

Marshall University

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Marshall University Student Handbook

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8-1986

## **The Student Handbook of Marshall University, 1986-1987**

Marshall University

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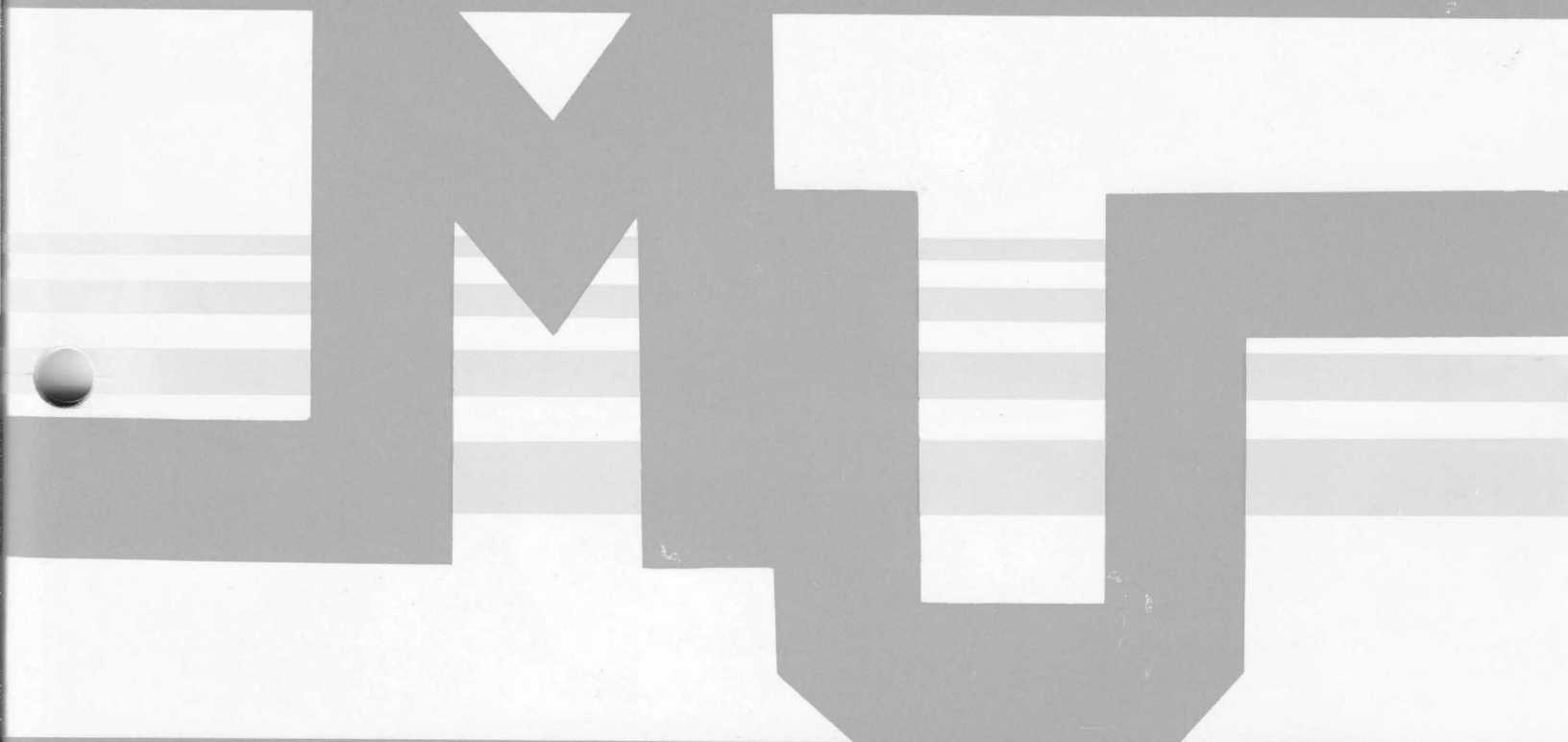


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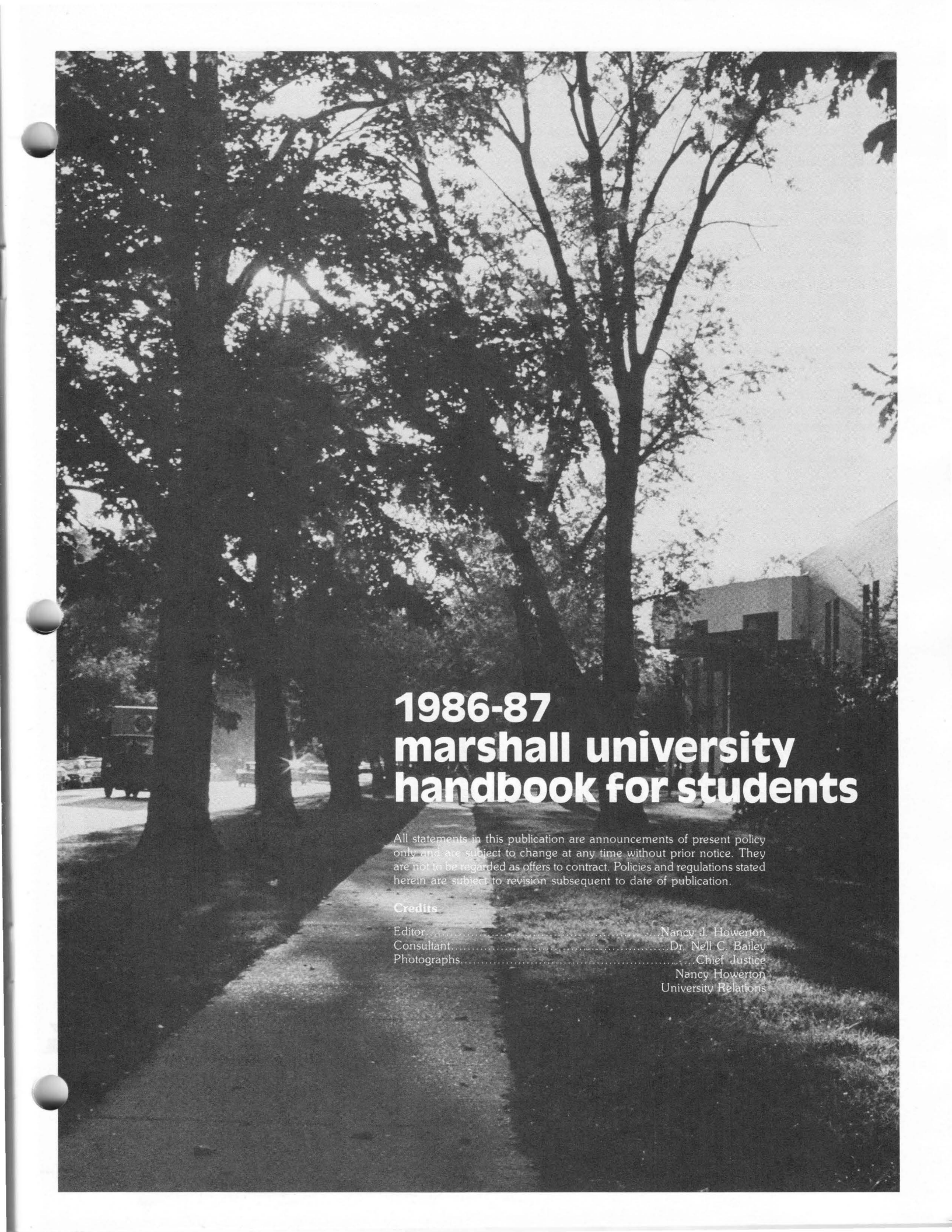
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# 1986-87 STUDENT HANDBOOK



# MARSHALL UNIVERSITY



A black and white photograph of a tree-lined path leading to a building at Marshall University. The path is paved and runs through a row of large, mature trees. In the background, a modern building with a flat roof is visible. The sky is bright, and the overall scene is peaceful and academic.

# 1986-87 marshall university handbook for students

All statements in this publication are announcements of present policy only and are subject to change at any time without prior notice. They are not to be regarded as offers to contract. Policies and regulations stated herein are subject to revision subsequent to date of publication.

#### Credits

|                  |   |
|------------------|---|
| Editor.....      | Nancy J. Howerton                                       |
| Consultant.....  | Dr. Nell C. Bailey                                      |
| Photographs..... | Chief Justice<br>Nancy Howerton<br>University Relations |

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# At a Spot Called Maple Grove

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Marshall University traces its origin to 1837, when residents of the community of Guyandotte and the farming country nearby decided their youngsters needed a school that would be in session more than three months a year.

According to records, these residents met at the home of lawyer John Laidley and planned their school. They named it Marshall Academy in honor of Laidley's friend, the late Chief Justice John Marshall.

At a spot called Maple Grove they chose one and one-quarter acres of land on which stood a small log building known as Mount Hebron Church. It had previously been the site of a three-month subscription school and remained that for another term. Eventually, \$40 was paid for the site.

On March 30, 1838, the Virginia General Assembly formally incorporated Marshall Academy. Its first full term was conducted in the 1838-39 school year.

For decades the fledgling school faced serious problems, most of them financial. The unsettled times of the Civil War forced it to close for several years. But in 1867, the West Virginia Legislature renewed the institution's vitality by creating the State Normal School at Marshall College for the purpose of training teachers.

However, it was not until the tenure of MU President Lawrence J. Corby, from 1896 to 1915, that the college began its real growth. In 1907, enrollment exceeded 1,000. Today it is about eleven times that number.

Since the early 1900's Marshall's expansion has generally been consistent and sometimes spectacular. The College of Education, first called Teachers College, was organized in 1920 and the first college degree was awarded in 1921. The College of Arts and Sciences, now known as the College of Liberal Arts, was formed in 1924. Twenty-four years later, the Graduate School was organized.

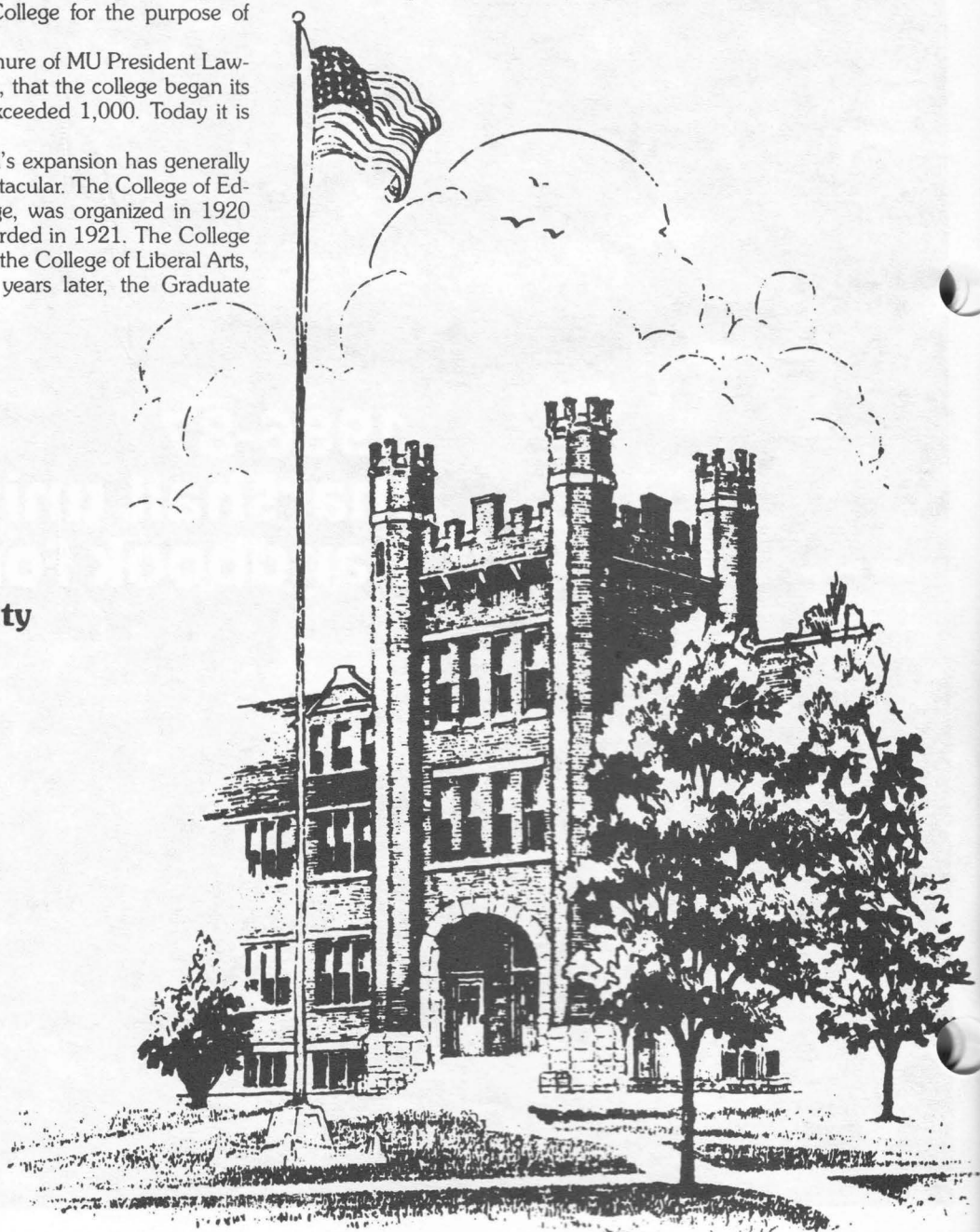
The College of Applied Science came into being in 1960; the School of Business, in 1969. These two were merged into the College of Business and Applied Science in 1972 and renamed the College of Business in 1977.

In 1974 the School of Medicine and Associated Health Professions was established. The Community College was formed in 1975, and the College of Science was authorized by the West Virginia Board of Regents a year later. Other additions to the academic program in this decade are the College of Fine Arts, the School of Nursing and the W. Page Pitt School of Journalism.

From academy to college to many colleges — Marshall was granted university status in 1961. Today it has an alumni body of more than 38,000.

Since the formation of the West Virginia Board of Regents in 1969, Marshall University's progress as an urban-oriented institution of higher education has been given strong impetus. As a result of this support, and because of active local leadership and a centralized location in the busy Tri-State area, Marshall is a university with excellent prospects for future development.

**.. from academy,  
to college,  
to university**





SECTION

# ONE

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**Answers for  
Students**

# A Message from the President



MARSHALL UNIVERSITY  
HUNTINGTON, WEST VIRGINIA 25701

OFFICE OF THE PRESIDENT

Dear Students:

As we begin a new academic year at Marshall University, I would like to take this opportunity to extend my personal welcome and best wishes to you.

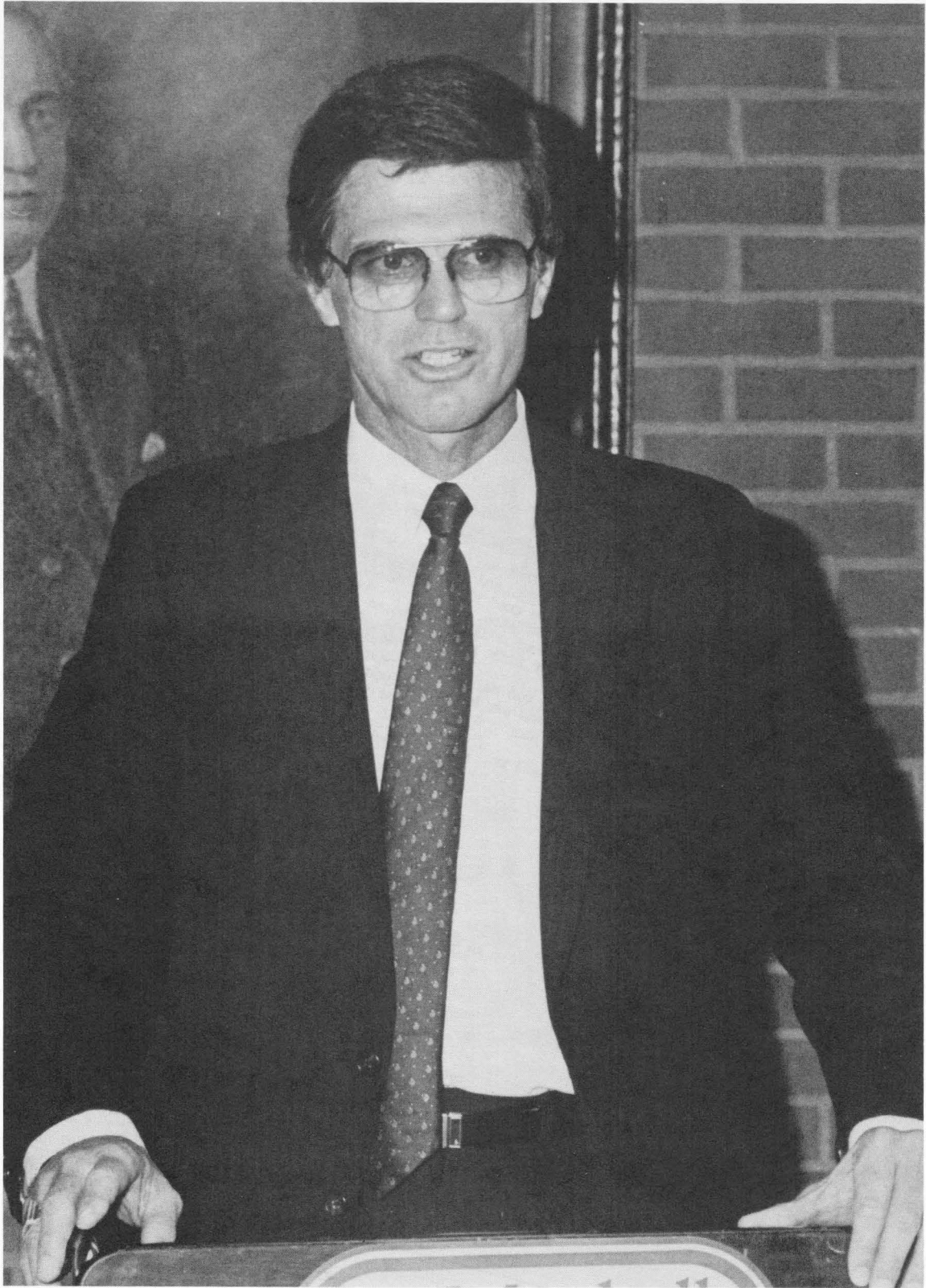
I'm certain that you will find Marshall an excellent place to further your education, and I know you will find our faculty and staff to be extremely helpful and responsive to your needs.

