instructor who is convinced by the preponderance of the evidence (the greater weight of the credible evidence) that a student is responsible for academic dishonesty, shall:

1. Assign an appropriate academic penalty, including, but not limited to: oral reprimand; "F" or "O" on the assignment; grade reduction on assignment or course; or "F" in the course. Factors to take into consideration in assigning a grade sanction include: normative sanctions for comparable acts, severity of the offense (academic gain or potential academic gain if the action had gone undetected), harm or potential harm to other students in the class, premeditation of the act.
2. Report to the student(s) involved, to the department chair, and to the Dean of Students Office, Judicial Affairs, the alleged incident of academic dishonesty, including relevant documentation, actions taken by the instructor including grade sanction, and recommendations for additional action that he/she deems appropriate. The written report should be distributed as soon as possible, preferably within 15 calendar days from discovery, but not later than 30 calendar days after the first day of classes of the regular semester (fall or spring) following the grade assignment.

The Dean of Students Office, Judicial Affairs, shall maintain a disciplinary file for each case of academic dishonesty with the appropriate documentation. Students shall be informed that a disciplinary file has been established and that they have an opportunity to appeal the actions of the instructor under the Academic Appeals Policy. Dean of Students Office, Judicial Affairs may initiate disciplinary proceedings under Title 5, Section 41301 and Executive Order 970. Sanctions which may be assessed include but are not limited to: warning, probation, educational sanctions, removal from academic program, suspension, expulsion, denial of admission or enrollment in university classes including Extended Education.

When two or more incidents involving the same student occur, the Dean of Students Office, Judicial Affairs shall initiate disciplinary proceedings. A student may appeal any sanction assessed for a charge of academic dishonesty under UPS 300.030, "Academic Appeals." If the Academic Appeals Board accepts the student's appeal then the disciplinary file will be purged. If a student does not appeal the instructor's action or if the Academic Appeal Boards rejects the student's appeal the disciplinary file will be maintained in a confidential file in the Dean of Students Office, Judicial Affairs for a minimum of seven years. Disciplinary probation and suspension are noted on the student's academic record during the term of the probation or suspension. A permanent notation will be made on a student's academic record if he or she is expelled from the university. A second academic integrity violation usually results in suspension from the university for a period of time.

In order to facilitate due process and to insure that a student knows that academic dishonesty is subject to action, this policy shall be published in the *Catalog and Student Handbook*. Copies of this policy shall also be available in every department office, the Dean of Students Office, and in the Office of the Vice President for Student Affairs.

UPS 300.021

Effective: November 6, 2006

C. Appeals Regarding Academic Dishonesty

When a faculty member(s) has alleged that a student, individually or as part of a group, has performed an act of academic dishonesty and has penalized the student for the act, the student has a right to contest the allegations and/or the penalty. Because

the university presumes that students act honestly, a charge of academic dishonesty will only be upheld if the faculty member provides a preponderance of the evidence to show that the student performed an act of academic dishonesty. Charges of academic dishonesty must be assessed on an individual basis.

Procedure:

1. The student shall make every effort to resolve the allegation by consulting the faculty member.
2. If the student believes the allegation has not been resolved by consultation, the student shall consult with the department chair, coordinator, or other appropriate administrator having immediate supervision of the faculty member. It is recommended that the department chair, coordinator, or other appropriate administrator maintain a written record of such consultation and/or its results. Failing here, the student shall consult with the dean of the college concerned.
3. If the student is not satisfied with the results of the consultation process, the student may appeal in writing to the Academic Appeals Board. The Coordinator of Academic Appeals receives all written appeals. The student's appeal shall state specifically the nature of the allegation and the remedy requested; describe the student's attempts to resolve the allegation informally; and contain any supporting documentation such as exams, papers, assignments and/or other corroborating documents.
4. The Coordinator shall within two calendar weeks provide the faculty member (or department chair, if necessary) with a copy of the appeal. The faculty member (or department chair, if necessary) shall within three calendar weeks during the regular semester (fall or spring) following the grade assignment provide the Academic Appeals Board with a written response to the student's allegations.
5. The Board shall consider the request, and if the majority believes that the request contains allegations requiring further investigation, the Board shall notify the student and faculty member(s) involved in writing.
6. The Board notice shall request that both parties submit such documents, as the parties believe to be relevant and answer any questions that the Board may ask.
7. After consideration of the documents submitted by the parties, the Board shall decide either to hold a hearing or to dismiss or uphold the appeal.
8. If the board issues a notice of hearing, the notice shall state the time and place of the hearing.
 - (a) The hearing shall be closed to the public. Either party may be represented by a person from the university community. Neither the Academic Appeals Coordinator nor any member of the Academic Appeals Board may represent either party. According to Presidential Directive No. 9, the representative may not be a licensed or practicing attorney. If either party is being represented at the hearing, the party shall notify the Board in writing of the name and address of the representative at least ten calendar days prior to the hearing. Except for the party or parties, a representative of each party, the board members, and the Academic Appeals Coordinator, no one else shall be present at the hearing. Any exception to this restriction shall be at the discretion of the Academic Appeals Board. At its discretion the Board may hear each party separately unless either party requests a joint hearing. Three Board members must be present to conduct a hearing.
 - (b) At the hearing the Board shall receive all evidence and testimony of a type responsible parties are accustomed to relying upon in the normal course of university business.

9. During its deliberations (based on the written submissions, or after a hearing) the Board will determine whether a preponderance of the evidence establishes that the student performed an act of academic dishonesty. A majority (more than half) of those participating in the vote (those members casting a “yes” or “no” vote) is necessary to sustain an allegation of academic dishonesty. The decision of the Board is final. The Board shall notify both parties of its decision in writing, including the grounds for the Board action.
10. If the allegation of academic dishonesty is upheld, the penalty assessed by the faculty member shall become permanent. The Board shall notify the Associate Dean of Student Affairs, Judicial Affairs in writing.
11. If the Board does not find that academic dishonesty occurred,
 - (a) All the Board’s case files shall be purged at the end of the following semester. The Board shall notify the Associate Dean of Student Affairs, Judicial Affairs in writing.
 - (b) If the Board designates a specific grade change, the faculty member has ten working days to adopt the remedy as his/her own. If the faculty member refuses to do so, the Board Chair shall implement the change.
 - (c) If the Board recommends alternatives, the Department Chair shall appoint an ad hoc committee to select from the recommendations. The process shall be completed within 30 calendar days of the notification of the Board’s decision.
 - (d) The ad hoc department committee shall have the authority to carry out those duties assigned to it by the Board. The ad hoc committee must provide the Board a written rationale explaining the basis for its decision. Such rationale shall become part of the record of the appeal.
12. If, in the opinion of the Board, cases are related, the Board may hear and decide cases consolidated by Board action. The Board shall notify all parties of the consolidation.

D. Appeals Regarding Capricious or Arbitrary Assignment of a Grade

Faculty members have the sole right and responsibility to provide careful evaluation and timely assignment of appropriate grades. In the absence of compelling reasons, such as instructor or clerical error, prejudice or capriciousness, the grade assigned by the instructor of record is to be considered final.

A student who alleges capricious, arbitrary or prejudicial (collectively “arbitrary”) treatment in the assignment of a course grade (“grade”) has a right to contest that grade. Because the university presumes that the individuals who assigned the grade (“faculty member”) were fair and objective in the assignment of that grade, a grade will be upheld unless the student presents a preponderance of the evidence that the faculty members acted arbitrarily. A faculty member’s normal exercise of professional judgment will not support a charge of arbitrary treatment.

Procedure:

1. The student shall consult with the faculty member.
2. If the student is not satisfied with the result of the appeal to the faculty member, the student shall consult with the department chair, coordinator, or other appropriate administrator having immediate supervision of the faculty member. It is recommended that the department chair, coordinator, or other appropriate administrator maintain a written record of such consultation and/or its results. Failing here, the student shall consult with the dean of the college concerned.
3. If the faculty member is unable or refuses to participate, the department chair shall assume responsibility for initiating grade changes deemed to be justified.

The department chair shall consult with an ad hoc faculty committee composed of current campus faculty with academic training comparable to the instructor of record and established by the department in fulfilling this responsibility. In addition, the department chair shall provide the ad hoc committee with certification of a “good faith” effort to consult with the faculty member named in the appeal whenever such consultation is possible and appropriate.

4. If the student is not satisfied with the result of the consultation process, the student may appeal in writing to the Academic Appeals Board.
5. The Coordinator of Academic Appeals receives all written appeals. The student’s appeal shall state specifically the nature of the allegation(s) and the remedy requested; describe the student’s attempts to resolve the allegation informally; and contain any supporting documentation such as the class syllabus, exams, papers, assignments and/or other corroborating documents. The Coordinator shall within two calendar weeks provide the faculty member (or department chair if necessary) with a copy of the appeal. The faculty member (or department chair if necessary) shall within three calendar weeks during the regular semester (fall or spring) following the grade assignment provide the Academic Appeals Board with a written response to the student’s allegations.
6. The Coordinator shall within one month of receiving a faculty member’s response provide relevant written materials to all parties in the dispute and shall serve as an informal mediator. If the Coordinator cannot mediate the complaint to the satisfaction of the parties, the Board shall formally consider the complaint.
7. If the Board believes that sufficient evidence has been presented to merit further consideration, it shall so notify both parties. Both parties shall then submit any relevant documents and answer any questions the Board may ask. The Board shall then decide whether to dismiss or uphold the appeal or to proceed to a hearing. This decision shall be in writing to both parties and shall state the ground(s) for Board action.
8. If the Board issues a notice of hearing, the notice shall state the time and place of the hearing. The hearing shall be closed to the public. Either party may choose a representative from the university community. Neither the Academic Appeals Coordinator nor any member of the Academic Appeals Board may represent either party. According to Presidential Directive No. 9, the representative may not be a licensed or practicing attorney. If either party is being represented at the hearing, that party shall notify the Board in writing of the name and address of the representative at least ten calendar days prior to hearing. Except for the party or parties, a representative of each party, the board members, and the Academic Appeals Coordinator, no one else shall be present at the hearing. Any exception to this restriction shall be at the discretion of the Academic Appeals Board. At its discretion the Board may hear each party separately unless either party requests a joint hearing. Three Board members must be present to conduct a hearing.
9. The Board shall receive all evidence and testimony at the hearing of a type responsible parties are accustomed to relying upon in the normal course of university business.
10. During its deliberations after the hearing, the Board will determine whether a preponderance of the evidence establishes that the grade was assigned in an arbitrary manner. A majority (more than half) of those participating in the vote (those members casting a “yes” or “no” vote) is necessary to sustain an allegation of arbitrary treatment.
11. If the Board decides that the grade was not assigned in an arbitrary or capricious manner, then it shall so notify both parties in writing of its findings and the

rationale.

12. If the Board decides that the grade was assigned in an arbitrary or capricious manner, then it shall so notify both parties in writing of its findings and the rationale. This notice shall contain a recommended remedy. If the Board designates a specific grade change, then the faculty member has ten working days to implement the change. If the faculty member refuses to do so, then the Board Chair shall implement the change. If the Board recommends alternatives, then the Department Chair shall appoint an ad hoc committee to select from the recommendations. The process shall be completed within 30 calendar days of receipt of the Board recommendations.
13. The ad hoc department committee shall have the authority to carry out those duties assigned to it by the Board. The ad hoc committee must provide a written rationale explaining the bases for its decision. Such rationale shall become part of the record of the appeal.
14. If allegations are raised that the above appeal procedures were not followed, then the Associate Dean of Student Affairs, Judicial Affairs will review the appeal to determine if the above procedures were followed and if any procedural error was material. Within three weeks, if it is determined that procedures were followed and/or that any procedural error was immaterial, then the decision of the Board will stand. If it is determined that a failure to follow procedures represented a material error, then the matter will be referred back to the Board with a written explanation of the error.

E. Timing of Appeals Process

The student shall initiate either appeals process by contacting the faculty member within 30 calendar days of the first day of classes of the regular semester (fall or spring) following the grade assignment. The written appeal shall be submitted within 60 calendar days of the first day of classes of the regular semester (fall or spring) following the grade assignment. The university will attempt to conclude each appeal within 180 calendar days from the date on which the student submitted the written appeal to the Coordinator of Academic Appeals. Appeals will only be heard during either the fall or spring semesters.

F. Coordinator of Academic Appeals

The Coordinator of Academic Appeals shall be chosen by the Vice President for Student Affairs. The Vice President for Academic Affairs and the Executive Committee of the Academic Senate shall have a consultative role in the making of that appointment. The duties of the coordinator shall include:

1. Maintaining a record of all academic appeals and each September providing to the President and the Academic Senate a written report listing the number of appeal cases heard and the disposition of each case during the previous academic year;
2. Coordinating the Academic Appeals Board by convening the Board, providing them with the appropriate background information, scheduling all necessary meetings, hearings, and witnesses;
3. Interpreting university policy to students concerning grading procedures and students' rights and responsibilities;
4. Interviewing students and faculty involved in appeals complaints and discussing the problems with department chairs and college deans as necessary, informally mediating the appeals where possible;
5. Ensuring the confidentiality of all subject matter and that the rights of all parties are protected;
6. Exhibiting neutrality in this process and being a facilitator rather than an advocate

for either side; and

7. Making recommendations to the Academic Appeals Board and to the appropriate Academic Senate committee when changes in university policy appear to be necessary.

UPS 300.030

Effective: June 24, 2005

DEAN OF STUDENTS OFFICE, JUDICIAL AFFAIRS PROCEDURES

A. Student Discipline System

The Trustees of the California State University are authorized by the Education Code to establish student disciplinary procedures. The President of California State University, Fullerton has designated the Associate Dean of Students, Judicial Affairs, as the university's Student Conduct Administrator. The Student Conduct Administrator is responsible for administering the student discipline system and implementing the following procedures as mandated in Executive Order No. 970, Student Conduct Procedures and CSU Fullerton President's Directive No. 9 Regarding the Use of Attorneys in Student Disciplinary Proceedings.

B. Procedures

1. The Student Conduct Administrator receives from University Police, a faculty member or other member of the university community a written report regarding an alleged violation of the University Discipline Code.
2. The Student Conduct Administrator begins an investigation.
3. The Student Conduct Administrator notifies the student in writing of the allegations against him/her.
4. The student has an opportunity to meet with the Student Conduct Administrator.
 - a. The student may accept a voluntary administrative review by not disputing the allegation, waiving the right to a hearing and accepting the sanctions assessed. If a resolution is reached, the agreement is put in writing and signed by the student and the Student Conduct Administrator, or
 - b. The student may deny the allegation and request a hearing.
5. The Student Conduct Administrator sends the student a Notice of Hearing.
 - a. The student may accept the recommended sanction(s) stated in the Notice of Hearing. If a resolution is reached, the agreement is put in writing and signed by the student and the Student Conduct Administrator.
 - b. The student may not accept the recommended sanctions(s) and request a hearing.
6. The hearing is held.
7. The Hearing Officer submits a recommendation to the President.
8. After reviewing the Hearing Officer's recommendation, the President makes the final decision regarding disciplinary action.
9. The President notifies the student of the decision.