All of us look forward to working closely with you over the coming months, and if you ever have any problems or concerns, please don't hesitate to call on members of the faculty and staff for help. Once again, welcome to Marshall University, and best of luck for the coming year.

Sincerely,

Dale F. Nitzschke  
President

A state university of West Virginia



# A Message from the Vice-President



HUNTINGTON, WEST VIRGINIA 25701

OFFICE OF THE VICE PRESIDENT/DEAN  
STUDENT AFFAIRS

Dear New Student:

All summer we have been making plans for your arrival. Finally, the time has come and you are with us.

I want you to know that Marshall has a lot of folks, who are interested in you, your welfare, and your success. Do not ever hesitate to call on any of us. Please read the section in your Student Handbook on the Division of Student Affairs. Here, you will find information on how to become involved in campus life and who to contact for what. All you have to do is make that first move.

My office is in Old Main - right next to the Office of Financial Aid. Stop by and say hello when you are in the building. I look forward to meeting each and everyone of you sometime during the year.

Good Luck! Call me, if you ever need me or any of the Student Affairs Staff.

Cordially,

*Nell C. Bailey*  
Nell C. Bailey  
Vice President/Dean  
of Student Affairs

A STATE UNIVERSITY OF WEST VIRGINIA





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## “How can we help you?”

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The Vice President/Dean of Student Affairs is involved in all university matters relating to student welfare, with primary involvement in those matters which are related to the co-curriculum and the extra-curriculum. The Vice President serves on the President's Cabinet, works with committees and administrators concerned with various Student Services, supervises the Student Affairs staff and recommends ideas to make Marshall a more productive and pleasing university for students.

Services and programs for students are provided through two major areas of Student Affairs, Student Life and Student Development. Student Financial Aid is an integral component of Student Affairs as well. Each area is outlined on the following pages to provide an understanding of programs available, and opportunities that enhance student experiences at Marshall University

The office of the Vice President/Dean of Student Affairs is located in Room 116, Old Main, (696)-6422.

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# Where to go for Information or help...

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## ACADEMIC COUNSELING

See COUNSELING, Academic.

## ACTIVITIES

Office of the Coordinator, Student Activities and Organizations, MSC 2W38, (696)-6770.

## ADMISSIONS

Office of Admissions, Old Main 125, (696)-3160.

## ALUMNI AFFAIRS

Memorial Student Center 2W19, (696)-3134.

## AMBULANCE SERVICE

University Department of Public Safety, Public Safety Building (5th Avenue across from Twin Towers), (696)-6406.

## BOOKSTORE

Memorial Student Center, (696)-3622.

## BUILDINGS AND GROUNDS

Superintendent of Buildings and Grounds, Maintenance Building, Twentieth Street and Virginia Avenue, (696)-6680.

## CALENDAR OF EVENTS

Office of Student Activities and Organizations, MSC 2W40, (696)-6770; Conference and Facilities Manager, MSC (696)-6472.

## CAREER COUNSELING

See Counseling, Career.

## COMMUNITY COLLEGE

Dean, (696)-3646.

## COMMUTER AFFAIRS

Student Government Association — Office of Off-Campus Housing and Commuter Affairs, MSC 2W29, (696)-6435.

## COMPUTER CENTER

Prichard Hall, Second Floor, (696)-3140.

## COPY MACHINES

James Morrow Library Building, (696)-2320; Bookstore in Memorial Student Center, (696)-3622; Memorial Student Center Lobby, (696)-2365; Stationers, 1945 Fifth Avenue, 525-7676.

## COUNSELING

**Academic:** Faculty advisor in your college. Undecided Majors consult Central Advising, Old Main 3B or Counseling Services, Prichard Hall, First Floor, (696)-3111.

**Career:** Counseling Services, Prichard Hall, First Floor, (696)-3111; Career Planning and Placement, Prichard Hall Lobby, (696)-2370.

**Health:** Student Health Coordinator, 104 Prichard Hall, (696)-2324/3111.

**International Students:** International Student Advisor, 119 Prichard Hall, (696)-2379.

**Personal:** Counseling Services, Prichard Hall, First Floor, (696)-3111.

**Religious:** Campus Christian Center, (696)-2444.

## COURSE CHANGES

Dean of your college or school.

## DUPLICATING

See COPY MACHINES.

## ESCORT SERVICE

University Department of Public Safety, Public Safety Building, Fifth Avenue across from Twin Towers, (696)-6406.

## FINANCIAL AID

Office of Student Financial Aid, Old Main 126, (696)-3162.

## FOREIGN STUDENT COUNSELING

See COUNSELING, International Students.

## HANDICAPPED ASSISTANCE

Vocational Rehabilitation, Prichard Hall 140, (696)-2394 or Disabled Student Service, (696)-3111.

## HEALTH SCIENCE LIBRARY

Community College Basement, (696)-6426.

## HEALTH SERVICE

John Marshall Medical Services, Doctors Memorial Building, 1801 Sixth Avenue, 526-0650.

## HEALTH EDUCATION PROGRAM OFFICE

Prichard Hall 104, (696)-2324.

## HOUSING

University Housing Office, Old Main 115, (696)-6765.

## I.D. CARDS

Registrar, Old Main 1B, (696)-6413.

## INSURANCE, HEALTH

Associate Dean of Student Affairs, Prichard Hall 117, (697)-2324.

## INTRAMURALS

Director of Intramurals, 2018 Henderson Center, (696)-6477.

## LEGAL ADVICE

Attorney for Students, Memorial Student Center 2W29, (696)-2366.

## LIBRARIES

James E. Morrow Library Building, (696)-2320.

Health Science Libraries, Basement of Community College Building, (696)-6426.

Music Library, 123 Smith Hall, (696)-6647.

## LOST AND FOUND

Information desk at Memorial Student Center, (696)-2365; Department of Public Safety Building, Fifth Avenue across from Twin Towers, (696)-6406.

## NEWSPAPER

The Parthenon, Smith Hall 317, (696)-6696.

## OFF-CAMPUS HOUSING & COMMUTER AFFAIRS

Housing Office, Old Main 115, (696)-6765, or Student Government, Memorial Student Center, 2W29 (696)-6435.

## ORGANIZATIONS

Office of Student Activities and Organizations, MSC 2W38, (696)-6770.

## ORGANIZATIONS WORKROOM

Memorial Student Center, 2W29, (696)-6435.

## PARKING

University Department of Public Safety, Public Safety Building, Fifth Avenue across from Twin Towers, (696)-6648.

## PART-TIME EMPLOYMENT

Office of Student Financial Aid, Old Main 126, (696)-3162. Office of Career Planning and Placement, Prichard Hall Lobby, (696)-2370.

## PAYMENT OF BILLS AND FEES

Bursar's Office, Old Main 101, (696)-6723.

## PERSONAL COUNSELING

See COUNSELING, Personal.

## PLACEMENT SERVICES

Career Planning and Placement, Prichard Hall Lobby, (696)-2370.

## POST OFFICE

University Mail Room, Public Safety Building, Fifth Avenue across from Twin Towers, (696)-6644.

## POSTAGE STAMPS

Memorial Student Center Lobby; Bookstore at Memorial Student Center; University Mail Room, Public Safety Building, Fifth Avenue across from Twin Towers.

## PURCHASING

Old Main 206, (696)-3157.

## RADIO STATION

WMUL-FM, Communications Building, (696)-6640.

## REFUNDS

Cashier's Office, Old Main 103, (696)-6723.

## REGISTRATION

Registrar, Old Main 106, (696)-6410.

## RELIGIOUS SERVICES

Campus Christian Center, (696)-2444.

## RESIDENCE HALL

The Resident Advisor on a floor or Resident Director of a residence hall, or Asst. Director of University Housing, Old Main 115, (696)-6765.

## RESIDENCE LIFE

Twin Towers East Lobby, (696)-3183.

## SCHOLARSHIPS

Office of Student Financial Aid, Old Main 126, (696)-3162.

## SECURITY SERVICES

Information on reporting violations, escort service, Department of Public Safety, (696)-6406, Fifth Avenue across from Twin Towers.



#### SPECIAL SERVICES

Prichard Hall, First Floor-South, (696)-3164.

#### STUDENT ACTIVITIES PROGRAMMING

Memorial Student Center 2W40, (696)-6770.

#### STUDENT GOVERNMENT

Memorial Student Center 2W29, (696)-6435.

#### TELEVISION STATION

WPBY-TV, Channel 33, Communications Building, (696)-6630.

#### TRANSCRIPTS

Registrar, Old Main 106, (696)-6410.

#### UPWARD BOUND

Prichard Hall 106, (696)-6456.

#### VARSITY ATHLETICS

Director of Athletics, Henderson Center 2028, (696)-5408.

#### VETERANS' CLERK

Registrar, Old Main 106, (696)-6410.

#### WITHDRAWAL FROM COURSE

Dean of your college or school.

#### WITHDRAWAL FROM THE UNIVERSITY

Registrar's Office, Old Main 106, (696)-6410.

#### WOMEN'S CENTER

Prichard Hall 101, (696)-3112.

#### XEROX

See COPY MACHINES.

#### DEPARTMENT OF PUBLIC SAFETY

On call 24 hours a day.

Phone: (696)-6406

Public Safety Building

#### DISABLED STUDENT SERVICES

8:00 a.m. to 4:30 p.m.

Evening by appointment.

Phone: (696)-3111

Prichard Hall-First Floor South

#### EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

See Libraries

#### GULLICKSON HALL

See Intramural/Recreational Services, Page 47.

#### HEALTH SERVICES

See Student Health Services, Page 41.

#### HENDERSON CENTER

See Intramural/Recreational Services, Page 47.

#### LEARNING RESOURCES CENTER

See Libraries

#### LEGAL AID

See Student Attorney

#### LIBRARIES

##### James E. Morrow Library

Academic Year:

7:45 a.m. to 11:00 p.m., M-TH

7:45 a.m. to 5:00 p.m., F

9:00 a.m. to 5:00 p.m., Sat.

1:00 p.m. to 10:00 p.m., Sun.

Summer Terms:

7:45 a.m. to 10:00 p.m., M-TH

7:45 a.m. to 5:00 p.m., F

9:00 a.m. to 5:00 p.m., Sat.

5:00 p.m. to 10:00 p.m., Sun.

Phone: (696)-2320.

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## University Hours

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#### ADMINISTRATIVE OFFICES

8:00 a.m. to 4:30 p.m. M-F

#### ATHLETIC TICKET OFFICE

9:00 a.m. to 4:30 p.m. M-F

Saturday: Will Vary With Season

Phone: (696)-3190

Henderson Center

Football Home Games at Fairfield Stadium

Basketball Home Games at Henderson Center

#### BOOKSTORE

Summer: 8:00 a.m. to 4:30 p.m. M-F

Academic Year:

8:00 a.m. to 6:30 p.m. M

8:00 a.m. to 4:30 p.m. T-F

10:00 a.m. to 2:00 p.m. Sat.

Phone: (696)-3622

Memorial Student Center

#### CAFETERIAS IN RESIDENCE HALLS

##### Holderby Hall:

7:00 a.m. to 6:15 p.m., M-TH

7:00 a.m. to 1:15 p.m., F

##### Towers:

Breakfast 6:45 to 9:15 a.m., M-F

Continental Breakfast, Lunch 10:45 a.m. to 1:15 p.m., M-F

Dinner 3:45 to 6:15 p.m., M-F

Saturday and Sunday: Brunch 11:00 a.m. to 1:00 p.m.

Dinner 3:45 to 5:45 p.m.

#### CAREER PLANNING AND PLACEMENT

8:00 a.m. to 4:30 p.m. M-F

Evenings by appointment.

Phone: (696)-2370

Prichard Hall Lobby

#### BURSAR'S OFFICE

8:00 a.m. to 4:15 p.m. M-F

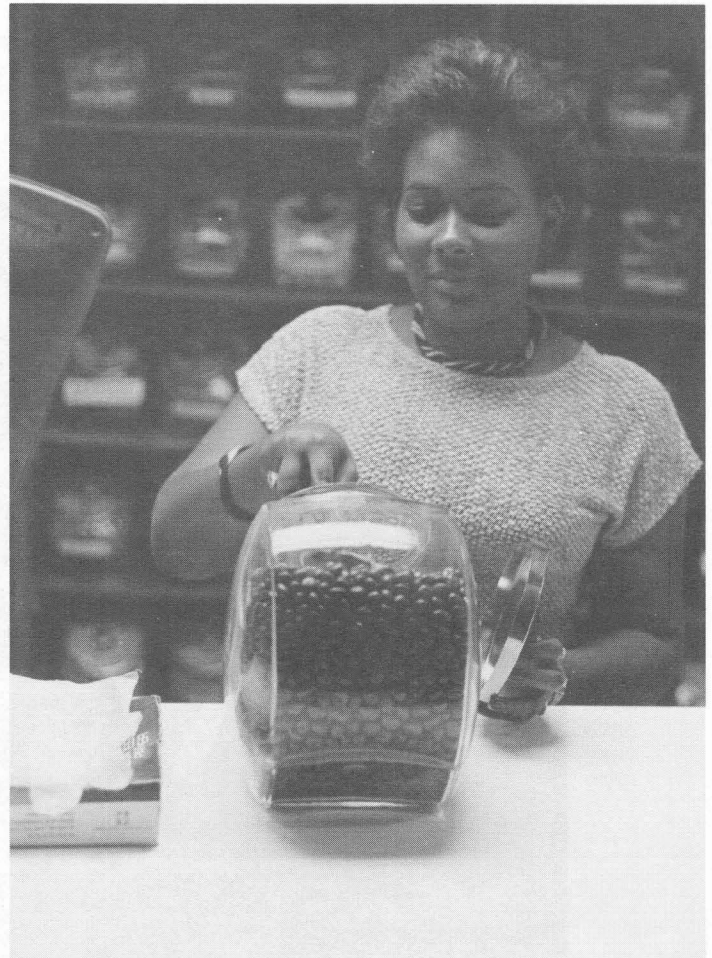
#### COUNSELING SERVICES

8:00 to 4:30 p.m. M-F

Evenings by appointment.

Phone: (696)-3111

Prichard Hall-First Floor South



**Educational Resources Information Center (ERIC)**

8:00 a.m. to 4:30 p.m., M-F

Closed during lunch hour.

Phone: (696)-3180

Located in Room 307, Old Main.

**Health Science Libraries**

Academic Year:

7:45 a.m. to 11:00 p.m., M-TH

7:45 a.m. to 10:00 p.m., F

9:00 a.m. to 10:00 p.m., Sat.

1:00 p.m. to 5:00 p.m., Sun.

Summer Terms: Hours same as for James E. Morrow Library

Phone: (696)-6426

Located in the basement of the Community College.

**Learning Resources Center**

Academic Year:

7:45 a.m. to 4:30 p.m., MWF

7:45 a.m. to 9:00 p.m., TTH

Summer Terms: 7:45 a.m. to 4:30 p.m., M-F

Phone: (696)-3119

Located on the first floor of Jenkins Hall

**Music Library**

8:00 a.m. to 9:00 p.m., M-TH

8:00 a.m. to 4:30 p.m., F

10:00 a.m. to 2:00 p.m., Sat.

Closed Sunday

Special schedules are posted for holiday and intersession periods.