C. Sanctions

Sanctions which may be assessed include but are not limited to: disciplinary probation, restitution, loss of financial aid, admission/readmission, educational seminars, suspension or expulsion.

D. Disciplinary Records

When a student has been found responsible for a violation of university standards through the Dean of Students Office, Judicial Affairs, a disciplinary record (separate from the student's academic record) will be maintained in a confidential file in the Dean of Students Office, Judicial Affairs for a minimum of seven (7) years. If a student is expelled from the university, the file is kept permanently. Probation and suspension are noted on the student's academic record during the term of the probation or suspension. A permanent notation will be made on the student's academic record if he or she is expelled from the university or is suspended for longer than one academic year.

E. Notification to Victims of Crimes of Violence and Sex Offenses

In cases involving a "crime of violence" the university may notify the alleged victim(s) of the final results of a hearing whether or not the charges are sustained. (34 C.F.R. § 99.31 et seq.)¹ Where the charge relates to a sexual assault the university must notify the alleged victim of the outcome of the proceeding against the student charged (20 U.S.C. § 1092). The information is only given to the victim(s) and includes only the name of the accused student, any violation alleged committed, and any sanction(s) imposed on that student (20 U.S.C. § 1232g).

¹A "crime of violence" includes: arson, assault offenses, burglary, criminal homicide (manslaughter by negligence), criminal homicide (murder and non-negligent manslaughter), destruction/damage/vandalism of property, kidnapping/abduction, robbery, and forcible and non-forcible sex offenses. 99 C.F.R. § 99.39.

F. Policies Related to Student Conduct

Copies of the following university policies are available in the Dean of Students Office, Judicial Affairs, Titan Student Union 235.

- ◆ California Code of Regulations, Title 5, Article 2, Sections 41301-41304 Executive Order No. 970: Student Conduct Procedures
- ◆ Academic Dishonesty, University Policy Statement 300.021
- ◆ Academic Appeals Policy, University Policy Statement 300.030
- ◆ California State University, Fullerton, Presidential Directive No. 9

POLICY ON THE USE OF ALCOHOLIC BEVERAGES BY STUDENTS AND BY STUDENT ORGANIZATIONS

I. California Law

Under California Law, no person may sell, furnish, give, or cause to be sold, furnished or given away, any alcoholic beverage to a person under the age of 21, and no person under the age of 21 may purchase alcoholic beverages (California Business and Professional Code, Sec. 25658). It is also unlawful for a person under the age of 21 to possess alcoholic beverages on any street or highway or in any public place or any place open to public view (California Business and Professional Code, Sec. 25662).

II. University Policy on Consumption by Students on University Property, University Events or Representing the University

1. The purchase, possession, or consumption of any alcoholic beverages (including beer and wine) by any person under the legal drinking age is prohibited.
2. Alcoholic beverages shall not be provided (supplied or purchased with the intent to supply) to individuals under 21 years of age.
3. The manufacture, use or provision of a false state identification card, driver's license, or certification of birth is prohibited.

4. The act(s) of being drunk and disorderly in public view, including on public sidewalks and walkways, is prohibited.
5. Operating a motor vehicle, bicycle, skates, or scooters while intoxicated is prohibited.

III. University Policy on Consumption in Recognized Living Groups and Student Organization Activities

1. No student shall supply, or purchase with the intent of supplying, any alcoholic beverage to any person under the age of 21.
2. No student shall possess alcoholic beverages in a public area of any recognized student living group or any portion of the property of a student living group, which is open to public view. A “public place” or “any place open to public view”, as legally defined in the case of college living groups, would include the lobby and grounds of the residence hall, or the grounds of fraternities or sororities. In view of problems of age determination, this restriction shall apply to all students, regardless of age.
3. No person, of any age, shall be coerced into using alcoholic beverages by any Student. To insure that choice is possible, alcoholic beverages may not be available at a social function in a recognized student living organization unless non-alcoholic beverages are also available. It is recommended that food be available whenever alcohol is served.
4. The selling, either directly or indirectly, of alcoholic beverages (including beer and wine) except under the authority of a California Alcoholic Beverages Control Board license is prohibited.
5. The serving of alcohol to an intoxicated person or to the point of intoxication is prohibited.
6. All recognized living organizations shall submit for approval by the Dean of Students a procedure for compliance with the above regulations.
7. It is emphasized that, if alcoholic beverages are used at all by students over 21, they should be used in moderation, and that the conduct of students in recognized living organizations shall at no time be such that the orderly running of these organizations is disrupted.
8. It is unlawful for students who are minors to possess or consume alcoholic beverages at sponsored events off campus. The University will exercise the right to take cognizance of unlawful activities which are engaged in off-campus by students. To assure compliance with the law, if a bar is available for an organization holding an event, it shall be provided in a manner consistent with the Office of Alcoholic Beverage Control.

IV. Violation of Alcohol Policy

Student involvement in underage consumption of alcohol is a matter of concern to the University and will subject a student so involved in disciplinary action by the University. Dependent upon the nature of the violation, assessing university sanctions may include educational intervention, mandated community reparations, suspension, or expulsion aside from or in addition to prosecution under applicable state and federal laws. University action may be taken whether or not independent action is taken by civil authorities.

Violations of these regulations by student organizations shall be subject to discipline through the Student Organization Judicial Process. (Available in the Dean of Students Office or at <http://fullerton.edu/deanofstudents>)

V. Dissemination of Policy

It shall be the responsibility of the Dean of Students to disseminate as widely as possible the intent of this policy to avoid misunderstandings on the part of parents, citizens, and members of the University community.

UPS 330.232

Effective: June 24, 2005

POLICY REGARDING THE ILLEGAL USE OF DRUGS BY STUDENTS

As a member of the educational community, the university is concerned with the problems created by the misuse and illegal use of drugs by students. This concern extends to the physical pathologies created by the use of tobacco and to the physical and social problems created by the use of alcohol. Most especially, however, it is centered about the illegal use of the hallucinogens, marijuana, and the misuse of certain depressants and stimulants such as barbiturates and amphetamines. The formulation of this policy statement is a result of this concern.

As an institution dedicated to the pursuit of knowledge, the university has an obligation to view the use of these drugs objectively and rationally, and to assist its students in doing so. It is the educational responsibility of the university to provide students with the facts which are now available on the most commonly abused drugs, including the current laws on drugs and the consequences of their violation.

Legal Background

The use, possession, and/or sale of marijuana, dangerous drugs, and LSD is unlawful under the California Health and Safety Code. It is, likewise, unlawful to be in the presence of a person using illegal drugs.

Persons who are arrested on this offense must face having a "police record" which they must report on many applications for employment, regardless of whether they are subsequently convicted. Conviction of a felony currently carries penalties of imprisonment for a minimum of one (1) year and a maximum of ten (10) years for the first offense.

Fullerton police narcotics officers have full jurisdiction on the campus of the university and in university recognized student housing. They may enter these premises, providing, of course, that their visit is conducted in a lawful manner.