Phone: (696)-6647

Located in Room 123, Smith Music Hall.

**MEMORIAL STUDENT CENTER**

Academic Year:

7:00 a.m. to Midnight, M-TH

7:00 a.m. Friday to 2:00 a.m. Saturday

8:00 a.m. Saturday to 1:00 a.m. Sunday

3:00 p.m. to Midnight, Sunday

Summer Terms:

8:00 a.m. to 10:00 p.m., M-F

Breaks: 8:00 a.m. to 4:30 p.m., M-F

Cafeteria: 7:30 a.m. to 3:00 p.m., M-F

Coffeeshouse:

Academic Year

3:00 p.m. to 11:45 p.m., M-TH

3:00 p.m. to 1:30 a.m., F

3:00 p.m. 12:30 a.m. Sat.

3:00 p.m. to 10:00 p.m., Sun.

Summer - 3:00 p.m. to 10:00 p.m., M-F

Phone: (696)-6472 (Student Center)

(696)-6474 (Coffeeshouse)

**PROFESSORS' OFFICE HOURS**

May vary with each semester; office hours are usually announced by each professor at the beginning of the semester.

**PUBLIC SAFETY**

See Department of Public Safety

**RESIDENCE LIFE OFFICE**

8:00 a.m. to 4:30 p.m., M-F

Closed Noon-1:00 p.m. for Lunch.

Evenings by appointment

Phone: (696)-3183 or (696)-2378

Located in the lobby of Twin Towers East.

**SECURITY**

See Department of Public Safety

**SPECIAL SERVICES**

8:00 a.m. to 4:30 p.m.

Evenings by appointment.

Phone: (696)-3164

Located in Prichard Hall, First Floor South

**SPEECH AND HEARING CLINIC**

8:30 a.m. to 5:00 p.m., M-F

Phone: (696)-3640

Located in Room 143, Smith Hall

**STUDENT ATTORNEY**

Hours as posted.

**STUDENT DEVELOPMENT CENTER**

8:00 a.m. to 4:30 p.m., M-F

Evenings by appointment

Phone: (696)-3111

Located in Prichard Hall, First Floor South

**STUDENT LEGAL AID**

See Student Attorney

**WMUL RADIO**

Academic Year:

6:30 a.m. to 2:00 a.m., M-TH.

6:30 a.m. to 1:00 a.m., F-Sat.

6:30 a.m. Sun to 1:00 a.m. M

Phone: (696)-6640

Located in the Communications Building.

**WPBY-TV**

Business Hours: 8:30 a.m. to 5:00 p.m., M-F

Broadcast Hours: 6:15 a.m. to approximately

12:30 p.m., M-F

7:00 a.m. Sat to 1:00 a.m.

7:00 a.m. Sun. to 12:30 a.m. M

Phone: (696)-6630

Located in the Communications Building.



# Academic Departments

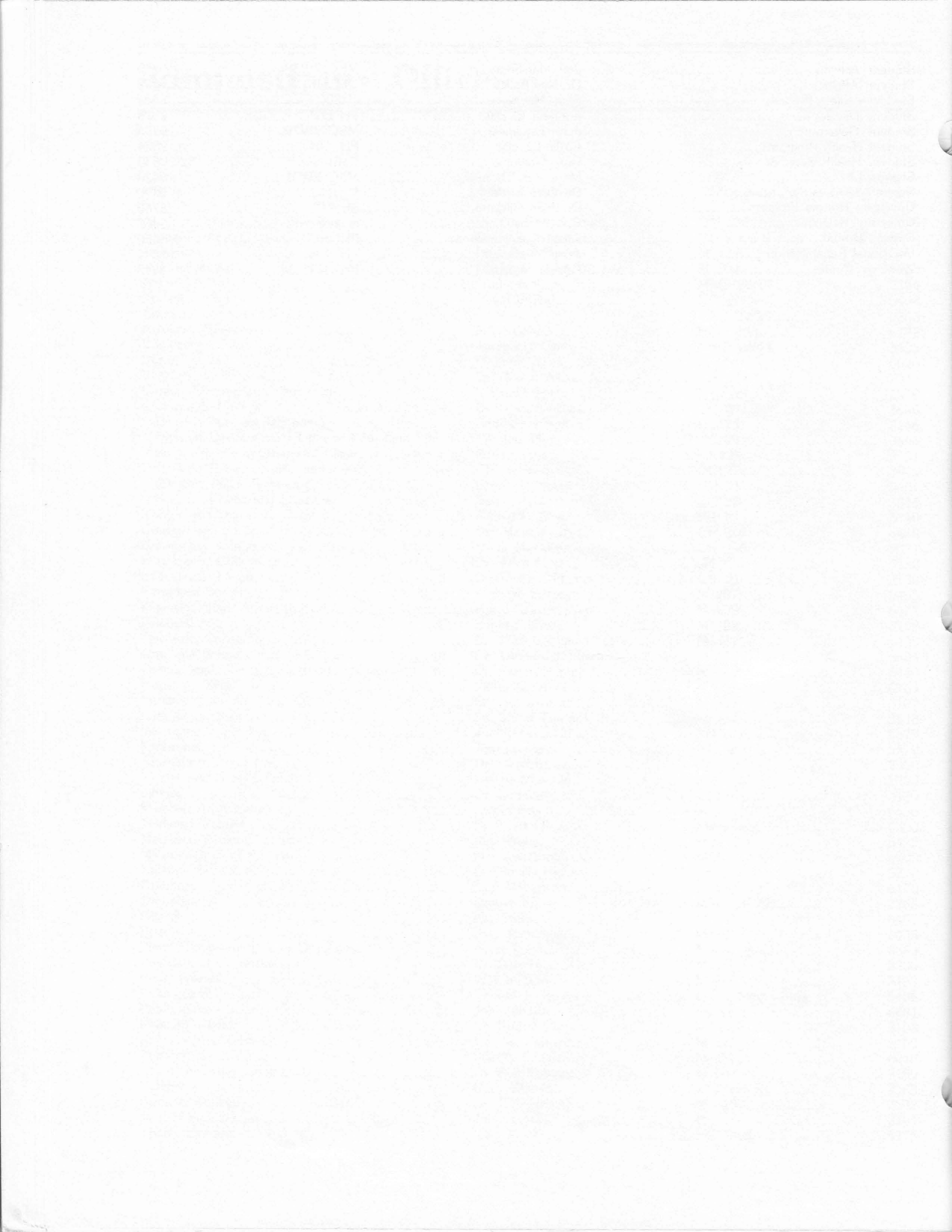
| Department                                     | Contact Person                   | Office Number    | Centrex or Off-Campus  |
|--|----------------------------------|------------------|------------------------|
| Accounting.....                                | William Radig.....               | CH221.....       | 2310                   |
| Admissions to MU Med. School.....              | Cynthia Warren.....              | MEB G09.....     | 429-5500               |
| Anatomy.....                                   | Patrick Brown, PhD.....          | MEB 217A.....    | 429-6788               |
| Animal Resources Facility.....                 | Ronald Larson, DVM.....          | MEB B18A.....    | 429-6774               |
| Art.....                                       | June Kilgore, MFA.....           | SH 720.....      | 6760                   |
| Biochemistry.....                              | Frederick J. Lotspeich, PhD..... | MEB G17A.....    | 429-6936               |
| Biological Sciences.....                       | Donald Tarter, PhD.....          | S 12.....        | 3148                   |
| Chemistry.....                                 | Gary Anderson, PhD.....          | S 16C.....       | 2430                   |
| Classical Studies.....                         | Charles O. Lloyd, PhD.....       | HH 408.....      | 3166                   |
| Clinical Lab. Sciences.....                    | Bruce Brown, MS.....             | OM 234.....      | 3188                   |
| Computer & Information Science.....            | Robert M. Babb, EdD.....         | CH 311.....      | 5422                   |
| Continuing Medical Education.....              | Charles W. Jones, PhD.....       | DMB 431.....     | 526-0515               |
| Counseling & Rehabilitation.....               | William McDowell, Ph.D.....      | HH 356.....      | 2383                   |
| Criminal Justice.....                          | Margaret Brown, JD.....          | HH 226.....      | 3196                   |
| Curriculum & Foundations.....                  | Jack Jervis, EdD.....            | JH 200.....      | 2333                   |
| Economics.....                                 | Roger Adkins, PhD.....           | CH 256.....      | 6492                   |
| Educational Administration.....                | Neil Gibbins, PhD.....           | JH 217.....      | 6430                   |
| Educational Media.....                         | Virginia Plumlev, PhD.....       | CB 216.....      | 2330                   |
| English.....                                   | Robert Gerke, PhD.....           | CH 344.....      | 6600                   |
| Family and Community Health.....               | Robert B. Walker, MD.....        | DMB 452.....     | 526-0508               |
| Finance & Business Law.....                    | Ernest W. Cole, MA.....          | CH 414.....      | 2311                   |
| Geography.....                                 | Howard Adkins, PhD.....          | HH 205.....      | 3108                   |
| Geology.....                                   | Richard B. Bonnett, PhD.....     | S 301.....       | 6720                   |
| Health, Physical Education and Recreation..... | W. Donald Williams, EdD.....     | GH 108.....      | 6490                   |
| Health Science Libraries.....                  | Laurie Hildreth.....             | CC Basement..... | 6426                   |
| History.....                                   | David R. Woodward, PhD.....      | SH 776.....      | 6780                   |
| Home Economics.....                            | Martha Childers, MA.....         | CH 203.....      | 2386                   |
| Journalism.....                                | Deryl R. Leaming, PhD.....       | Sh 321.....      | 2360                   |
| Management.....                                | Chong Kim, PhD.....              | CH 318.....      | 5423                   |
| Marketing.....                                 | Richard L. Powers, DBA.....      | CH 217.....      | 2313                   |
| Mathematics.....                               | Charles V. Peele, PhD.....       | SH 763.....      | 6482                   |
| Medicine.....                                  | Maurice A. Mufson, MD.....       | DMB 330.....     | 526-0561               |
| Microbiology.....                              | Albert G. Moat, PhD.....         | MEB 111A.....    | 429-6764               |
| Military Science.....                          | Lt. Col. John Macel, MA.....     | GH 217.....      | 6450                   |
| Modern Languages.....                          | Harold Murphy, PhD.....          | SH 713.....      | 6730                   |
| Music.....                                     | Donald Williams, DM.....         | SMH 154.....     | 3117                   |
| Nursing.....                                   | Phyllis Higley, PhD.....         | PH 426.....      | 6750                   |
| Obstetrics and Gynecology.....                 | David Charles, MD.....           | DMB 236.....     | 526-0618               |
| Pathology.....                                 | Stebbins B. Chandor, MD.....     | MEB 128A.....    | 429-1346               |
| Pediatrics.....                                | Martin R. Klemperer, MD.....     | DMB 318.....     | 526-0585               |
| Pharmacology.....                              | Gary O. Rankin, PhD.....         | MEB G26A.....    | 429-1318               |
| Philosophy.....                                | John N. Veilkind, PhD.....       | HH 417.....      | 6739                   |
| Physics & Physical Science.....                | Ralph E. Oberly, PhD.....        | S 106.....       | 6738                   |
| Physiology.....                                | Eugene Aserinsky, PhD.....       | MEB 209A.....    | 429-1316               |
| Political Science.....                         | Simon Perry, PhD.....            | SH 712.....      | 6636                   |
| Psychiatry.....                                | Johnnie Gallemore, MD.....       | DMB 345.....     | 526-0580               |
| Psychology.....                                | Donald Chezik, PhD.....          | HH 330.....      | 6446                   |
| Radiology.....                                 | Charles McKnown, MD.....         | VA Hospital..... | 429-6741<br>(Ext. 293) |
| Religious Studies.....                         | Charles Ray Mabee, PhD.....      | HH 409.....      | 2396                   |
| College of Fine Arts.....                      | Paul A. Ballshaw, DMA.....       | OM 112.....      | 6433                   |
| Social Studies.....                            | Frank Riddel, PhD.....           | HH 105.....      | 6610                   |
| Sociology & Anthropology.....                  | Kenneth Ambrose, PhD.....        | SH 769.....      | 6700                   |
| Speech.....                                    | Dorothy Johnson, PhD.....        | SH 256.....      | 6786                   |
| Support Services.....                          | Olen E. Jones, Jr., PhD.....     | OM 114.....      | 2487                   |
| Surgery.....                                   | Robert L. Bradley, MD.....       | DMB 425.....     | 526-0530               |
| Theatre/Dance.....                             | N. Bennett East, PhD.....        | OMB 23.....      | 6442                   |
| Vocational, Technical & Adult Education.....   | Levene Olson, EdD.....           | HH 413.....      | 2380                   |



# Administrative Offices

| Office   | Administrator                 | Office Number          | Centrex or Off-Campus |
|--|-------------------------------|------------------------|-----------------------|
| Academic Affairs, Vice President.....                | Dr. Carol Ann Smith.....      | OM 110.....            | 6690                  |
| Academic Affairs, Medical School.....                | Dr. William Bristol.....      | DMB 452.....           | 526-0000              |
| Admissions.....                                      | Dr. James Harless.....        | M 125.....             | 3160                  |
| Affirmative Action.....                              | Cheryl Connelly (Acting)..... | M 207.....             | 6455                  |
| Alumni Affairs.....                                  | Linda Holmes.....             | MSC 2W19.....          | 3134                  |
| Athletic Office.....                                 | David Braine.....             | HC 2028.....           | 5408                  |
| Attorney for Students.....                           |                               | MSC 2W29.....          | 2366                  |
| Auxilliary Services.....                             | Ray Welty.....                | MSC 2W6.....           | 6472                  |
| Bookstore.....                                       | Joseph L. Vance.....          | MSC 1W44.....          | 3622                  |
| Bursar.....  | Richard Vass.....             | M 101.....             | 6620                  |
| Business, College of.....                            | Dr. Robert Alexander.....     | CH 113.....            | 2316                  |
| Career Planning and Placement.....                   | Reginald Spencer.....         | PH Lobby.....          | 2370                  |
| Community College.....                               | Dr. David Wilkins.....        | CC106.....             | 3646                  |
| Division Business Technology.....                    | Betty Jo Jarrell.....         | CC123.....             | 3646                  |
| Division Developmentl General Education.....         | Carolyn Hunter.....           | CC129.....             | 3646                  |
| Programs, Computers, and Electronics Technology..... | Randy Jones.....              | CH427.....             | 5431                  |
| Division Public Service Technology.....              | Glenn Smith.....              | CC127.....             | 3646                  |
| Division Office Technology.....                      | Elma Chapman.....             | CH421.....             | 5431                  |
| Division Continuing Education.....                   | Robert Lawson.....            | CC122.....             | 3646                  |
| Computer Center.....                                 | Arnold R. Miller.....         | PH 213.....            | 3140                  |
| Comptroller.....                                     | Ted Massey.....               | OM 203.....            | 6488                  |
| Counseling Center.....                               | Steve Hensley.....            | PH 155.....            | 3111                  |
| Educations, College of.....                          | Dr. Allen Mori.....           | JH 210.....            | 3132                  |
| Educational Media.....                               | Dr. Virginia Plumley.....     | CB 216.....            | 2330                  |
| Employee Benefits.....                               | Katerine Coffey.....          | M 207.....             | 6455                  |
| Financial Affairs Administration.....                | Harry "Buster" Neel.....      | M 209.....             | 6428                  |
| Financial Aid.....                                   | Edgar Miller.....             | M 122.....             | 3162                  |
| Fine Arts, College of.....                           | Dr. Paul Balshaw.....         | M 112.....             | 6433                  |
| Graduate School.....                                 | Dr. Leonard Deutsch.....      | M 113.....             | 6606                  |
| Grants Applications, Processing.....                 | Dr. Robert Barnett.....       | M 109.....             | 6440                  |
| Housing Office.....                                  | Mona Orndorff.....            | M 115.....             | 6765                  |
| Institute of the Arts.....                           | Roberta Walters.....          | M 112.....             | 3107                  |
| Institutional Research.....                          | Dr. Stuart Thomas, Jr.....    | M 114.....             | 3648                  |
| International Students.....                          | Judith Assad.....             | PH 119.....            | 2379                  |
| Intramurals.....                                     | Tom Lovins.....               | HC 2018.....           | 6477                  |
| Journalism, School of.....                           | Dr. Deryl R. Leaming.....     | SH 321.....            | 2360                  |
| Liberal Arts, College of.....                        | Dr. Alan Gould.....           | SHL.....               | 2350                  |
| Library.....   | Dr. Kenneth Slack.....        | Library.....           | 3120                  |
| Marshall Artist Series.....                          | James Bryan.....              | MSC 1W23.....          | 6656                  |
| Medicine, School of.....                             | Dr. Lester Bryant.....        | DMB 506.....           | 526-0500              |
| Memorial Student Center.....                         | Ray Welty.....                | MSC 2W6.....           | 6472                  |
| Minority Student Program.....                        | Maurice "Tony" Davis.....     | MSC 1W25.....          | 6705                  |
| Nursing, School of.....                              | Dr. Phyllis Higley.....       | PH 426.....            | 5270                  |
| Orientation.....                                     | Don Robertson.....            | MSC 2W31.....          | 6420                  |
| Ombudsman.....                                       | Donna Preston.....            | MSC 2W29.....          | 2366                  |
| Payroll.....   | Kay Parks.....                | M 205.....             | 6457                  |
| Personnel.....                                       | Paul Michaud.....             | M 207.....             | 6455                  |
| Plant Administration and Operations.....             | Harry Long.....               | Maint. Bldg.....       | 6680                  |
| President of University.....                         | Dr. Dale Nitzschke.....       | M 108.....             | 2300                  |
| Procurement.....                                     | William Shonel.....           | M 206.....             | 3157                  |
| Public Safety.....                                   | Donald A. Salyers.....        | Public Safety Bldg.... | 6406                  |
| Publications.....                                    | John McKinney.....            | M B8.....              | 6481                  |
| Reading Center.....                                  | Dr. Ruth Wellman.....         | JH B11.....            | 3103                  |
| Regents B.A. Degree.....                             | Dr. Alan Gould.....           | M 116.....             | 6400                  |
| Registrar.....                                       | Robert Eddins.....            | M 106.....             | 6410                  |
| Research Coordinating Unit.....                      | Dr. Roy Thomas.....           | M 307.....             | 3180                  |
| Residence Life.....                                  | Gary Kimble.....              | TTE Lobby.....         | 3183                  |
| Science, College of.....                             | Dr. E.S. Hanrahan.....        | M 119.....             | 2372                  |
| Special Services.....                                | Joe Dragovich.....            | PH 155.....            | 3164                  |
| Sports Information.....                              | Mac Yates.....                | HC 2036.....           | 5275                  |

|                                |                          |               |          |
|--------------------------------|--------------------------|---------------|----------|
| Student Activities.....        | Joe Marshman.....        | MSC 2W38..... | 6770     |
| Student Affairs.....           | Dr. Nell Bailey.....     | OM 116.....   | 6422     |
| Student Athlete Program.....   | Stan Maynard.....        | JH206.....    | 2333     |
| Student Development.....       | Kenneth E. Blue.....     | PH 117.....   | 2324     |
| Student Government.....        | John Frassinelli.....    | MSC 2W29..... | 6435     |
| Student Health Programs.....   | Carla Lapelle.....       | PH 104.....   | 2324     |
| Student Health Services.....   | Faye Gregory.....        | DMB.....      | 526-0635 |
| Student Life.....              | Mary Ann Thomas.....     | MSC 2W31..... | 6420     |
| Support Services.....          | Dr. Olen E. Jones.....   | M 110.....    | 6690     |
| University Honors Program..... | Dr. Joan Gilliland.....  | Sh 719.....   | 6760     |
| University Relations.....      | C.T. Mitchell.....       | M 102.....    | 6453     |
| Upward Bound.....              | Jacqueline Hershman..... | PH 106.....   | 6456     |
| Vocational Rehabilitation..... | Jerry Meadows.....       | PH 104.....   | 2394     |
| Women's Center.....            | Patricia Matters.....    | PH 101.....   | 3112     |



SECTION  
**TWO**

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**Student  
Affairs**



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# Student Life

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Areas of Student Life include the following:

- New Student Orientation
- Career Planning/Placement
- Residence Hall Programming and Staff
- Student Activities
- Recognized Student Organizations
- Student Legal Aid program
- Student Code of Conduct/University Judicial Board
- Student Governance
- Student Affairs Research
- Fraternities/Sororities

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## Residence Life

This unit is concerned with the selection and training of the residence halls staff and with providing an environment for living-learning experiences. Activities may range from social events to faculty visits and from seminars to informal interaction. A group living situation offers an excellent opportunity for learning about oneself and living cooperatively with others. The Residence Life Office is located in TTE, first floor.

Since most of a student's time is spent in the residence hall, it is important that he/she have input into the types of programs, procedures, and policies which take place there. For that reason, the individual Hall Advisory Councils were formed. They are student-run hall governments that provide for a cohesive voice in matters which concern each residence hall. This council also provides educational and social programming through the use of a voluntary social fee. Interested residents should contact the Head Resident or the student president of your Hall Advisory Government upon arrival on campus.

## Student Activities and Organizations

This unit in Student Life assists students in utilizing activity fees to provide the highest quality entertaining and educational events possible. These include lectures, film series, concerts, Coffee House entertainment, outdoor recreation, novelty acts and Homecoming activities. Some of these events are organized and sponsored in cooperation with other University departments.

The Coordinator of Student Activities and Organizations is primarily responsible for managing the work of six programming committees composed of student volunteers. The Coordinator also works with campus organizations to help them establish and maintain recognized status by the university. An information listing on all recognized campus organizations begins on page 50. The Student Activities and Organizations office is located in Room 2W38 of the Memorial Student Center. A calendar of events is available for each semester.

## New Student Orientation

The New Student Orientation program offers entering students special services and an opportunity to learn about the variety of programs and activities available at the university. For information call (696) 6420.

## Student Activities Programming

The philosophy behind the Student Activities program is based on the belief that college is an experience and a complete experience involves, as well as the development of academic and/or vocational competencies, the development of personal and interpersonal competencies that help students acquire knowledge and skills for continued growth. Part of this experience is found in the excitement of working with other students on a programming committee, which provides not only interpersonal relationships, but also special training in leadership qualities vital to the student's future life experience.

The programs chosen and presented by the student committees strive to create a stimulating, creative and enjoyable campus environment for the audience and committee members alike.

## Campus Entertainment, Unlimited

Campus Entertainment, Unlimited is the main student organization on campus responsible for contemporary entertainment. While many of the rewards gained from involvement with CEU are intrinsic, many life-long skills have been gained or enhanced, i.e. communications, time-management, budgeting, and leadership.

CEU is divided into the following committees:

### Cinema Arts

Responsible for selection, planning and presentation of both contemporary and classic motion pictures via film and/or video recordings.

### Coffeehouse

Responsible for selection, planning and presentation of live evening entertainment. Their activities take place in the Coffeehouse which is located in the lower level of the Memorial Student Center.

### Homecoming

Responsible of selection, planning and presentation of all homecoming events which include, but not limited to: parade, queen selection, dance, bon fire, and daily entertainment and contests. They also work closely with the Alumni Office, the Music Department, and local merchants, radio and television stations.

### Lectures

Responsible for selection, planning and presentation of lecturers on topics of current international, national and local interest to students.

### Publicity

Responsible for coordinating and assisting with publicity for CEU and its committees, as well as recruitment. This committee must keep current contracts with the University Relations Office and all local radio and television stations as well as the print media.

### Recreation

Responsible for selection, planning and presentation of off-campus trips (both in-and out-state), and recreational tournaments using the university's vast recreational facilities.

### Special Events

Responsible for selection, planning and presentation of live daytime entertainment and concerts. Many of their events occur either on the Memorial Student Center Plaza or in its Lobby.



## Student Legal Aid Center (SLAC)

The Student Legal Aid Center provides free confidential legal advice to all Marshall University students, full- and part-time.

The attorney for students may be seen at Memorial Student Center Room 2W29 at hours posted.

The campus telephone is 696-2366. No appointment is necessary to see the attorney on campus. The attorney does not represent you in court.

The SLAC offers advice and counseling on all legal matters which concern students, including the areas of landlord/tenant, consumer, domestic relations, contracts, auto accidents, traffic tickets, criminal charges, employment, civil rights, and university problems. Following is a summary of basic legal rights, state and local criminal laws, and legal terms about which students have frequently sought information and advice. For more complete explanations and advice on these issues, please contact the Center. The synopsis contained in this handbook is no substitute for legal advice when you have a specific problem.

## Selected Legal Rights of Students

**Freedom of Religion, of Speech, and of the Press** — The First Amendment to the United States Constitution provides that:

Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abusing the freedom of speech or of the press, or the right of the people peaceably to assemble, and to petition the Government for redress of grievances.

Rights guaranteed by the United States Constitution cannot be violated by the States, including any state university. This protection is provided for in Section One of the Fourteenth Amendment, which in part provides that:

... No State shall make or enforce any law which shall abridge the privileges or immunities of citizens of the United States; nor shall any State deprive any person of life, liberty, or property, without due process of law; nor deny to any person within its jurisdiction the equal protection of the laws.

**Right to Vote** — A student at Marshall has the right to register and vote in Cabell County, if he or she has reached the age of eighteen and is a citizen of the United States. Register at the Office of the Clerk of the County Commission, located in the Cabell County Courthouse.

### Right to Privacy

**The Family Educational and Privacy Rights Act** — Passed by the United States Congress in 1974, this law prohibits the University from releasing information contained in the educational records of a student without consent of the student, or the student's parents if he or she is under the age of eighteen.

The University may release information, called "directory information," which includes the following:

1. the student's name, address, and telephone listing
2. date and place of birth
3. major field of study
4. participation in officially recognized activities and sports
5. weight and height of members of athletic teams
6. dates of attendance
7. degrees and awards received
8. most recent previous educational agency or institution attended

The student (or student's parents) may request that this information not be released by filling out the appropriate form in the Dean of Students office, Old Main 118, or by checking the appropriate box on the registration form.

The law also provides that the student or student's parents have the right to inspect and review the educational records of the student, and to challenge the content of such records at a hearing. Any information which is inaccurate, misleading, or in violation of the privacy or other rights of the student may be corrected, deleted, or explained.

**Security from Unwarranted Search and Seizure** — The Fourth Amendment to the United States Constitution provides that:

The right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated, and no Warrants shall issue, but upon probable cause, supported by Oath or Affirmation, and particularly describing the place to be searched, and the persons or things to be seized.

The protections given by this Amendment are applicable to the entry of university residence hall rooms as well as private homes, and to searches of a student's person by police, security, and other governmental officials. (Under state law, university security officers are given the same powers and authority as county deputy sheriffs.)

## Glossary of Legal Terms

**Civil Action** — an action brought to enforce or protect private rights. If the action (lawsuit) is successful, it usually results in the defendant paying money damages or being ordered to do or not to do something.

**Complaint** — the original papers that are filed which begin a court action.

**Criminal Action** — an action in which the government charges a person with a crime; penalties are a fine and/or jail.

**Defendant** — the party who is sued.

**Felony** — a serious crime, punishable by a more stringent sentence than a misdemeanor.

**Lease** — any agreement concerning real property which gives rise to the relationship of landlord and tenant.

**Magistrate Court** — a court which is generally limited to cases involving misdemeanors or where the damages at stake are \$1500 or less.

**Misdemeanor** — a criminal offense lower than a felony which is generally punishable by fine or no more than \$1000 and/or imprisonment for up to a year in other than a penitentiary.

**Municipal Court** — a city court which hears cases of those persons accused of violating municipal ordinances.

**Ordinance** — the equivalent of a municipal statute, passed by the city council.

**Plaintiff** — a party (person or entity) who sues another.

**Warranty** — a promise; a guarantee.

In landlord/tenant law, the **warranty of habitability** means that the landlord must deliver the premises in a fit and habitable condition at the commencement of the tenancy, and thereafter maintain the leased property in such condition.

In consumer law, the **warranty of merchantability** refers to the merchant's promise that the goods he is selling conform to legal standards and are fit for ordinary purposes and that in the case of automobiles and household appliances, for example, the goods are in good working order and will operate properly in normal usage for a reasonable period of time. Under the West Virginia Consumer Credit and Protection Act, no merchant can negate or limit this warranty.

## Selected Criminal Statutes and Ordinances

**Public Intoxication** — Prohibits not only appearing in an intoxicated condition in a public place but also drinking in a public place, in a car on a street or highway, or giving a drink of an alcoholic beverage in a public place.

Penalty: City ordinance — Maximum \$500 fine and/or jail of not more than 30 days. State Law — Fine - \$5 minimum, \$100 maximum and/or jail of not more than 60 days.

**Driving While Under the Influence of Alcohol or Drugs** — Prohibits operating a motor vehicle while under the influence of alcohol or drugs, or permitting a person under the influence of alcohol or drugs to operate your motor vehicle.

Penalty: City ordinance — Maximum fine of \$500 and/or maximum jail sentence of 30 days.

State law — Minimum penalty of a fine of not less than \$100 nor more than \$500 and a jail sentence of 24 hours to a maximum of six months.

(Penalties are substantially more severe if it is the second or third conviction or if death or bodily injury occurs while driving under the influence.)

After a person is arrested for the offense of driving under the influence, he or she is required to submit to a blood, breath, or urine test to determine the extent of intoxication. Refusal to submit to one of these tests can result in a suspension of driving privileges for a period of one year. An arrest with test results showing intoxication is sufficient to cause a license suspension of at least 30 days, even without a conviction. The period of suspension can be much longer, including suspension for life, if death or bodily injury occurs or if there is a second or third arrest.

**Drugs** — Prohibits possession of controlled substances without a prescription. Conviction for possession of drugs is a misdemeanor regardless of whether the drug is heroin or marijuana.

Penalty: Maximum fine of \$1000 and/or jail sentence of not less than 90 days nor more than 6 months.

(The only exception is for a first-time arrest for possession of less than 15 grams of marijuana. The charge may be dismissed, without a conviction, after a probationary term is served.)

Sale, manufacture, and possession with intent to sell a controlled substance is almost always a felony.

Minimum penalty: fine of not more than \$10,000 and/or a jail sentence of not less than one nor more than three years. Penalties increase in severity according to the classification of the drug.

**Assault** — City Ordinance: Prohibits hitting, beating, or stabbing another person.

Penalty: Maximum fine of \$500 and/or maximum jail sentence of 30 days.

State Law: Prohibits attempting violence on another by placing that person in reasonable fear of immediate violence.

Penalty: Maximum fine of \$100 and/or maximum jail sentence of 6 months.

State law sets out battery as an offense distinct from assault. It is defined as hitting another or causing another physical harm.

Penalty: Maximum fine of \$500 and/or maximum jail sentence of 12 months.

**Disorderly Conduct** — A municipal ordinance prohibiting the disturbing of the peace or quiet of the city makes it specifically unlawful to fight in public or cause any riot, unnecessary noise, or disorder.

Penalty: Maximum fine of \$500 and/or maximum jail sentence of 30 days.

**Worthless Checks** — It is unlawful under state law to issue a check when there is reason to believe that there are insufficient funds in the bank to cover the amount.

Penalty: Maximum fine of \$100 and/or jail sentence of 10 days.

Penalties if one issues a check knowing there are insufficient funds and obtains property with that check: If the amount of the check is less than \$200, maximum fine of \$200 and/or maximum jail sentence of 6 months. If the amount of the check is \$200 or more, maximum fine of \$500 and/or jail sentence of not less than one nor more than five years.

**Shoplifting** — Removing merchandise beyond the last payment station of a store without paying, concealing merchandise on one's person, altering or removing a price marking, transferring merchandise to another container, getting a refund or attempting to get a refund for merchandise not purchased from the store, or removing a shopping cart from the store.

Penalty: City ordinance — Maximum fine of \$500 and/or maximum jail sentence of 30 days.

State law provides for different penalties depending upon the value of the merchandise and the number of previous offenses. It also authorizes the court to order the offender to pay the merchant \$50 or double the value of the merchandise, whichever is greater.

**Use of False Identification** — Prohibits exhibiting or displaying a false or erroneous certificate, card or license, or exhibiting or displaying identification which is not one's own, for the purpose of buying or drinking alcohol or gaining admission to any establishment which would otherwise be prohibited because of age.

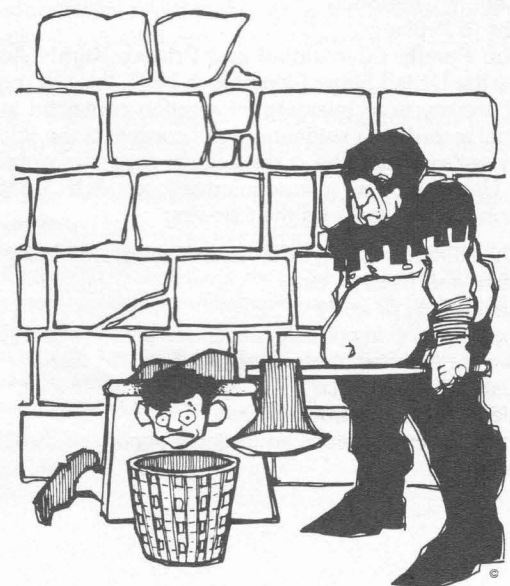
Penalty: Fine of not less than \$25 nor more than \$100, and, in the discretion of the court, maximum jail sentence of 30 days.

**Obscene or Harassing Phone Calls** — Prohibits intentionally harassing or abusing another by telephone or knowingly permitting one's telephone to be used for such purposes.

Penalty: Maximum fine of \$500 and/or maximum jail sentence of 6 months.