Counseling for Unobserved Drug Users

The university acknowledges that the use of drugs can well lead to serious problems for some students. In order to encourage students with problems related to drug use to seek professional help within the university, it shall be the policy of the university, except as may be required by law, not to report to civil authorities students who voluntarily state that they have used such drugs if they have not also been observed using drugs on campus or in university recognized housing by a faculty or staff member.

The university neither advocates nor condones the breaking of the law. However, the confidential communication approach with regard to unobserved drug users recognizes the fact that voluntary admission to a university official by a student that he used drugs does not at present appear to constitute grounds for prosecution of a student by civil authorities. For the same reason, voluntary admission of use, unsupported by competent witnesses, will not subject a student to university disciplinary action. Local law enforcement personnel have been consulted in this matter and are in agreement.

Observed Use of Dangerous Drugs or Narcotics On Campus or in Recognized Living Organizations

While it wishes to provide professional counseling and medical assistance to students having drug related problems, the university can not permit the illegal use or possession

of drugs on campus or in university recognized student living organizations. In addition, such use or possession may cause the user's fellow students inadvertently to become involved in an illegal activity and would place the university in a position of disregard of the law.

Thus, while it will not violate the student's basic right to be protected against unreasonable search and seizure, the university will pursue every ethical means of locating illegal drug use or possession on campus and in recognized living organizations and will turn over to appropriate civil authorities any hard evidence (as opposed to hearsay evidence) it may find concerning the use of or possession of dangerous drugs or narcotics by students in these areas.

Sale of Dangerous Drugs or Narcotics On Campus or in University Recognized Student Living Organizations

Every reasonable effort will be made to identify persons who sell dangerous drugs or narcotics on campus or in university recognized living organizations. Hard evidence (as opposed to hearsay evidence) will be made available to civil authorities.

Responsibility for Drug Education

The office of the Vice President for Student Affairs will regard it as its responsibility to continue to collect information regarding these drugs and to make this information readily available to its students.

UPS 330.231

Effective: December 4, 1968

DRUG-FREE SCHOOLS INFORMATION

In accordance with the Drug-Free Schools and Communities Act of 1989, California State University, Fullerton is committed to promoting the health of our students by preserving a drug-free environment. All students should be aware that the unlawful possession, use, manufacture, dispensation, or distribution of alcohol or illicit drugs on university property or as part of any of its activities is prohibited by both law and university policy (see more information below). Students should also be aware of the health risks associated with alcohol and other drug use which are listed below:

Drug-Type Most Common Complications/Long-Term Effects

Stimulants

- ◆ **Amphetamines** (Benzedrine, Dexedrine, Diet Pills, MDMA, Ecstasy): Nervousness, paranoia, dizziness, tremors, decreased mental ability, impotence, insomnia, skin disorders, malnutrition, delusions, psychosis, seizures, death.
- ◆ **Cocaine** (Cocaine Powder, Crack, Freebased Coke): Tremors, nasal bleeding and inflammation, toxic psychosis, seizures, damage to nasal septum and blood vessels, death from overdose (heart or respiratory failure).
- ◆ **Nicotine** (Cigarettes, Chewing Tobacco): High blood pressure, emphysema, bronchitis, heart and lung disease, cancer, death.
- ◆ **Caffeine** (Coffee, Cola, No-Doz): Nervousness, insomnia, dehydration, stomach irritation, fatigue.

Depressants

- ◆ **Alcohol**: Dehydration, hangover, overdose or mixing with other depressants can cause respiratory failure, obesity, impotence, psychosis, ulcers, malnutrition, liver and brain damage, delirium, tremors, death.
- ◆ **Tranquilizers** (Valium, Librium, Miltown, Thorazine): Hangover, menstrual irregularities, increases or decreases effect of other drugs, especially dangerous with

alcohol, destroys blood cells, jaundice, coma, death.

- ◆ **Barbiturates** (Amytal, Seconal, Phenobarbital): Lethargy, hangover, blurred vision, nausea, depression, seizures, excessive sleepiness, confusion, irritability, severe withdrawal sickness; can be fatal if mixed with alcohol and other depressants.
- ◆ **Narcotics** (Heroin, Morphine, Codeine, Demerol): Respiratory and circulatory depression, dizziness, vomiting, sweating, dry mouth, lowered libido, lethargy, constipation, weight loss, temporary sterility and impotence, withdrawal sickness, stupor, death.
- ◆ **Inhalants** (Amyl Nitrate, glue, paint, nitrous oxide): Headaches, dizziness, accelerated heart rate, nausea, nasal irritation, cough, impotence, hallucination, liver, kidney, bone marrow and brain damage, death.

Psychedelics

- ◆ **Cannabis** (Marijuana, Hashish, THC): Impaired driving ability, possible lung damage, reduced sperm count and sperm mobility.
- ◆ **Hallucinogens** (LSD, Psilocybin, MDA, Peyote, DMT, STP): Depression, paranoia, physical exhaustion after use, psychosis (freaking out).

Help for substance abuse problems may be obtained from one of the following resources:

- ◆ CSUF Student Health and Counseling Center, for confidential counseling and referral to local agencies, (657) 278-2800 or (657) 278-3040
- ◆ Alcoholics Anonymous of Orange County, (657) 556-4555
- ◆ National Drug and Alcohol Treatment Hotline, call 1-800-662-HELP
- ◆ Al-Anon World Service Office, 1-888-4AL-ANON
- ◆ Nar-Anon Family Group Headquarters, (310) 534-8188

Federal Laws

Possession of Illicit Drugs

First Offense: prison sentences up to 1 year and fines up to \$100,000; Second Offense: prison sentences up to 2 years and fines up to \$250,000; Special sentencing provisions apply for possession of crack cocaine, including imprisonment of 5 to 20 years and fines up to \$2,500,000 for first offense, depending upon the quantity of crack possessed.

Trafficking of Illicit Drugs

Penalties vary depending upon the quantity of drugs involved. The manufacture, sale or distribution of all Schedule I and II illicit drugs (e.g., cocaine, methamphetamines, heroin, PCP, LSD, Fentanyl, and all mixtures containing such substances) is a felony. First offense: prison sentences of five years to life (20 years to life if death or serious injury is involved) and fines of up to \$4 million for offenses by individuals (up to \$10 million for other than individuals). Second offense: prison sentences of then years to life (not less than life if death or serious injury is involved), and fines up to \$8 million for offenses by individuals.

Trafficking in marijuana, hashish, and mixtures containing such substances is also prohibited. First offense: up to life if death or serious injury is involved and fines up to \$4 million for offense by individuals (up to \$10 million for other than individuals). Second offense: up to life (not more than life if death or serious injury is involved) and fines up to \$8 million for individuals (up to \$20 million for other than individuals).

For illegal trafficking of Schedule III, IV and V illicit drugs (e.g., anabolic steroids, Darvon®, Talwin®, Equanil® and over-the-counter cough medicines with codeine). First offense: up to five years imprisonment and fines up to \$250,000 (up to \$1 million for other than individuals). Second offense: up to ten years imprisonment and fines up to

\$500,000 (up to \$2 million for other than individuals).

Note: Violation of student conduct regulations regarding substances can result in probation, suspension or expulsion from the university and referral for prosecution.

Vice President for Student Affairs

2006

POLICY ON AMOROUS OR SEXUAL RELATIONSHIPS BETWEEN FACULTY, STAFF AND STUDENTS

Amorous or sexual relationships between faculty or staff and a member of the University community for whom they have teaching, evaluative, advocacy, counseling, advising or supervisory responsibilities are unacceptable, even if the parties involved view such a relationship as consensual.