**Lotteries or Raffles** — Prohibits lotteries and raffles and activities connected with them, such as promotion or management, permitting a lottery in the house under one's control, or permitting the sale in one's house of a chance or ticket in a lottery. Also prohibits the sale or transfer of a lottery chance or ticket, or aiding in such a sale or transfer, or having such chance or ticket in one's possession for purposes of sale or transfer. However, most charitable organizations are permitted to hold bingo games.

Penalty: Maximum fine of \$100 and/or maximum jail sentence of 1 year.





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# Career Planning and Placement

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## Services and Resources

- Career interest testing
- Career planning and decision making systems
- Career planning course (3 credit hours)
- Part-time, Christmas and summer employment assistance
- Career Fairs in business, health and education
- Externship Program for gaining career experience
- Graduate School options and advising
- Workshops on resumes, interviewing, relocating and job searches
- Credential file service (\$5 fee)
- Employment Opportunity Bulletin job listing (bi-weekly--six months \$9; 12 months \$15)
- Job listing exchange program with 20 other schools from other geographic areas
- Campus interviews with visiting employers (seniors and graduate students)
- Background information and addresses for employers on a local, state and national level
- Career library
- Civil Service applying information (state and national)
- Nationwide salary surveys for college level jobs

All undergraduates, seniors, graduate students and alumni are eligible and invited to use the Career Planning and Placement Services. As a part of the Student Affairs Division, para and professional staff provide students with any or all of the services listed above.

Seniors and graduate students are urged to register with the Center at the beginning of their final year at Marshall to begin a comprehensive job search or to investigate continuing educational options.

All students are advised that vigorous competition awaits graduates. The advantage always belongs to the student who plans and prepares for the future. It is vital that each student recognizes the high priority which must be given to planning and preparing for employment, graduate school, or professional school. Taking a "wait and see what happens" attitude is very risky to your future happiness in today's crowded market. Let us help you build a background record that will impress prospective employers and launch you off on a successful career and life.



## Placement Fees

As noted above fees are required for only three areas of placement services at the present time.

### (1) Credential File

A \$5 fee is required to register a credential file with the Center. This file can be updated and used for an unlimited period of time. The file is always sent at the employer's request free of charge. Costs of sending the file at the request of a senior or alumni registrants is \$2 for 10 pages or less, \$3 for 11 to 15 pages and \$4 per copy for 16-20 pages.

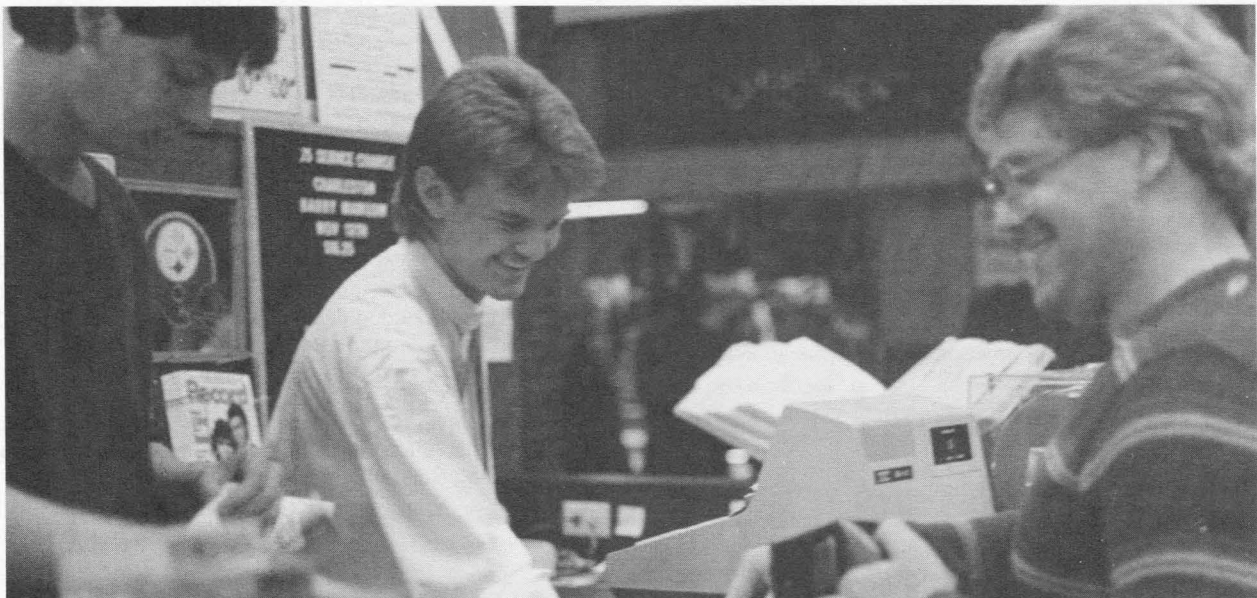
### (2) Employment and Opportunity Bulletin

Our bi-weekly job listing publication can be sent to Marshall seniors or alumni via a mail subscription (See price listing above).

### (3) Testing Fees

Current students will be assessed a \$3 fee of scoring and interpretation of the Strong Campell II Interest Inventory and 50 cents for the Interest Check list. (Non-students and alumni will be charged \$5 for the Strong Campell)

Using the Guidance Information System (G.I.S.) or Systemized Interactive Guidance Information (S.I.G.I.). The Center has access to two very current computer career information systems. The retrieval of a comprehensive inventory of career related information can be a very valuable tool in providing career planning assistance to Marshall students. Both of these resources are available in the Placement Center. (The G.I.S. is available for use in the Residence Halls)



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# The Marshall University Judicial System

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## I. Introduction

Marshall University is a community which exists to promote educational and academic goals. The University is responsible for maintaining an environment which allows individuals maximum opportunity to pursue those goals. To facilitate this, the University has developed a Code of Student Rights and Responsibilities.

Students are individual members of the University. By virtue of this membership, a student acquires rights and assumes responsibilities to the University community. The Code of Conduct strives to balance the maintenance and promotion of individual rights with the need to protect and preserve an environment consonant with the community's goals. As such, the Code is essentially this community's expectations and standards established for each of its members.

Students are also members of larger communities such as: city, state and nation. A student's conduct may be subject to concurrent review by the University community and another jurisdiction. Therefore, students charged with violating the University Code may also be held responsible for violating existing local, state and federal law. Similarly, Marshall University upholds and will not violate students' rights guaranteed under the United States Constitution and federal and state statutes.

Upon enrollment at the University, each student becomes responsible for acting in accordance with the provisions of this Code, and all other applicable University and community standards. Official University action will be taken when a student's behavior violates community standards, and interferes either with the University's educational purpose, or with its duty to protect individual and institutional health, welfare and property.

Students charged with violating University regulations or standards are guaranteed fundamental fairness in the handling of those charged, the conducting of hearings, and imposing of sanctions, and the right of appeal. Complaints must be filed in writing with the Coordinator within twenty-one days of the alleged violation. This requirement may be waived by the Judicial Board Executive Committee in appropriate circumstances.

Students who commit an offense off campus may have the incident reviewed by appropriate sub-component units of the University, particularly when the act and subsequent civil action may have a bearing upon the integrity of the University in recommending the student for certification or a similar professional status.

Maintenance of discipline and preservation of community standards is properly the concern of all students, faculty, staff and administration. The University judicial system provides for deliberation and resolution of alleged student misconduct through the Judicial Board composed of students and faculty members. The Judicial Board is the highest body for student conduct violations. The Judicial Board shall have appellate jurisdiction over final decisions or actions from all recognized student organizations, student government and any residence hall governing bodies.

Any member of the University community may refer a student or student organization suspected of violating the Code to the Office of Judicial Affairs. The person making such referral is expected to provide all information relevant to handling and deciding the case.

## II. Definitions

**Activity:** All or any operations conducted, sponsored, promoted operated, or otherwise engaged in by Marshall University, including by way of illustration and not as limitation of the foregoing, classroom and course activities, recreational and cultural programs, committee or other business activity, registration, advising, teaching, admissions, placement, disciplinary or routine office activity, research, or service.

**Complainant:** This term is synonymous with member of the University community as defined below.

**Intent, Intentional, and Intentionally:** These terms shall apply to conduct engaged in or committed by purposeful design or with a reckless disregard of the consequences of the act.

**Judicial Board:** The Judicial Board is composed of ten students and ten faculty members. An individual hearing panel is composed of two students and one faculty member.

**Known or Knowingly:** This term shall refer to either actual knowledge or culpable ignorance of the truth.

**Member of the University Community:** Any officer, administrator, faculty member, staff member, employee, or student of Marshall University, as well as any person authorized to participate in an institutional activity at the time applicable.

**President:** The chief executive officer of Marshall University, whether responsible directly to the Board of Regents or through some other officer to the Board of Regents, and shall include all those acting for or on behalf of such chief executive officer, at or by his direction, or at or by the direction of the Board of Regents.

**Reasonable Care:** This term shall mean that degree of care which would be exercised by the ordinarily prudent person under like or similar circumstances.

**Student:** Any person who has been admitted to an institution to pursue a course of study, research or service, who is currently engaged in an institution-sponsored activity, and who has some right or privilege to be on the campus or in the facilities of the institution, or who yet has some right or privilege to receive some benefit or recognition or certification from the institution, under the rules, regulations, or policies of the Board of Regents or the institution.

**University Premises:** Buildings or grounds owned, leased, operated, controlled, supervised by the University or serving as the locus in quo of any activity of the institution.

**Vice President:** This term shall refer to the Vice President/Dean of Student Affairs or his/her designee.

## III. Student Code of Conduct

Students and student organizations are expected at all times to conduct themselves in accordance with University regulations. A student or organization suspected of misconduct may be referred by any member of the University community to the Office of Judicial Affairs. This office and the campus judicial system are described in detail in a different section of this Code. All students, undergraduate and graduate, as defined in the Board of Regents Standards of Conduct, are subject to the provisions of this Code.

The following behaviors may result in a referral to the Office of Judicial Affairs or to another University office responsible for upholding standards of conduct.



## I. Type One Behavior

The following behavior is considered of the utmost gravity by the University, and may result in a maximum sanction of expulsion from the University or any lesser sanction authorized by this Code.

### A. Academic Misconduct:

This includes all forms of student academic misconduct wherever committed, including but not limited to plagiarism and cheating on examinations as defined in the University Catalogue. A student charged under this section in most cases will be referred under West Virginia Board of Regents Policy Bulletin No. 60 to the appropriate academic unit for necessary disciplinary action.

### B. Infliction or Threat of Bodily Harm:

This includes inflicting or threatening to inflict bodily harm or coercing or restraining any person while on or about University premises. This also includes brandishing of weapons.

### C. Dishonesty:

(1) Furnishing false information to the University by forgery, alteration or misuse of University documents or records with intent to deceive;

(2) Furnishing to a University office or official a written or oral statement known to be false.

### D. Disruption/Obstruction of University Functions or Activities:

(1) Obstructing or interfering with the orderly conduct of University affairs including teaching, research, administrative and disciplinary procedures or any University activity on University premises;

(2) Obstructing the free flow of vehicular or pedestrian traffic on University premises.

### E. Unauthorized Use of University Keys:

The unauthorized duplication, attempted duplication, use, loan or possession of any key to any building, room, property or facility owned or controlled by the University.

### F. False Report of Emergency:

(1) Intentionally initiating or causing to be initiated any false report, warning or threat of impending fire, explosion or any other emergency.

(2) Intentionally causing the evacuation of a University building for reasons known to be false.

### G. Forcible Entry:

Forcibly breaking into and entering, or attempting to break into, any building, room, locker, or facility on University premises.

### H. Hazing/Harassment/Sexual Harassment:

Committing, conspiring to commit, or causing to be committed any act which causes or is likely to cause serious physical or mental harm or which tends to injure or actually injures, frightens, demeans, degrades or disgraces any person. This includes but is not limited to violation of the University policies on hazing and sexual harassment (refer to the Student Handbook).

### I. Interference with Emergency Services and Procedures and Equipment:

(1) Obstructing or hindering the maintenance, provision, or function of such emergency services as fire department, police department, security, first aid, rescue on or coming onto or about University premises;

(2) Obstructing or hindering emergency evacuation or similar procedures announced for any building or facility on University property;

(3) Tampering with, misusing, abusing, or altering any safety equipment or devices, including but not limited to, fire extinguisher, elevators, etc., on or about University premises.

### J. Possession of Dangerous Weapons, Devices, or Substances:

Possession or storage of any firearms, pellet gun, illegal knife, sling shot, ammunition, dangerous chemical or explosive device or other dangerous weapon or substance of any kind on or about University premises.

### K. Manufacture, Distribution or Sale of Drugs, Narcotics or Marijuana:

This will include manufacture, distribution, cultivation or sale of any illegal drug or narcotic while on or about University premises.

### L. Interference with or Misuse of the Property Rights or Services of the University or of Individual Students. This includes the following:

(1) Theft, defacement, damage, destruction, or unauthorized possession of University property or property belonging to any individual or group;

(2) Unauthorized use of, misuse of, or interference with any University service including but not limited to duplication equipment, typewriters, etc.

### M. Violation of federal, state, local, city, county, municipal ordinances and Board of Regents policies on or about University premises.

### N. Throwing Objects from University Buildings.

### O. Misuse of the West Virginia Computer Network and the University Computer System:

(1) Disruption or interference with the normal use of the computers, computer related equipment, data, or programs of individuals, the Network, or the University;

(2) Use of this equipment, data, or programs in performance of any act listed as prohibited in this document;

(3) Attempts to break security in any manner;

(4) Use of a computer account for other than the purpose for which assigned.

### P. Misbehavior at Sports Events, Concerts, and Social/Cultural Events. This includes, but is not limited to, the following:

(1) Throwing of any article into a crowd or onto a playing field, court, or a stage;

(2) Bringing bottles or coolers into Fairfield Stadium, the Henderson Center, the University track, or any University sponsored event without authorization. Alcoholic Beverages of all kinds are prohibited at University-sponsored events unless permitted by appropriate University officials. Thermoses are allowed but the University reserves the right to check the contents;

(3) Displaying in Fairfield Stadium, the Henderson Center or any University sponsored event, any unauthorized or obscene, offensive or obstructive banner or sign.

### Q. Unlawful Discrimination:

Discrimination on the basis of race, sex, color, religion, national origin, political affiliation, handicap, or age.

### R. Repeated Violations, Violation of Probation, Mediation Agreement:

This applies to students who have demonstrated a history of convictions of University regulations of any type or who commit any violation of the terms of any University sanction.

### S. Aiding, Abetting and Complicity:

This includes conspiring with or knowingly helping or encouraging another person to engage in Type One behavior violations. Students present during the commission of an act(s) by another which constitutes a Type One behavior violation and who fail to report such act(s) to the proper authorities shall be guilty of complicity.

## II. Type Two Behavior

The following behavior may result in a maximum sanction of suspension from the University or any lesser sanction authorized by this Code.

### A. Trespassing or Misuse of University Facilities:

Unauthorized presence in or use of any University building or facility.

### B. Unauthorized Possession of Property:

Possessing, receiving, or storing property on or about University premises known to have been wrongfully taken from the University or from any person or group.

### **C. Negligent Bodily Harm:**

This includes, but is not limited to, the following:

(1) Failure to exercise reasonable care, thereby causing bodily harm to any person on or about University premises;

(2) Failure to exercise reasonable care, thereby creating a substantial risk of bodily harm on or about University premises.

### **D. Negligent Destruction or Impairment of Property:**

Failure to exercise reasonable care thereby causing, or creating a substantial risk of damage, defacement, destruction, theft or loss of property belonging to the University or to any person or group on or about University premises.

### **E. Failure to Comply with the Lawful Direction of a University Official:**

Failure to comply with directions of University or other law enforcement officers, or University officials in the proper performance of their duties.

### **F. Misuse of University Telephones:**

(1) Charging or causing to be charged any long distance or other toll telephone call to a University telephone without proper authorization;

(2) Damage or destruction to or tampering with University telephones.

### **G. Unauthorized Possession or Use of Drugs or Narcotics:**

This includes possession or use of any illegal drug or drug for which the required prescription has not been validly obtained.

### **H. Lewd, Indecent, or Obscene Conduct or Expression on University Owned or Controlled Property or at University Sponsored or Supervised Functions.**

### **I. Aiding, Abetting and Complicity:**

This includes conspiring with or knowingly helping or encouraging another person to engage in Type Two behavior violations. Students present during the commission of any act(s) by another which constitutes a Type Two behavior violation and who fail to report such act(s) to the proper authorities shall be guilty of complicity.

## **III. Type Three Behavior**

The following behavior may result in a maximum sanction of probation or any lesser sanction authorized by this Code.

### **A. Sales/Solicitation:**

This includes violation of the sales, solicitation and public communications policies.

### **B. Gambling/Scalping:**

This includes gambling by organizations or individuals including chain letters, lotteries and games of chance at any time in any form, or the resale of tickets to a University event or function for a price higher than the price originally listed on the ticket.