The University will regard such behavior as unprofessional, unacceptable and potentially subject to reprimand or disciplinary procedures. The University expects faculty and staff to:

- (a) refrain from taking any teaching, evaluative, advocacy, counseling, advising, or supervisory role involving an individual with whom he/she is having an amorous or sexual relationship;
- (b) remove himself/herself from any teaching, evaluative, advocacy, counseling, advising or supervisory role involving an individual with whom he/she is having an amorous or sexual relationship.

Any supervisor who is aware of a faculty or staff member who has a teaching, evaluative, advocacy, counseling, advising, or supervisory responsibility for an individual with whom he/she is having an amorous or sexual relationship shall take action to remove that individual from his/her position of responsibility or otherwise resolve the problem.

A member of the campus community who fails to withdraw from participation in activities or decisions that may reward or penalize the party with whom he/she is having a consensual relationship will be deemed to have violated this policy.

It is the responsibility of department chairs, deans, supervisors and managers to take all necessary and appropriate steps, beginning with informal steps to resolution, to prevent and correct problems stemming from amorous or sexual relationships. If informal steps for resolution are unsuccessful, the matter will be pursued via the formal corrective action or complaint process listed in the sexual harassment complaint procedures.

It is the responsibility of any member of the campus community who may be uncertain about the propriety of consensual amorous or sexual relationships to consult with campus personnel knowledgeable about professional standards, ethical issues, and sexual harassment.

Dissemination of Policy, Education and Training

The President shall take appropriate measures to ensure:

- ◆ that this policy is widely and frequently disseminated on campus, including among students; and that
- ◆ other appropriate means of educating the community, such as periodic workshops, are pursued.

It shall be the responsibility of managers, supervisors, deans and department chairs to ensure that employees or students under their direction or supervision are informed of this policy.

UPS 240.200

HAZING POLICY

California State University, Fullerton expects that all members of all recognized student organizations will observe and fully comply with University Policy and Title V. Education Code and State of California Penal Code Section 245.6 requirements on hazing. During student organization member training and or orientation, coordinated by the Dean of Students Office, this policy shall be reviewed, thereby educating recognized student organizations.

In addition, all students involved in Greek Life are expected to adhere to regulations set forth by university policies, their respective national organizations, InterFraternity Council, Panhellenic Council, Multicultural Greek Council and Pan Hellenic Council concerning practices commonly referred to as hazing. At the beginning of each semester, the president of each social fraternity and sorority shall submit to the Dean of Students Office, on a form provided by that office, a statement signed by each elected officer of the organization attesting to the fact that they have read and understand the information provided by the university regarding hazing. The collecting of the officers' signatures and the submission of this form in a timely manner is the responsibility of the president of each organization. Failure to submit this form by the deadline established by the Dean of Students Office will result in suspension of university recognition and a loss of campus privileges.

It is the responsibility of the officers of student organizations to be informed of all of the above mentioned regulations and to see that they are brought to the attention of the rest of the membership. The State of California Penal Code Section 245.6 proscribes criminal penalties for individuals who haze.

University Policy

University policy with respect to hazing prohibits any recognized student organization from engaging collectively or individually in any of the following practices as part of any program or general activity:

1. All forms of physical activity not a part of an organized athletic contest and not specifically directed toward constructive work is prohibited.
2. The application of foreign substances to the body is prohibited.
3. Such activities as a new member scavenger hunts, new member ditches, kidnaps, and the like are prohibited.
4. Any activity that is mandatory for new members only, and is not educational in nature is prohibited.
5. Depriving students of sufficient sleep (6 hours per day minimum), decent and edible meals, or access to means of maintaining bodily cleanliness is prohibited.
6. Depriving students of "sense awareness" (sight, sound, etc.) which may cause mental and/or physical stress is prohibited.
7. Forcing, coercing or permitting students to eat or drink foreign or unusual substances such as raw meat, salt water, onions, etc., or excessive amounts of any substance is prohibited.
8. Forcing, or allowing, students to dress in any unusual or awkward fashion is prohibited.

State of California Hazing Policy

Title V. Education Code Article 2 41301 Standards for Student Conduct

(8) Hazing, or conspiracy to haze. Hazing is defined as any method of initiation or pre-

initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university or other educational institution in this state (Penal Code 245.6), and in addition, any act likely to cause physical harm, personal degradation or disgrace resulting in physical or mental harm, to any former, current, or prospective student of any school, community college, college, university or other educational institution. The term "hazing" does not include customary athletic events or school sanctioned events. Neither the express or implied consent of a victim of hazing, nor the lack of active participation in a particular hazing incident is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.

State of California Penal Code 245.6.

(a) It shall be unlawful to engage in hazing, as defined in this section.

(b) "Hazing" means any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university, or other educational institution in this state. The term "hazing" does not include customary athletic events or school-sanctioned events.

(c) A violation of this section that does not result in serious bodily injury is a misdemeanor, punishable by a fine of not less than one hundred dollars (\$100), nor more than five thousand dollars (\$5,000), or imprisonment in the county jail for not more than one year, or both.

(d) Any person who personally engages in hazing that results in death or serious bodily injury as defined in paragraph (4) of subdivision (f) of Section 243 of the Penal Code, is guilty of either a misdemeanor or a felony, and shall be punished by imprisonment in county jail not exceeding one year, or by imprisonment in the state prison.

Allegations of Hazing

Allegations of violation of state law or university policies regarding hazing are handled by the Dean of Students Office. After assuring that due process has been followed in determining the facts of a given case, and that all parties involved have access to all of these facts, and that the accused organization has an opportunity to face its accuser, the Vice President for Student Affairs shall make a determination regarding the apparent validity of the charge. If the organization indeed appears to have violated state law or university policy, the Vice President may invoke sanctions ranging from a warning to withdrawal of recognition. Decisions made by the Vice President may be appealed to the President of the university.

If it appears to the Vice President for Student Affairs that there has been a violation of Penal Code Section 245.6, the Vice President may refer the matter to University Police. Nothing in this policy is intended to prevent or prohibit a victim of hazing from filing a complaint with the police in addition to reporting the event(s) to the Dean of Students Office, as described above.

*Vice President for Student Affairs
2007*

NONDISCRIMINATION POLICY:

A COMMITMENT TO VALUING DIVERSITY

I. Preamble

Universities have a deep obligation to value diversity among people and among ideas and, at the same time, not impose any specific ideology on students, faculty, staff, or administrators. For appreciation of diversity -- in nature, in human culture, and certainly in ideas -- is fundamental to higher learning. The University's enterprise is enriched when diverse peoples are engaged in it. Beyond the profound moral value to be found in inclusiveness, a diverse campus community characterized by free and open communication fosters understanding of the alternative points of view that different groups can offer.

II. General Policy

It is the policy of California State University, Fullerton, to create and maintain an environment that values diversity, respects human dignity, is hospitable, equitable, and tolerant, and in which all persons are free from all forms of invidious discrimination or discriminatory harassment.

Mindful of its high calling to promote diversity in thought and to assure all students an appropriate learning and working environment, California State University, Fullerton:

1. Challenges and summons its students, faculty, staff and administration to promote a hospitable and equitable learning environment for all persons;
2. Asserts that tolerance for diversity shall be the norm for behavior on the part of all who are present on the campus;
3. Discourages the use of derogatory or disparaging language and other forms of expression and, particularly, condemns those who insult persons on the basis of race, ethnicity, national origin, ancestry, citizenship, religion, creed, sex, sexual orientation, marital status, age, disability, or veteran status.

III. Programmatic Responses

- A. To achieve the high purpose of securing a hospitable and equitable learning and working environment for all persons, California State University, Fullerton commits itself to:
 1. Encouraging ethnic, gender, and cultural diversity in its faculty, student body, staff and administration;
 2. Promoting a University curriculum that recognizes the contributions and achievements of our diverse human community;
 3. Sponsoring programs and activities that increase the awareness of the value of diversity;
 4. Supporting organizations that foster inter-group understanding and harmony;
 5. Offering training to faculty, staff, administrators and student leaders in promoting harmonious inter-group interactions and conflict resolution;
 6. Periodically assessing the success of all units within the University in furthering these goals and objectives.
- B. While cherishing and protecting freedoms of speech and expression that are the very basis of the higher educational enterprise, the University will:
 1. Discourage instances of intolerance, discrimination, or harassment not subject to sanctions under sections 2-5 below. Workshops, seminars, or other learning opportunities focused on the nature of bigotry and prejudice may be appropriate responses to such behaviors;
 2. Invoke, where necessary, the sanctions authorized for instances of intentional discrimination that are prohibited by system-wide Executive Orders for the California State University, and/or are prohibited by state and federal law;

3. Invoke, where necessary, the sanctions authorized under standard civil and criminal codes for intentionally threatening individuals, damaging property, or disrupting the educational enterprise, specifically including those instances of threat, damage and disruption premised on intolerance and discrimination;
4. Take appropriate actions in the face of student misconduct as provided in Title 5, California Code of Regulations, including Section 41301(k) which prohibits abusive behavior directed toward, or hazing of, any member of the campus community;
5. Take actions in the face of misconduct, including misconduct premised on intolerance and discrimination, by staff and faculty as appropriate in the context of collective bargaining agreements; and in the instance of administrators and other employees not covered by bargaining agreements, in the context of Executive Order 419 ("System-wide Grievance Procedure - Discrimination Complaints for Employees Not Covered by Existing Regulation" or Executive Order 675 System-wide Complaint Procedure for Discrimination Complaints by Employees Not Eligible to File a Discrimination Complaint or Grievance Under a Collective Bargaining Agreement.

IV. Guidelines for Establishing Campus Procedures for the Resolution of Complaints Filed Under the Provisions of the CSUF Nondiscrimination Policy

The procedure shall conform to the following general principles:

1. The first and prior principle shall be to protect constitutionally protected speech, specifically including speech in the classroom. No prior restraint upon expression shall be embodied in a code of conduct or other such regulations designed to sanction invidious harassment.
2. The second principle, and next in order of priority, shall be a preference for informal resolution of minor conflicts and disputes. Major disputes and recurring minor incidents of intentionally discriminatory behavior should be addressed through formal resolution.
3. The third principle, and next in order of priority, shall be confidentiality, but only insofar as confidentiality may be consistent with due process.
4. The fourth principle, and next in order of priority, shall be enforcement of the policy and procedures in a manner consistent with due process protections, including the right of any individual charged with violation to notice and a hearing.
5. The fifth principle, and last in order of priority, shall be the maintenance of records adequate for statistical and policy review. Record keeping must not be inconsistent with, and must not take UPS 240.000 priority over, confidentiality and a preference for informal dispute resolution.

UPS 240.00

Effective: February 15, 2005

PUBLIC MEETINGS, PERFORMANCES AND RALLIES

Public meetings, performances, rallies and similar events may be held by students and faculty in accordance with procedures approved by the President.

These events may be held by non-students or non-faculty only with written permission of the President or the President's designee.

Fundraising activities may occur in accordance with provisions of the campus Facility Use Manual.

Public meetings, performances, rallies and similar public events must not disrupt the educational process. Such events may be held in accordance with scheduling procedures approved by the President or the President's designee. These procedures include but are not limited to the following regulations:

- a. Rallies, public meetings and performances held in the central quad which require amplification may use only the sound system and technician provided by the Titan Student Union.
- b. Musical performances in the central quad which require amplification may occur only between 12 pm and 1 pm.
- c. In no case shall any activity occur if it disrupts the educational process.
- d. Space for any meeting, rally or other public event held in an exterior location must be scheduled through the Dean of Students Office or, in the case of physical education, athletics and recreation facilities, through the campus Sports Complex and in accordance with policies and procedures governing use of those facilities. Student groups wishing to schedule a meeting, rally or other public event indoors must also schedule through the Dean of Students Office.
- e. Speakers are not to be subjected to harassment, nor is the right of all to hear the speaker to be infringed.
- f. All students and faculty and staff on their own time, are free to participate in demonstrations as long as the activity, in the opinion of the President or the President's designee, does not disrupt ordinary foot and/or vehicle traffic, or otherwise interfere with the operations of offices and/or the conduct of classes, and as long as it does not occur in places other than those in which university business is not normally conducted (such as an exterior location or the lobby of a building). Demonstrations may not be conducted in classrooms, offices or reception areas.

In cases involving students or student organizations, the President's designee shall be the Vice President for Student Affairs or the Vice President's designee. In those cases involving faculty or faculty organizations, staff, non-faculty and non-students, the President's designee shall be the Vice President for Administration or the Vice President's designee.

Excerpted from President's Directive No. 5 University Policy Regarding Public Meetings, Performances, Rallies or Similar Public Events on Campus

Effective: February 1994

SEXUAL ASSAULT POLICY

Cal State Fullerton does not tolerate sexual assault against females or males. The university attempts to protect members of the campus community, including visitors, from sexual assaults and offers any student, faculty or staff member who survives a sexual assault that occurs within the context of the university community support to enable them to continue to pursue their academic or career goals.

Sex crimes including but not limited to sexual assaults and rapes represent violations of criminal and civil law, and constitute serious breaches of student or employee conduct as well. All parties should explicitly agree to any sexual activity. Verbal communications of non-consent, non-verbal acts of resistance or rejection, or mental impairment of the victim due to any cause including the victim's use of alcohol or drugs may constitute lack of consent. The use of alcohol or drugs will not be accepted as an explanation for the actions of any individual charged with a violation of this Policy.

Any individual who has been sexually assaulted within the context of the university community is strongly encouraged to file a complaint with university officials, as well as

with any civil authorities that individual deems appropriate.

Definitions

For the purposes of this Policy, “sexual assault” is defined as any sexual act perpetrated upon a person without their consent, where the assailant uses physical force, threat, coercion or intimidation to overpower or control the victim; where the victim fears that they or another person will be injured or otherwise harmed if they do not submit; where the victim is prevented from resisting due to the influence of alcohol or other drugs; or where consent is otherwise not freely given. A sexual act includes but is not limited to actual or attempted intercourse, sexual touching, fondling and groping.

Sexual assault is classified as “rape” when vaginal, anal or oral intercourse takes place without consent. This includes penetration by a foreign object.

Any individual who survives a sexual assault is appropriately referred to as a “survivor” and is so identified throughout this Policy.

A “professional counselor” is an individual whose official responsibilities include providing mental health counseling to members of the institution’s community and who is functioning within the scope of their license or certification.

Response to Reports of Sexual Assault

The university is committed to creating a campus environment that both promotes and assists in prompt reporting of sexual assault, and to providing compassionate support services for survivors.