### **C. Unauthorized Possession or Use of Alcoholic Beverages or Beer:**

This includes violation of the Residence Hall Beer Policy.

### **D. Disturbing the Peace:**

This includes, but is not limited to, disruption of the peace on or about University premises by fighting, disorderly conduct, or violation of University policies concerning demonstrations and use of sound amplifying equipment.

### **E. Violations of Residence Life and Housing Office Policies and/or Procedures as stated in University publications provided that these documents have been approved by the Student Conduct and Welfare Committee.** These include, but are not limited to, the following:

- (1) Quiet hours;
- (2) Visitation;
- (3) Unauthorized Moves;
- (4) Improper Maintenance;
- (5) Defacement;
- (6) Pets.

### **F. Bad Checks:**

This includes the repeated passing of worthless checks or failure to promptly redeem a worthless check submitted to any unit within the University.

### **G. Failure to report a change of address with the Registrar of the University.**

### **H. Failure to comply with a subpoena and/or a request for written information of a duly constituted judicial body.**

### **I. Unauthorized Use of University-leased long distance tie-lines.**

### **J. Misuse of any University identification material:**

Loaning, transferring, altering, borrowing or otherwise misusing official University identification materials.

### **K. Conduct Which Causes Emotional Distress:**

This includes conduct which results in physical manifestations, significant restraints on normal behavior or conduct, and/or which compels the victim to seek assistance in dealing with the distress.

### **L. Unauthorized Animals on Campus:**

Violation of the University Policy Concerning Animals on Campus.

### **M. Aiding, Abetting and Complicity:**

This includes conspiring with or knowingly helping or encouraging another person to engage in Type Three behavior violations. Students present during the commission of an act(s) by another which constitutes a Type Three behavior violation and who fail to report such act(s) to the proper authorities shall be guilty of complicity.

## **IV. Sanctions**

The purpose of a sanction, in addition to protecting others, is primarily to educate an individual by increasing his or her awareness of the consequences of conduct violations and the importance of responsibility to the University community for one's actions. This will ordinarily be the guiding force behind imposition of sanctions by the University judicial system. In some instances, however, the community's need to properly function outweighs the University's ability to so educate an individual. In such a case, for the benefit of both the student and the community, suspension from the University may result.

Normally, students facing suspension or expulsion from the institution will be entitled to a hearing prior to the imposition of the sanction. However, a student may be temporarily suspended pending final action on the charges when the student's continued presence on campus would constitute a potential for serious harm to himself/herself or to the safety of other members of the institutional community. Such temporary suspension shall be followed with speedy disciplinary proceedings consistent with these policies, rules and regulations. Also a student who is expelled from one institution in the Board of Regents' system may not be considered for admission to another institution in the system until one year has elapsed after the student has been expelled. In addition, all other stipulations as stated in the Board of Regents Policy Bulletin No. 57 shall apply.

THE FOLLOWING SANCTIONS MAY BE IMPOSED FOR VIOLATION OF THIS CODE.

### **A. Expulsion**

Termination of all student status, including any remaining right or privilege to receive some benefit or recognition or certification. Conditions for readmission may be established only through written appeal to the President no sooner than one complete calendar year from the date the expulsion was placed in effect. During the expulsion the person is barred from coming onto or using University property and facilities. The action will appear on the student's official transcript until such time as an appeal is made to and granted by the President to terminate the expulsion.



## B. Suspension

This action involves separation of the student from the University as specified by the Judicial Board or the Office of Judicial Affairs for a definite stated period of time up to one academic year, and any condition on resumption of activities, if any, also may be imposed. Notification appears on the student's official transcript until the expiration of the sanction. A suspended student may apply for readmission to the University through the Coordinator of Judicial Affairs at the end of the suspension period specified by the judicial action. The Coordinator of Judicial Affairs may deny readmission in those instances where the suspended student fails to demonstrate a positive change in behavior which indicates that the suspended student is not yet prepared to become again a responsible member of the University community. A denial of readmission by the Coordinator may be appealed to the Judicial Board. The academic record of the student will not be used in consideration of the application for readmission after suspension for disciplinary reasons. During suspension an individual may not participate in any University activity, nor come onto University property without express written consent from the Dean of Student Affairs or his/her designee. Further violations of University regulations while on suspension may result in additional sanctions by the University. Two additional forms of suspension exist:

### 1. Probationary Suspension:

Suspension is withheld pending careful evaluation of the student's behavior during a probationary period not to exceed one year. If the student is involved in any further offense, or if otherwise warranted, this suspension of disciplinary action may be revoked by the Dean of Student Affairs or his/her designee and the full sanction of suspension enforced subject to appeal to the Judicial Board. While a student is on Probationary Suspension, any of the conditions outlined under Probation may be imposed.

### 2. Deferred Suspension:

This is suspension which becomes effective at a specified future date. It is normally used near the end of a semester to avoid the financial penalty of immediate suspension. During this period of deferred suspension probationary status as described in Probationary Suspension above, will exist.

## C. Probation

This action involves a specified period of time, not to exceed one year determined by the Judicial Board or the Judicial Affairs Office during which a student in violation of one or more University regulations is given an opportunity to prove that he or she can become a responsible and positive member of the University community.

A student violating any University regulation or the terms of probation while on probation may be subject to disciplinary action as specified under I-R of this Code. When a student is placed on probation the Office of Judicial Affairs will notify appropriate University offices of that action. Probation may include one or more of the following:

1. The student may not represent the University in any extra-curricular activities such as intercollegiate athletics, debate teams, University theater, band, etc.; however, the student may participate in informal activities of a recreational nature sponsored by the University.
2. Self Improvement:

A program of self development will be planned in conjunction with a faculty or staff person assigned to assist in a counseling/guidance capacity. Numerous resource persons and agencies may be used to assist the student in identifying and clarifying experiences, goals, educational and career choices, and other personal objectives.

### 3. Surrender of Student Activity Card:

A student required under this section to surrender the Student Activity Card may not participate in or attend events for which the Activity Card either is required or provides a discount or privilege. Exceptions may be granted by the Judicial Affairs Office in those instances where attendance at such events is required by academic courses or programs.

### 4. Dismissal from University Housing:

In the event of serious or repeated violations of University regulations occurring in a residence hall, a student may be dismissed from University housing for a specified length of time. Such dismissal may result in percentage refund of housing and dining service fees in accordance with the regular University housing refund policy. The student may reapply for housing following the period of dismissal, in accordance with normal procedures established by the Office of Student Housing and with the written permission of the Coordinator of Judicial Affairs.

### 5. Restitution:

A student may be required to make payment to the University or to the complainant for any expenses incurred as a result of physical injury or property lost, damaged, destroyed or stolen as a result of a violation of a University regulation. Once ordered, restitution becomes an integral part of the student's sanction. Failure to make restitution constitutes a violation of sanction and may lead to more serious disciplinary action which may include suspension, expulsion or access to transcripts and placement files.

6. Other conditions and restrictions as deemed appropriate by the Judicial Board or Judicial Affairs Office may be imposed.

## D. Formal Warning:

A formal warning is written notification from a University official of the Judicial Board to a student containing a warning that repeated infractions of regulations may result in more severe disciplinary action. A record of the action will be filed in the Judicial Affairs Office.

## E. Organization Sanctions:

Sanctions which may be imposed in cases of student organizations offenses are:

1. Denial of use of University facilities;
2. Denial of recognition of the group as an organization;
3. Forfeiture of right to representation in other university organizations (Interfraternity Council, Student Government, Intramurals, etc.);
4. Forfeiture of right to representation in the Student Handbook or other publications;
5. Denial of privileges of some or all social activities on University premises for a definite period;
6. The University reserves the right to establish contact with and recommend to the organization's regional or national office the forfeiture of right to function as a group — including forfeiture of charter. This penalty must be approved by the Student Conduct and Welfare Committee and the President of the University;
7. Restitution. An organization may be required to make payment to the University, or to the complainant, for any property lost, damaged, destroyed or stolen as a result of a violation of a University regulation. Once ordered, restitution becomes an integral part of an organization's sanction. Failure to make restitution constitutes a subsequent violation of sanction, and may lead to more serious disciplinary action pursuant to the regulation entitled Repeated Violations, Violation of Probation, described under Type One Behavior.

Changes and amendments in this Code of Conduct shall take effect immediately following approval by the Student Conduct and Welfare Committee and the President of the University.

## V. Appeals

The party being charged and any complainant other than the staff of the Student Affairs Division may appeal the decision. The appropriate channels of appeal are:

1. Appeals from decisions of Head Residents should be directed to the Coordinator of Judicial Affairs.
2. Appeals from decisions of the Coordinator of Judicial Affairs should be directed to the Judicial Board.
3. Appeals of recommendations of the Judicial Board should be directed to the President or Vice President as indicated below:
  - a. In those cases where the recommended sanction is a formal warning, probation or probationary suspension, appeals shall be directed to the Vice-President or designee whose decision will be final.
  - b. In those cases where the recommended sanction is deferred suspension, suspension or expulsion, appeals shall be directed to the President whose decision will be final, except in cases where the President imposes expulsion in which case an appeal may be filed with the Board of Regents.

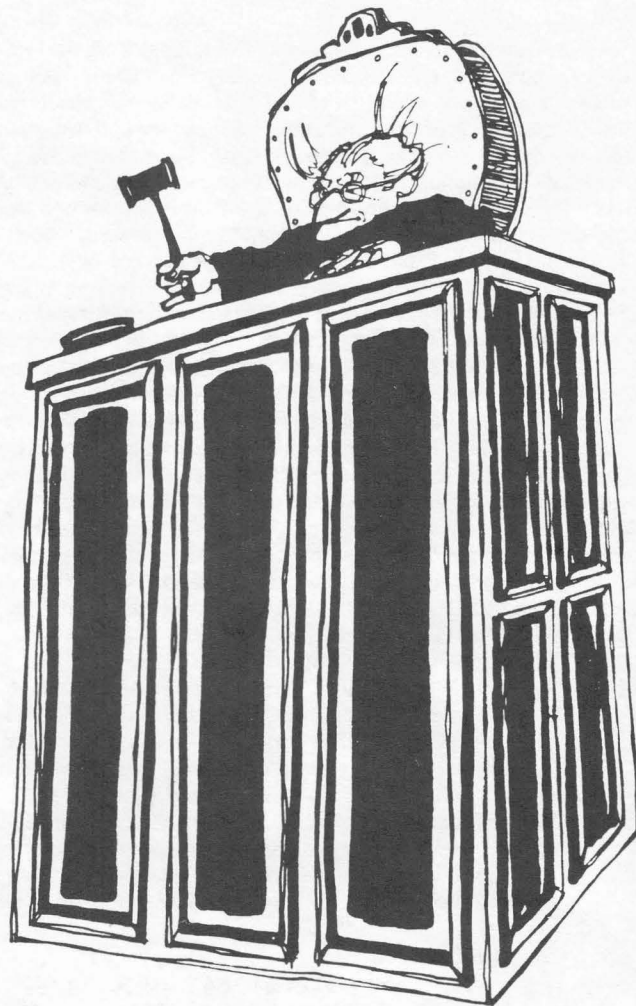
The request for appeal of a recommendation of the Judicial Board must be submitted in writing on an Intent to Appeal Form to the Coordinator of Judicial Affairs within 48 hours (not including days the University is closed) from the conclusion of the hearing. The President/Vice President at his/her discretion may extend the deadline for filing an appeal upon the motion from either party.

The Board's findings regarding the charge(s) must be affirmed or remanded to the original hearing panel. The Board's recommendation regarding sanctions may be affirmed, modified, or remanded to the original hearing panel for further action as deemed appropriate.

A written brief stating grounds for appealing concerning the case should be presented by the appellant within five (5) business days from the date the appeal is filed. The scope of review shall be limited to the following:

1. procedural errors
2. evidence not available at the time of the hearing
3. insufficient evidence to support the findings of the Judicial Board
4. misinterpretation of University policies and regulations by the Judicial Board
5. a sanction or sanctions disproportionate to the offense
6. lack of jurisdiction

All appeals shall be considered upon the record of the original proceedings of the Board. The President or Vice President at his/her discretion, may defer the imposition of sanction pending final disposition of the appeal. In the case of expulsion the President must defer the imposition of sanction when a student files an appropriate appeal with the Board of Regents. In the case where the President has expelled the student, the student may file an appeal to the Board of Regents. A student desiring to appeal the sanction of expulsion must, within three working days, indicate to the President in writing an intent to appeal the decision to the Board of Regents. A written petition of appeal must be filed with the Chancellor of the Board of Regents within 15 days of the institutional President's decision. If the Board of Regents determines that the petition will not be heard, the decision of the President of the institution is affirmed and sanctions imposed therein shall be effective upon the President's receipt of the statement of denial.



## VI. Emergency Authority

Emergency authority may be exercised by the President or his designee in special circumstances. He has the authority to impose the sanction, inter alia, of suspension to a student or group of students who act or refuse to act, the result of which conduct is to interfere with the rights of others and which conduct is non-peaceful or is disruptive or which conduct constitutes a danger to health, safety, or property of others or himself, provided that a hearing is held within 72 hours of the decision to suspend subject to a 48-hour extension at the option of the student.

## VII. BOR Policies

Students should familiarize themselves with the Board of Regents Policies, Rules and Regulations Regarding Student Rights, Responsibilities, and Conduct in West Virginia State Universities and Colleges (P.B. 57) which is incorporated herein by reference. Copies are available in the Office of the Coordinator of Judicial Affairs.

## VIII. Judicial Procedures Manual

Students should also familiarize themselves with the Procedures Manual which is incorporated herein by reference and copies of which are available in the Office of the Coordinator of Judicial Affairs located in the Memorial Student Center 2W31, (6420).



# West Virginia Board of Regents

950 Kanawha Boulevard, East/Charleston, West Virginia 25301  
Telephone 304 348-2101

## Policy Bulletin No. 57 November 13, 1984

(Revises and Replaces Policy Bulletin No. 57 dated July 13, 1982. To be implemented no later than July 1, 1985)

POLICIES, RULES, AND REGULATIONS REGARDING STUDENT RIGHTS, RESPONSIBILITIES, AND CONDUCT IN WEST VIRGINIA STATE UNIVERSITIES AND COLLEGES  
SECTION 1. GENERAL 1.01 Authority - These policies, rules, and regulations are hereby promulgated by the West Virginia Board of Regents in accordance with, and pursuant to, Chapter 18, Article 26 of the *West Virginia Code* (1931), as amended.

1.02 Purpose - The purpose of these policies, rules, and regulations includes, but is not limited to, the following:

- a. To establish a general policy on student life, including a statement on student rights and responsibilities, at the State colleges and universities.
- b. To identify behavioral expectations of students and certain prohibited acts by students at the State colleges and universities.
- c. To prescribe penalties and sanctions for such prohibited conduct.
- d. To define generally the powers, authority, and duties to be exercised under the control of the Board of Regents, by the presidents and officials of the State colleges and universities in applying these policies, rules, and regulations.
- e. To prescribe disciplinary actions and proceedings to be taken in cases of the violations of these policies, rules, and regulations.

1.03 Effective Date - These policies, rules, and regulations are effective immediately inasmuch as they cover any general or emergency situation that might arise at any State college or university, and they supersede any existing policies, rules, and regulations that are in conflict with these policies, rules, and regulations.

1.04 Filing Date - These policies, rules, and regulations were filed in the Office of the Secretary of State of West Virginia on the 7th day of August 1970.

### SECTION 2. DEFINITIONS

2.01 Board of Regents - The West Virginia Board of Regents.

2.02 Institution or Institutions - Any or all of the institutions of higher education, the State colleges and universities, or any branch or division thereof, over which the Board of Regents shall have authority, responsibility, or control.

2.03 President - The chief executive officer of the institution, whatever the title, whether responsible directly to the Board of Regents or through some other officer to the Board of Regents, and shall include all those acting for or on behalf of such chief executive officer, at or by his direction, or at or by the direction of the Board of Regents.

2.04 Property - Any property, whether owned, rented, or otherwise held or used by the Board of Regents, by an institution, or by the institutional community.

2.05 Activity - All or any operations conducted, sponsored, promoted, operated, or otherwise engaged in by an institution, including, by way of illustration and not as limitation of the foregoing, classroom and course activities, recreational and cultural programs, maintenance or building programs, committee or other business activity, registration, advising, teaching, admissions, placement, disciplinary or routine office activity, research, or service.

2.06 Facility - Any and all property of an institution used or usable in any activity of an institution.

2.07 Campus - All the property and facilities of any institution serving as the locus in quo of any activity of an institution.

2.08 Faculty - Those employees of the Board of Regents who are assigned to teaching or research or service functions at an institution, and who hold academic rank.

2.09 Staff - Those employees of the Board of Regents who are assigned to teaching or research or service functions at an institution, and who are not members of the faculty.

2.10 Student - Any person who has been admitted to an institution to pursue a course of study, research, or service, who is currently engaged in an institutionally sponsored activity, and who has some right or privilege to be on the campus or in the facilities of the institution, or to use the same, in connection with study, research, or service, or who yet has some right or privilege to receive some benefit or recognition or certification from the institution, under the rules, regulations, or policies of the Board of Regents or the institution.

2.11 Member of the Institutional Community - Any officer, administrator, faculty member, staff member, employee, student of or at an institution, member of the institutional Board of Advisors, as well as any person authorized to participate in an institutional activity at the time applicable.

### SECTION 3. POLICIES REGARDING STUDENT RIGHTS AND RESPONSIBILITIES

The submission of an application for admission to an institution represents an optional and voluntary decision on the part of the prospective student to partake of the program and privileges offered by the institution pursuant to the policies, rules, and regulations of the Board of Regents and the institution. Institutional approval of that application, in turn, represents the extension of a right or privilege to join the institutional community and to remain a part of it so long as the student fulfills the academic and the behavioral expectations that are set forth in the policies, rules, and regulations of the Board of Regents and the institution.

3.01 Freedom of Expression and Assembly - The student enjoys the essential freedoms of scholarship and inquiry central to all institutions of higher education. In exercising these freedoms the student has certain rights and responsibilities, including, but not limited to, the following:

- a. To have access to campus resources and facilities.
- b. To espouse causes.
- c. To inquire, discuss, listen to, and evaluate.
- d. To listen to any person through the invitation of organizations recognized by the institution.
- e. To have a free and independent student press which adheres to the canons of responsible journalism.
- f. To not violate the rights of others in matters of expressions and assembly.
- g. To abide by policies, rules, and regulations of the Board of Regents and the institution and federal, state, and local statutes and ordinances pertaining to freedom of expression and assembly.

3.02 Freedom of Association - Students may organize whatever associations they deem desirable, and are entitled to affiliate with any group or organization for which they meet membership qualifications. However, institutional recognition of student organizations shall be limited to those whose purposes comport with the educational mission of the institution.

3.03 Right to Privacy - The student is entitled to the same safeguards of the rights and freedoms of citizenship as are afforded those outside the academic community, including, but not limited to, the following:

- a. Privileged communication on a one-to-one relationship with faculty, administrators, counselors, and other institutional functionaries.
- b. Respect for personality, including freedom from unreasonable and unauthorized searches of student living quarters.
- c. Confidentiality of academic and disciplinary records.
- d. Legitimate evaluations made from student records.

3.04 Responsibilities of Citizenship - The student is expected, as are all citizens, to respect, and abide by, local ordinances and State and Federal statutes, both on and off the campus. As a member of the educational community, the student is expected to abide by the institution's code of student conduct which clarifies those behavioral standards considered essential to its educational mission.

3.05 Disciplinary Proceedings - Disciplinary proceedings for students accused of committing offenses must be consistent with such constitutional provisions guaranteeing due process of law as are applicable to them. In all disciplinary proceedings, the student shall be considered innocent until proven guilty of any charge. Each institution shall have authority for promulgating rules and regulations, consistent with policies, rules, and regulations of the Board of Regents.

#### SECTION 4. STANDARDS OF CONDUCT: RULES AND REGULATIONS

4.01 Conduct Required in General - All students at the institutions are subject to, and are required to comply with, observe, and obey the following:

- a. The laws of the United States.
- b. The laws of the State of West Virginia.
- c. Local city, county, and municipal ordinances.
- d. The policies, rules, and regulations of the Board of Regents and the institution.
- e. The directions and orders of the officers, faculty, and staff of the institution who are charged with the administration of institutional affairs on campus.

4.02 Prohibited: Disorderly Conduct - Any and all students who behave in a disorderly or unlawful manner, such as the actions listed below, but not limited to those listed, in or about institutional property or facilities, are subject to institutional disciplinary action which may result in probation, suspension, or expulsion, whether or not there is prosecution for such violations in local, State, or Federal courts:

- a. Fights.
- b. Assaults or battery.
- c. Public disturbances.
- d. Unlawful assembly.
- e. The violation of any municipal, state, or federal law, or the rules and regulations of the Board of Regents or the institution.

4.03 Prohibited Conduct: Theft or Damage of Property - No student shall, individually or by joining with one or more others, misuse, steal, damage, or destroy any institutional property or facilities or the property of any member of the institutional community on or in campuses, property, or facilities of an institution. Students involved in any such prohibited actions or conduct shall be subject to institutional disciplinary action which may result in probation, suspension, or expulsion, whether or not there is prosecution for such actions or conduct in local, State, or Federal courts.

4.04 Prohibited Conduct: Disruption - No student shall, individually or by joining with one or more other persons, do any of the following:

- a. Disrupt or interfere with any institutional activity, program, meeting, or operation.
- b. Interfere with the rights of any member of the institutional community.
- c. Injure or threaten to injure, or coerce by bodily harm or restraint or threats thereof or any other means, any member of the institutional community or persons lawfully on the institution's campus, property, or facilities.
- d. Seize, hold, commandeer, or damage any property or facilities of an institution, or threaten to do so, or refuse to depart from any property or facilities of an institution upon direction, pursuant to policies, rules, and regulations of the Board of Regents or the institution, by an institutional officer, faculty or staff member, or other person authorized by the President.

Students involved in any such action or activities shall be subject to institutional disciplinary action which may result in probation, suspension, or expulsion, whether or not there is prosecution for such actions in local, state, or federal courts.

4.05 Prohibited Conduct: Hazing - No student shall, individually, or by joining with one or more other persons, engage in any act of hazing involving another member of the institutional community. The President of each college and university shall promulgate rules and regulations prohibiting hazing in any form. Such rules and regulations shall include provisions to:

- a. Prohibit any action which subjects a pledge, initiate, or member of a student organization to activities which are personally demeaning or involve a substantial risk of physical injury. This includes both organized rites of initiation and informal activities.
- b. Include the institutional hazing policy in the student handbook, or such other publications which are readily distributed to all students. The institutional policy shall provide that students involved in hazing activities are subject to institutional disciplinary action which may result in the sanctions of suspension or expulsion, whether or not there is prosecution for such actions in local, state, or federal courts.
- c. Identify, through student publications and other appropriate mechanisms, the sanctions which apply to student organizations engaged in prohibited hazing activities or prohibited rites of initiation. These sanctions may include, but are not limited to: denial of the use of institutional facilities, removal of some or all social privileges, removal of institutional recognition, and a recommendation to regional or national headquarters that the organizational charter be revoked. The President of the institution shall take steps to ensure that the chief officer of each student organization is informed at least annually of the institution's hazing policy and the sanctions which may be imposed upon offending organizations.
- d. Ensure that students accused of hazing offenses where the sanctions of suspension or expulsion may result are afforded the opportunity for a disciplinary hearing, as provided in Section 6.04 of these policies, rules, and regulations.



4.06 Prohibited Conduct: Discrimination - No student shall, individually or by joining with one or more other persons, promote or demand action on their part or any other member of the institutional community that would constitute unlawful discrimination on the basis of race, sex, color, political affiliation, handicap, or age. Students involved in any such action or activities shall be subject to institutional disciplinary action which may result in probation, suspension, or expulsion, whether or not there is prosecution for such actions in local, State, or Federal courts.

## SECTION 5. POWERS, AUTHORITY, AND DUTIES OF THE PRESIDENT

5.01 General Powers, Authority, and Duties of the Presidents: The chief executive officer of each institution shall be the President. The President shall be responsible for the entire administration of the institution, subject to the control of the Board of Regents. It shall be the President's duty to attend to and administer the laws of the State of West Virginia which may be applicable on the campus; the policies, rules, and regulations of the Board of Regents; and policies, rules, and regulations of the institution. Each such President is hereby vested with authority requisite to that end, subject to the control of the Board of Regents.

5.02 Powers, Authority, and Duties of the Presidents: Delegation of Authority and Responsibility - Any authority, responsibility, or duty granted to or imposed upon such a President by these policies, rules, and regulations may be delegated by the President, subject to the control of the Board of Regents, to another person or persons on the faculty, staff, or student body of the institution.

All persons dealing in the matters so delegated by the President shall be required to deal with the persons to whom the President shall have delegated such authority, responsibility, or duty, and such persons shall be required to deal with the institution or the president through such designees, except on appeal to the President as specified by the President.

5.03 Powers, Authority, and Duties of the Presidents: Promulgation of Institutional Regulations for Student Discipline - The President of each institution shall have authority and responsibility, subject to the control of the Board of Regents, for the discipline of all students at the institution.

The President, with the advice of faculty and students and subject to the control of the Board of Regents, shall develop, promulgate, and use disciplinary regulations and channels at each institution not inconsistent with the policies, rules, and regulations of the Board of Regents.

5.04 Powers, Authority, and Duties of the Presidents: Activities on, and Use of, Institutional Property or Facilities - The use by any person of the property or facilities of the institutions shall be controlled and governed by the policies, rules, and regulations of the Board of Regents.

Regulations governing the use of such property or facilities at a particular institution shall be promulgated by the President thereof, with the advice of faculty and students, and shall conform to these policies, rules, and regulations and be subject to the control of the Board of Regents.

5.05 Powers, Authority, and Duties of the Presidents: Public Use of Institutional Property or Facilities, and Restrictions Imposed - Subject to the control of the Board of Regents, notwithstanding any rule, regulation, policy, or express or implied permission for the use of, or presence in or on, the property or facilities of any institution, any person who (a) is not a student presently registered for current classes or course work at the particular institution or is not an employee of the Board of Regents currently on duty at the institution and (b) by his/her conduct or speech or expressions, causes or, in the opinion of the President of the institution or the President's delegate of authority, may be reasonably expected to cause harm to persons, property, or facilities, or disruption of, or interference with, any activity of the institution, is no longer authorized to be in or on the property or facilities of the institution. In such instance, the President of such institution, or the President's delegate of authority, shall cause such person to be ejected from, kept off, and kept out of the property and facilities of the institution. The President or delegate of authority, may take whatever legal or institutional action is necessary to effectuate this authority.

5.06 Powers, Authority, and Duties of the Presidents: Use of Institutional Property or Facilities: Activities Which Interfere With, Disrupt, or Inhibit Institutional Operations - The assertion by any person or persons of rights of speech, assembly, press, or other expression with the intention to interfere with access to, or use of, the institution's property, facilities, activities, programs, or operations by those properly and regularly using the same is expressly prohibited, any rule, regulation, or permission express or implied notwithstanding.

5.07 Powers, Authority and Duties of the Presidents: Limitations of Assembly and Student Use of Institutional Property or Facilities - Subject to the control of the Board of Regents, when, in the judgment of the President of any institution, an assembly is not in the best interests of the institution or the individuals concerned, in that it presents a clear and present danger of harm to persons, property, or facilities or interference with or disruption of activities, such President or his delegate of authority shall prohibit such assembly and shall take measures to prevent harm to persons, property, or facilities, or to prevent interference with or disruption of activities, as may be necessary in the circumstances or may be reasonably expected to come into existence.

5.08 Powers, Authority, and Duties of the Presidents: Limitation of Activities and Emergency Measures - When there has been harm or damage to persons, property, or facilities, or when there has been disruption of or interference with institutional activities, or when there has been seizure or occupation of property or facilities by persons no longer authorized, then, subject to the control of the Board of Regents, when the President of an institution at which such occurrences happen or take place, deems it necessary to end or to control such occurrences and the circumstances caused thereby, that President shall take any or all of the following actions or other appropriate actions:

- a. Declare a state of emergency to exist on the campus, and:
  - (1) Close down any part of the institution for any length of time, or limit use of certain parts of the campus, property, or facilities to certain persons at certain times;
  - (2) Impose curfews on the presence of persons in or on institutional facilities or property;
  - (3) Place bans on gatherings of persons at places or times on or in the institution's property or facilities; or
  - (4) Enlist the aid of any public authority, police or otherwise, as may be necessary to restore order, protect persons, property, health, safety, or welfare.

- b. Immediately suspend any student who is found involved in prohibited action or conduct and who is (1) first advised, told, or notified that a particular action or conduct is prohibited, and who (2) continues such action or conduct in spite of the warning. Such immediate suspension shall be followed with speedy disciplinary proceedings consistent with these policies, rules, and regulations.
- c. See to the enforcement of the laws of the State of West Virginia; the policies, rules, and regulations of the Board of Regents; and the policies, rules, and regulations of the institution, including any emergency orders imposed as a result of the state of emergency so declared.

## SECTION 6. DISCIPLINARY ACTION: PROCEEDINGS

6.01 Application to Students - Any person who is a student as defined in these policies, rules, and regulations shall be subject to disciplinary action by the institution at which he/she is a student if that person is involved on the campus of that institution in any of the actions or conduct prohibited by these policies, rules, and regulations, notwithstanding the fact that at the time the student is also an employee of the Board of Regents. In taking disciplinary action against a student, as defined herein, an institution may act to remove any status of such a person or to revoke or remove any right or privilege of such person as a student, or to withhold, remove, or cancel any benefit, recognition or certification, including the conferring of a degree, which such a person might yet not have received from the institution.

6.02 Sanctions in Disciplinary Action - The following sanctions may be imposed upon students as a result of disciplinary actions by an institution:

- a. Probation - exclusion from participation in certain institutional activities, property, or facilities for a definite stated period of time, and may be conditioned upon compliance with policies, rules, and regulations, or specified required activity during the period of probation.
- b. Suspension - exclusion from all institutional activities for a definite stated period of time, and any condition on resumption of activities, if any, also may be imposed.
- c. Expulsion - termination of all student status, including any remaining right or privilege to receive some benefit or recognition or certification, and conditions for readmission, if any, may be stated in the order.

Sanctions of lesser severity, including restitution, may be imposed in any case, at the discretion of the President of the institution.

Each institution shall identify in its student handbook, or other similar publication, the offenses for which a student who is found guilty may be subject to the sanctions of suspension or expulsion.

A sanction of suspension or expulsion imposed by a college or university under the jurisdiction of the Board of Regents shall apply to the person sanctioned not only at the institution where the sanction was imposed, but shall also be effective at all colleges and universities under the jurisdiction of the Board of Regents.

Where a sanction is scheduled for a particular semester and the time lapse during an appeal process makes enforcement in the designated semester impossible, then the sanction shall be applied to the semester in progress at the time of completion of the appeal. In the event that sanction cannot be implemented during that semester, then it shall be applied during the next regular semester, except that if the student has completed the course of study during the pendency of the appeal, the sanctions, where possible, shall be carried out retroactively to affect the grades and records of that student during the semester designated in the original sanction. In any event, the accused student may not be graduated during the process of appeal.

6.03 General Requirements for Disciplinary Channels - Rules and regulations establishing disciplinary channels at the institutions, promulgated pursuant to Sections 3.06 and 5.03 hereof, or any of these policies, rules, or regulations, shall provide, among other things, at the least for the following:

- a. There shall be a hearing board whose members shall be members of the institutional community, including student and faculty representatives, and whose number shall be at least three, and, in any event, on any panel hearing a case, shall be odd.
- b. The hearing board shall have jurisdiction of cases involving the alleged violations of Sections 4.02, 4.03, 4.04, 4.05, and 4.06 of these policies, rules, and regulations, and of cases involving students suspended pursuant to Section 5.08b. Of these policies, rules, and regulations.
- c. The jurisdiction and authority of the hearing board shall be, in cases of disciplinary action against students:
  - (1) To hear evidence;
  - (2) To make findings of fact from the evidence presented;
  - (3) To make recommendations to the President of the institution, based upon such findings of fact, as to the disposition of the disciplinary action, including sanctions to be imposed, if any; and
  - (4) To refer for hearing to a lesser disciplinary channel in cases not involving potential suspension or expulsion. (In lieu of calling together the entire hearing board to decide on referrals, a referral board, including a faculty representative and a student representative selected from the hearing board, may decide the level of hearing by establishing hearing levels for categories of disciplinary infractions or by considering individual referral cases.)
- d. The hearing board shall have such appellate jurisdiction as may be appropriate to the institution, from the determinations and recommendations of any lesser disciplinary channel.
- e. The student may then object or take exception to the recommendations of the hearing board under such procedures as the President may deem appropriate.

6.04 Procedural Standards in Disciplinary Proceedings - In any disciplinary proceedings before a hearing board established pursuant to Section 6.03 brought against a student for alleged misconduct, actions, or behavior for which sanctions of suspension or expulsion may be imposed, the following procedural standards shall be observed.

- a. Written charges of violation shall be presented to the accused student which shall include at least:
  - (1) A statement of the policy, rule, or regulation which allegedly has been violated;
  - (2) A statement of the facts and evidence to be presented in support of the charges made with sufficient clarity to reasonably disclose the time and place of the occurrence and the actions or behavior complained of;
  - (3) A statement that a hearing will be held before the hearing board on the charges, together with notice of the date, time, and place of the hearing; and
  - (4) In cases involving potential suspension or expulsion, as specified in institutional policies, the student must be informed of his/her right to have legal counsel present at the hearing (students retain attorneys in such cases at their own expense and must notify the hearing board at least forty-eight hours prior to the hearing if the attorney will be present at the proceedings).