Survivors of a campus-related sexual assault have certain rights that include the following:

1. The survivor has the right to have their claims treated seriously and to be treated with dignity. The survivor has the right to be informed of their options with regard to notifying law enforcement authorities and to be assisted in notifying such authorities if they so choose. Because the university recognizes that a sexual assault is more than an assault on an individual’s body, but is also an attack on the individual’s dignity and sense of self, the university is committed to insuring that the decision to take action against the accused rests solely with the survivor. There may be circumstances, however, when the university must take action to protect the survivor or the campus community. Federal law requires that the university provide the campus community with timely notice of certain reported crimes and/or acts the institution believes represent a threat to members of the campus community.
2. The survivor has, irrespective of the beliefs or desires of others, the right to report or not to report a sexual assault.
3. Student survivors may choose to change university housing and academic arrangements, if such changes are reasonably available, without financial or academic penalty. For assistance in exploring options for a change in academic situations, contact should be made with the Assistant Dean for Student Affairs in their College. For assistance in exploring options for a change in on-campus living environments, contact should be made with the Director of Housing and Residential Life.

A. What to do After an Assault

1. Individuals who have been raped or sexually assaulted should try to preserve all physical evidence. They should not wash, use the toilet or change clothing if doing so can be avoided. If oral contact took place, one should not smoke, eat, drink or brush one’s teeth. If one changes clothes, all clothing worn at the time of the attack should be placed in a paper bag, not plastic. Medical attention should be sought as soon as possible to assess any physical injuries, prevent sexually transmitted diseases or pregnancy, and collect important evidence in the event legal action is taken.

2. The nature of sexual assault, particularly when perpetrated by an acquaintance, makes it difficult for many survivors to report their experience. For this reason, the Women's Center has been designed as the primary place where individuals may seek assistance.
3. Students who believe that they are victims of a sexual assault should contact at least one of the following university offices:
 - a. Women's Center
 - b. University Police Department
 - c. Counseling and Psychological Services
 - d. Student Health and Counseling Center
 - e. Dean of Students Office
4. University faculty, staff members or campus visitors who believe they are victims of a sexual assault should contact at least one of the following university offices or officials:
 - a. Women's Center
 - b. University Police Department
 - c. Human Resources Department
 - d. Supervisor or Department Head
 - e. Student Health and Counseling Center
5. Survivors may receive confidential assistance from any professional counselor located on or associated with the university, or staff within the Student Health and Counseling Center, with whom conversations are privileged.
6. Not all conversations with professional counselors located on or associated with the university, or staff within the Student Health and Counseling Center, are privileged. Prior to assisting a survivor, staff and professional counselors shall inform the survivor whether or not a conversation is privileged.

B. University Disciplinary Procedures

1. The university is committed to providing disciplinary processes that are sensitive, supportive, expedient and respectful of the individual rights of all involved. Both the survivor and the accused are entitled to have others present during the campus disciplinary proceeding, and both will be informed of the outcome of the proceedings.
2. The university will proceed with a disciplinary action when it appears that the university's prohibition against any form of sexual abuse may have been violated. Individuals charged with sexual assault may be disciplined by the university as well as prosecuted under California's criminal statutes. Whether or not a criminal prosecution occurs, the university retains the right to proceed with a disciplinary action at any time, and the university need not await the disposition of any such criminal prosecution. Disciplinary actions will be handled in accordance with established California State University policies or provisions of applicable collective bargaining agreements.
3. Students may choose to pursue the allegation through the university's disciplinary process. During an initial consultation with the survivor, the Associate Dean of Students, Judicial Affairs, will clarify the disciplinary process, explain the options available to the survivor and review the incident. Crisis counselors or other support persons are welcome and encouraged to accompany the survivor.
4. Any of the sanctions listed below may be applied by the university against students found responsible for sexual assault or complicity in sexual assault. The

type and number of sanctions applied will depend on the severity of the offense. Possible sanctions include but are not limited to:

- a. Expulsion from the university.
 - b. Suspension from the university for a specified time.
 - c. Disciplinary Probation for a specified time.
 - d. Psychological counseling and/or assessment.
 - e. Performance of community service.
 - f. Revocation of residence hall contract.
 - g. Prohibition against contacting the survivor.
 - h. Withdrawal from participation in campus organizations or activities.
5. A student may be suspended immediately for an interim period pending an investigation and hearing whenever the university president determines that such action is required.
6. Student organizations found to condone, promote, or be involved in activities that lead to sexual assault may have their university recognition withdrawn. Other possible sanctions include but are not limited to:
- a. Informing the organization's national or regional office about the activity.
 - b. Disbanding of the local chapter by the national organization.
 - c. Prohibiting participation in campus activities, events, and programs.
 - d. Requiring some or all members to conduct relevant community service and/or participate in sexual assault awareness programs.
 - e. Loss of all university privileges (use of equipment, meeting rooms, advertising space, on-campus fundraising).
- The Dean of Students will make a recommendation concerning sanctions to the Vice President for Student Affairs. The Vice President will then inform the student organization, in writing, of the sanction(s) imposed. The Vice President may suspend any student organization's charter, pending a full review.
7. Sanctions up to and including dismissal from employment may be imposed on employees, following the utilization of established CSU policies and provisions of applicable collective bargaining agreements.

C. Legal Options

1. Reporting a sexual assault or attempted sexual assault to the university's Police Department does not mean that the survivor must press charges. However, it does begin the legal process should the decision to prosecute be made at a later date. The sooner an assault is reported, the more likely valuable evidence can be collected.
2. Survivors can consult an attorney about initiating a suit in civil court for damages against the assailant. The purpose of a civil suit is to compensate the survivor for the wrong done to them. A civil action may be brought against the assailant regardless of whether criminal charges are pursued.

D. University Counseling and Educational Resources

1. Programs to promote the awareness of and prevention of rape, acquaintance rape and other sex offenses are conducted by the university's Police Department, Women's Center staff, Housing and Residential Life staff, and the Dean of Students Office for the Greek system and other student clubs and organizations.
2. Staff members of Counseling and Psychological Services, Student Health and

Counseling Center, Woman's Center and Dean of Students Office are trained to assist and support victims of sexual offenses in notifying appropriate law enforcement authorities regarding such assaults, if requested by the survivor.

3. All university residence hall students receive information on safety and security. Included in that information is a list of campus and off campus community resources, including the Orange County Sexual Assault Hotline. The counselors of the Counseling and Psychological Services office and the medical, nursing and psychiatric staff of the Student Health and Counseling Center also have information regarding off-campus counseling resources for survivors of sexual offenses.

E. Statistical Reporting

1. The university's Police Department will collect and provide statistics on reported sexual assaults as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. All personally identifying information will be removed from statistical reports.
2. Professional counselors located on or associated with the university, and staff within the Student Health and Counseling Center, with whom conversations are privileged will inform survivors of the ability to report crimes on a confidential basis for statistical purposes. Any such reporting is voluntary. All other university personnel are required to notify the university's Police Department upon receipt of a report of sexual assault for Clery Act reporting purposes.

F. Survivor Confidentiality

1. University officials will make every effort to ensure the confidentiality of survivors, and all members of the university community are urged to treat knowledge of an individual's status as a survivor of sexual assault/abuse in a confidential manner.

Vice President for Student Affairs

2001

SEXUAL HARASSMENT POLICY

I. Policy Statement

It is the policy of California State University, Fullerton and the California State University to maintain a working and learning environment free from sexual harassment of its students, employees and those who apply for student or employee status. Sexual harassment is illegal under Title VII of the Civil Rights Act of 1964, Title IX of the Higher Education Amendments of 1972, and the California Education Code 89535. Executive Order 345 Prohibition of Sexual Harassment also prohibits sexual harassment within the California State University System. The University will not tolerate sexual harassment and will take action to eliminate such behavior.

II. Definition and Conditions of Sexual Harassment

Sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual;
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive

working environment [Citation: *Equal Employment Opportunity Commission Guidelines on Sexual Harassment*];

4. Such conduct has the purpose or effect of interfering with a student's academic performance, creating an intimidating, hostile, offensive or otherwise adverse learning environment, or adversely affecting any student's access to campus programs, services and benefits.

III. Policy Implementation and Dissemination

The President is responsible for the implementation of this policy, establishment of procedures for the resolution of complaints, and preparation of periodic status reports.

All supervisors and managers are responsible for the implementation of this policy and maintaining a working and learning environment free from sexual harassment.

This policy and a listing of offices designated to receive complaints shall be widely disseminated to all members of the University community and publicized in official campus publications.

IV. Guidelines for Establishing Campus Procedures for the Resolution of Complaints Filed Under the Provisions of This Policy

The procedure shall conform to the following general principles:

1. The policy and procedures shall be enforced in a manner consistent with due process protections, including the right of any individual charged with a violation to notice and a hearing.
2. Confidentiality shall be of primary importance insofar as may be consistent with due process.
3. Informal resolution shall be the established practice for minor conflicts and disputes. Major disputes and recurring minor incidents of intentionally discriminatory behavior should be addressed through formal resolution.
4. Records shall be maintained which are adequate for statistical and policy review. Record keeping must not be inconsistent with, and must not take priority over, confidentiality and a preference for informal dispute resolution.
5. Any member of the campus community may use the procedures except as otherwise provided for under an agreement between a collective bargaining unit and the University. Faculty, staff and administrative employees should refer to the appropriate collective bargaining agreement for filing complaints of harassment, Executive Order 419 Discrimination Complaints for Employees Not Covered by Existing Regulation or Executive Order 675 System-wide Complaint Procedure for Discrimination Complaints by Employees Not Eligible to File a Discrimination Complaint or Grievance Under a Collective Bargaining Agreement, and should contact any of these offices for assistance: Affirmative Action, Associate Vice President Academic Affairs, or Human Resources.
6. Students and employees who knowingly file fraudulent complaints under this policy and implementing procedures are subject to disciplinary action.
7. Students and employees will not be subject to retaliation for filing legitimate complaints.

UPS 240.100

Effective: February 15, 2005

APPENDIX

PREPARING FOR AN EMERGENCY

California State University Fullerton's Emergency Operations Plan addresses the challenges and responsibilities of emergency preparedness on campus. The purpose of the plan is to provide the framework for coordination and full mobilization of university and external resources in time of emergency. This plan clarifies strategies to prepare for, respond to, and recover from an emergency or disaster incident that could impact the campus or region. As a member of the campus community you have a vital role in the plan. Knowing your role and responsibilities during an emergency on campus is important to the plan's overall success.

For information to help you prepare for most expected hazards or emergencies, please visit the Campus Emergency Preparedness website at www.fullerton.edu/emergencypreparedness/. Sample topics include:

- ◆ University Emergency Operations Plan
- ◆ Shelter in Place/Active Shooter Guidance
- ◆ Campus Evacuation Areas
- ◆ Emergency Supplies for Campus/Car/Home
- ◆ The Importance of Water

During an emergency the University is committed to providing students the latest and best available information regarding the incident. Be sure to register your cell phone, home phone and email address so that you can be reached in case of an emergency situation on the campus. For information on updating or adding any personal contact information, please visit this website www.fullerton.edu/emergencypreparedness/docs/Contact_inst.pdf. In the event of an emergency on campus you may also dial (657) 519-0911 to receive 24-hour recorded information regarding the situation.

For comments or questions regarding the Emergency Operations Plan or CSUF emergency preparedness please contact the Emergency Management Coordinator at (657) 278-3572.

CAMPUS DIRECTORY

Unless otherwise noted, the area code prefix for all university extensions is (657) 278-xxxx. You can reach the university operator at (657) 278-2011.

	<u>Room</u>	<u>Phone</u>
Academic Advisement Center	UH-123	3606
Academic Appeals	LH-805	3836
Admissions & Records Service Center	LH-114	7601
Adult Re-entry Center	UH-205	3889
Alumni Relations	GAH-100	2586
American Language Program	CP-100	2909
Arboretum Office	Arboretum	3579
Arts, College of the	VA-199	3256
Associated Students, CSUF, Inc.	TSU-207	3295
Athletics	Titan House	3058
Bookstore	Commons	3418
Box Office - Athletics	TH-110	2783
Box Office - Performing Arts	PA-198B	3371
Business & Economics, College of	SGMH-3100	4652
Business Advising Center	SGMH-1201	2211
Business Tutoring Center	SGMH-2404	2704
Camp Titan	TSU-269	3036
Campus Operator	PLS-182	2011
Campus Tours	UH-178	2501
Career Center	LH-208	3121
Center for Careers in Teaching	H-113	7130
Children's Center	CC-203	2961
College Legal Clinic	TSU-258	5850
Communications, College of	CP-450	3355
Counseling & Psychological Services	HCA-116	3040
Daily Titan, Classified	CP-660	3373
Dean of Students Office	TSU-235	3211
Disabled Student Services	UH-101	3117
Education, College of	EC-190	3411
Educational Opportunity Program	UH-143	2288
Emergency		911/3333
Engineering & Computer Science, College of	CS-502	3362
Extended Education	CP-100	2611
Financial Aid	UH-146	3125
Freshman Programs	LH-216	3709
Garden Grove Center	GG	741-9161
Health Center	SHCC-East/West	2800

Health & Human Development, College of	EC-606	3311
Health Professions Advising	UH-223	3980
Help Desk (IT)	PLS-241	7777
Housing & Residential Life	CRH Housing Office	2168
Humanities & Social Sciences, College of	H-211	3528
Information Technology	PLS-260	3921
Intensive Learning Experience (ILE)	LH-234	7236
International Education & Exchange	UH-244	2787
Irvine Campus	IRVC	(949) 936-1600
Library	PLN; PLS	2633
Lost and Found		
Titan Student Union	TSU Information Desk	2468
University Police	T-1200	4308
Natural Sciences & Mathematics, College of	MH-166	2638
Parking & Transportation Services	T-1400	3082
President of the University	LH-900	3456
Reprographics	T-1101	3964
ROTC (Military Science)	E-301	3007
SchoolsFirst Federal Credit Union	Commons II	258-4000
Student Academic Services	UH-143	2288
Student Financial Services	UH-180	2495
Student Information & Referral Center	UH-178	2501
Testing Services	UH-229	3838
TitanCard	PLS-140	3555
Titan Recreation	SRC	7529
Titan Shops	Commons	3418
Titan Student Union Information	TSU Information Desk	2468
University Honors & Scholars Center	PLN-120	7440
University Learning Center	PLN-200	2738/4738
University Police	T-1200	2515
VP for Academic Affairs	MH-133	2614
VP for Administration & Finance	LH-802	2115
VP for Student Affairs	LH-805	3221
VP for University Advancement	CP-850	5287
Visitor Information Center	LH-112	3120
Women's Center	UH-205	3928