It is expressly provided, however, that such written charges shall not be fatally defective so as to prevent the set hearing or to require further amplification if such minimum requirements are met reasonably and in good conscience at the discretion of the hearing board.



- b. Said written charges shall be served upon the student charged by one of the following means:
- (1) Handing a copy to the student in person, if he/she can be found, with reasonable diligence in the town where the institution is located and the hearing is to take place; or
  - (2) Mailing, via certified mail, a copy to the student at the residence used while in attendance at the institution, as last noted on his/her official records at the institution; or
  - (3) If the student is not presently registered at the institution, or in any event, by mailing, via certified mail, a copy to his/her last known permanent or home residence as disclosed by official records at the institution.

It is expressly provided, however, that such service of charges and notice of hearing shall not be defective if the student shall have hidden, refused mail, or shall have failed to notify the institution of his/her current address while attending the institution or of the current permanent home address, and the hearing may proceed without hindrance or delay.

- c. A hearing shall be held at the date, time, and place specified (unless postponed by the hearing board for good cause shown) and shall provide the student at least five days notice from the serving of the charges (unless such notice is waived by the student). The hearing shall be conducted in such a manner as to do substantial justice and shall include at least the following:
- (1) The accused student has the right to have an advisor. Such an advisor may be a parent or guardian, a student at the institution, or a member of the faculty or staff of the institution. An advisor may consult with the accused student, but may not speak on behalf of the student or otherwise participate directly in the proceedings, unless given specific permission to do so by the hearing board. In cases involving the potential for suspension or expulsion, legal counsel may be present as specified in Section 6.04a(4) of this policy. Legal counsel may serve in an advisory capacity to the accused student in such cases. However, legal counsel may not speak on behalf of the student or otherwise participate directly in the proceedings. The college or university may request legal counsel through the Office of the Chancellor. Counsel retained by the institution may participate only in an advisory capacity and may not speak on behalf of the institution or otherwise participate directly in the proceedings.
  - (2) All material evidence may be presented subject to the right of cross-examination of the witnesses.
  - (3) There shall be a complete and accurate record of the hearing. In the case of an appeal, a written transcript may be required.
  - (4) In any event, the accused student shall be entitled to be present throughout the presentation of evidence, testimony of witnesses, and arguments of parties; to know the identity of and content of testimony of the witnesses against him and have them present at the hearing at appropriate times; and to present witnesses and any evidence on his behalf as may be relevant and material to the case.
- d. No recommendation for the imposition of sanctions may be based solely upon the failure of the accused student to answer charges or to appear at the hearing. In such a case, the evidence in support of the charges shall be presented and considered. And, in any event, all findings of fact and recommendations shall be based solely upon the evidence in the case as a whole.

- e. After the hearing, the hearing board shall make findings of fact and recommendations for the disposition of the case and sanctions to be imposed, if any, and forward the same to the President of the institution. Within ten working days following receipt of the hearing board recommendations, the President shall review the facts of the case and take such action as may be appropriate under all the circumstances. Except in cases which involve the sanction of expulsion, as defined in Section 6.02 of these policies, rules, and regulations, the decision of the President shall be final.

6.05 Review by the Board of Regents - The Board of Regents may, from time to time, require from the presidents, or any of them, reports on disciplinary actions or proceedings over a period of time or as to any specific case or cases. Such reports shall be in such form as the Board of Regents may require.

In disciplinary cases where the institutional sanction is expulsion, the Board of Regents may, pursuant to such procedures as it may specify, grant an appeal from the disciplinary action of any President on the record of the case submitted and on leave of the Board of Regents first obtained. A student desiring to appeal the sanction of expulsion must, within three working days, indicate to the President in writing an intent to appeal the decision to the Board of Regents. A written petition of appeal must be filed with the Chancellor of the Board of Regents within fifteen days of the institutional President's decision. If the Board of Regents determines that the petition will not be heard, the decision of the President of the institution is affirmed and sanctions imposed therein shall be effective upon the President's receipt of the statement of denial.

If the appeal is granted, the sanction imposed by the President's decision shall be stayed until the Board of Regents makes a final decision after a review of the case. In the event the decision of the President is affirmed after such review, the person appealing and the President shall be notified by certified mail and the sanction shall be effective immediately upon receipt by the President of the decision rendered by the Board of Regents.

In reviewing student appeals involving the sanction of expulsion, the Board of Regents will review all relevant information and records of applicable institutional disciplinary proceedings to ensure that due process has been afforded. In any case of any review of disciplinary action, the Board of Regents may take such action as it deems reasonable and proper in all the circumstances and in answer to all its responsibilities under the law.

Adopted: West Virginia Board of Regents  
July 13, 1982

Revised: November 13, 1984

## Residence Hall Government

The residence hall community is comprised of diverse individuals from various and differing backgrounds and experiences. Such diversity calls for members of the community to be involved in their own governance. Each residence hall at Marshall has an individual hall council (called the Hall Advisory Council) comprised of executive officers, including president, vice-president, secretary, treasurer and representatives from each floor.

This organization is valuable in many ways. The efforts of the Hall Advisory Council result in programs and activities that draw residents together to encourage new friendships. The HAC also reviews issues and concerns that affect the residents hall-wide and campus-wide and help influence official policies. The individual hall councils provide a forum for individual residents to develop leadership skills including working with others and in setting and meeting goals. The result is a steady, continual growth of pride in the hall and in the growth of self-confidence and a personal satisfaction in seeing one's contribution to self and others.

An opportunity to be actively involved in your hall government (HAC) is afforded all students early in the fall semester. Elections will be held in each hall for floor representatives. The hall council election will provide you with an opportunity to become involved in your hall activities.

The financial support for the hall councils is derived from a membership fee collected from the hall residents. The amount of the membership fee is \$10.00 annually or \$7.00 per semester. Membership affords residents the opportunity to participate in activities at a reduced rate or free. Membership is voluntary.

An organization known as Inter-Hall Government Council (IGC) represents all the residence hall councils and their students. The IGC maintains an office in Twin Towers West (696-3183).

The IGC is comprised of three representatives from each hall council. Besides sponsoring campus wide programs, the IGC maintains the Food Committee and the Environmental Concerns Committee and is responsible for the residence hall leadership banquet each year. The Inter-Hall Government Council strives to represent the concerns of all residence hall students and be a positive factor in influencing change. By supporting your HAC you help to improve the quality of the residence halls.

## University Housing for Family Students

Housing for married students or students with children is provided in 84 furnished family dwelling units owned and operated by the university. The units include a wide variety of accommodations with rents ranging from \$140 to \$265 per month. The apartments are one to two bedroom units with kitchen, bath, and living room. Efficiency apartments are also available. Applications may be secured from the Office of Housing and Conference Services. Married students or students with children, full-time, are eligible to reside in family student housing units.



## Student Government

The Marshall University Student Government Association is continually growing as a viable part of university life. Through the channels of Student Government, students make decisions that directly affect them.

Beyond a lesson in democracy, Student Government offers vital interaction with those individuals committed to the goal of a better Marshall.

Student Government is concerned with improving the effect of education upon a student. Through its many channels of communication, it offers input into the issues which directly concern the lives of the Marshall University student body.

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Student Government consists of three divisions: Senate, Court and Cabinet. Under the Constitution, Senate elections are held twice yearly, in October and April. This allows for a revolving membership as in the United States Senate. Constituencies are based on the Academic Colleges.

The Student Court is charged with two main functions: 1) the interpretation of the Student Government Constitution and 2) the exercise of judicial review over all actions of Student Government.

The Student Body President heads the Cabinet and appoints all its members. Cabinet members are ratified by the Senate to whom they must report concerning their committees or posts. Regular meetings are held to discuss matters coming before Senate and Cabinet and to report on the progress of each project.

## Student Government Projects

Student Government provides students with the opportunity to get involved with a variety of projects. Some such as the Muscular Dystrophy Dance Marathon, which has raised over \$15,000, allow students to get involved with the community. Other projects include providing listings for Off-Campus Housing, facilitating a Commuter network and sponsoring Blood Drives for the American Red Cross.

All of these projects, as well as others planned throughout the academic year, provide each student many opportunities to become involved in university life. Students are represented on every major standing committee of the University as well as the President's Cabinet. If you are interested in Student Government, stop by the Student Government Office in the Memorial Student Center, Room 2W29 or call (696)-6435.

## Off-Campus Housing

Marshall University does not designate any housing not specifically owned by the university as "university approved." The university does not and cannot supervise the health, safety, living standards, and contractual arrangements of students living in privately owned dwellings. Any student who decides to live in one of these residences accepts full responsibility for his choice with relation to the aforementioned items. However, staff members are available for consultation regarding matters related to your housing. Student Government operates the Office of Off-Campus Housing and Commuter Affairs to assist students with housing needs. In addition, the attorney for students can assist students with consumer protection concerns.



## Residence Halls/Housing

The Office of Housing and Conference Services, Old Main 115, and Residence Life Office, TTE, maintain six residence halls which house approximately 2,150 students. Each residence hall provides students with the best possible living and learning conditions. The students' experiences in hall government, educational, social, and recreational programs, and their association with residence hall staff members give them an opportunity for sound academic and social development. All of the halls are located at convenient points on campus within a five-minute walk of any classroom building.

Marshall University has a mandatory housing policy requiring all freshmen and sophomores, if space is available, to reside in university owned and operated residence halls unless they reside with their parent(s) and commute to and from the university from that residence. Married students and students two years beyond high school are exempt.

Failure to comply with this policy will result in cancellation of the student's registration.

## Room Applications and Reservations

Since all freshmen and sophomores who do not commute to the university from home are required to live in university residence halls, all freshmen admitted by the university are sent residence hall applications. The applications must be accompanied by a \$75.00 deposit (refundable in cancellation notice is received prior to July 1).

Twenty-five dollars of this amount is placed into a damage deposit account in the student's name for the duration of on-campus occupancy. This amount is refunded to the student when he/she permanently severs ties with the Housing Office. The remaining \$50.00 is considered a reservation fee and is deducted from the total amount due on the first room and board invoice.

Room assignments are made on the first come, first serve basis, without regard to the student's race, religion, political affiliation, sex, age, handicap, or national origin. Students wishing to room together should make every effort to send in applications and the deposit fee in the same envelope. The student is assigned to the residence hall of his/her choice if at all possible. Applicants who do not initially receive their first choice of residence halls will be placed on a waiting list through mid-August. Roommates who apply together will not be transferred separately unless otherwise indicated.

Room and board fees are due on August 1 and January 2.

## Contracts

A student who wishes to live in a university residence hall must sign a contract with the Housing Office. The stipulations of that contract are: (1) that the student resides in his assigned residence hall for the entire academic year; (2) that the student abides by the governing rules and standing traditions of the residence hall; (3) that the student purchases a meal ticket; (4) that the student will receive no refund of any portion of room and a prorated refund of board fees because of withdrawal from the university after the first week of classes for each semester.

## Food Services

All students living in the residence halls are required to purchase a meal plan for meals in the university dining halls. Meals are also available to students rooming off the campus at the guest meal rate. The meal plan is not valid during vacation periods.

Meal plans will become effective on the first day of classes of any semester or summer term. Meals taken prior to the first day of classes must be paid for in cash.

Students will be issued a meal ticket upon payment of room and board fees. This meal ticket must be presented prior to entering food lines at each meal.

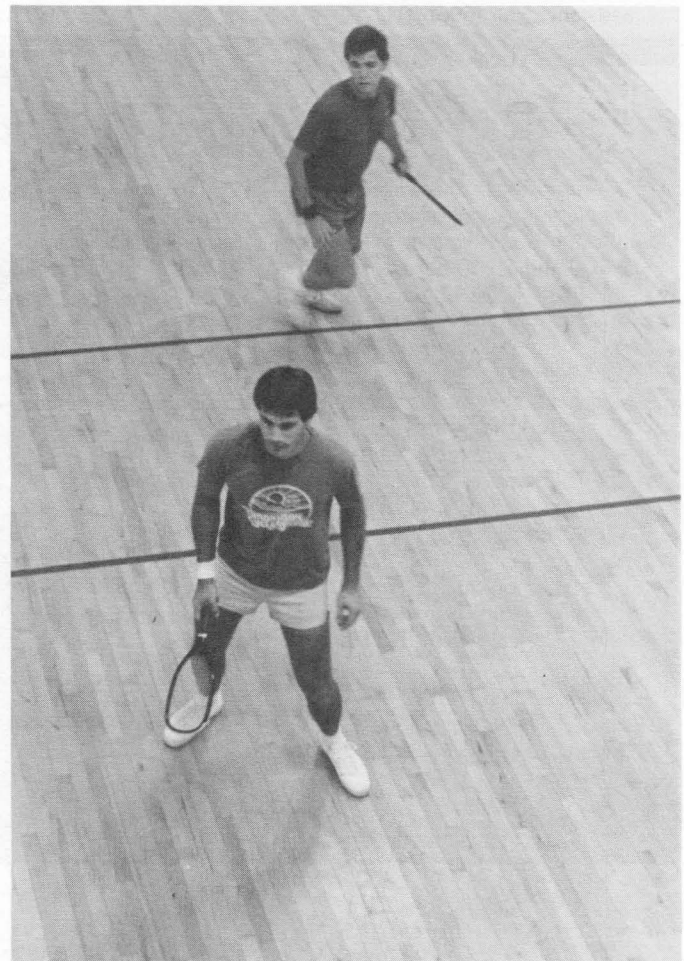
No deduction or refund is made in board charges unless the student is absent from the campus for more than a calendar week because of personal illness or a university-approved trip. No deduction is made in room charges for absences. No deductions are made because of late payment.

## Holidays

Residence halls are not open during Thanksgiving, semester, and spring vacation periods. Holderby Hall may be open to accommodate special students. The halls close at 6:00 p.m. on the last day of class before holidays begin. At the close of a semester, students must vacate their residence halls within twenty-four hours following their last examinations.

## Loss or Damage of Property

The university is not responsible for loss of or damage to personal property of students who reside in residence halls. If parents' homeowners insurance does not cover student belongings, it may be desirable to purchase additional insurance coverage. Students are advised to lock their rooms whenever they go out of the hall.



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# Student Development Center

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The Student Development Center is a service-oriented area of the Division of Student Affairs. Its goal is to help students develop both personally and academically throughout their college years. Various units of the Center provide many developmental, remedial, and preventative programs.

The Student Development Center provides programming which supports personal, social, educational, and career counseling; reading and study skills development; tutorial services; human relations programs; topics that concern minority, women, and international students; health seminars; and new student information services.

All units of the center are located on the first floor of Prichard Hall except for the Minority Students Program Office, which is in 1W25 Memorial Student Center. Office hours are 8:00 a.m. to 4:30 p.m.; other times by appointment.

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## Counseling Services

The Counseling Services staff provides individual and small group counseling experiences, personal and emotional health seminars, assessment and career exploration, and referral services. Vocational interest and personality testing is available to assist the student in evaluating his/her characteristics as compared to those of other students. These resources can be used by students to help resolve educational, personal/social, or vocational questions. All information discussed is confidential. For information or assistance call (696)-3111.

## Tutoring/Study Skills Development

Tutoring services are coordinated by the Student Development staff. A limited amount of free tutoring is available. Most tutoring is conducted on a fee basis; fees are usually between \$3.00 and \$6.00 per hour. The coordinator of tutoring services maintains a list of recommended tutors who have been endorsed by their respective departments.

Often students need to improve their study skills in order to complete their classes successfully. The Student Development staff helps students improve study skills through both individual and group processes. A series of workshops is presented each semester which includes such topics as

- time management,
- preparing for exams,
- notetaking,
- getting the most from textbooks, and
- memory techniques.

If you think you could benefit from either tutoring or study skills help, call (696)-3111.

## Vocational Rehabilitation

The campus Vocational Rehabilitation staff coordinates services to disabled students who are under the sponsorship of the West Virginia Division of Vocational Rehabilitation. Referrals are encouraged from university sources, but basic criteria must be met before services can be offered. Services to handicapped students include financial assistance, personal adjustment and academic/vocational counseling, and referral to other campus and community resources dealing with the handicapped. Located in PH 140. For information or assistance call (696)-2394.

## International Students

The International Student Program is designed to help foreign students adjust to a new and sometimes perplexing environment. The staff provides special assistance to its students regarding cultural familiarization, language, housing, employment, academic and personal matters, responsibilities as a non-immigrant, and immigration requirements and procedures. A major objective is to help foreign students achieve their educational goals while providing an insight into American culture through a program of social activities, orientation seminars, and host family visits, in addition to the annual International Festival held each spring. For information or assistance call (696)-2379.

## Special Services

The Special Services program is a federally funded unit providing a wide range of academic support services to disadvantaged students. The skills specialist provides activities which allow students to develop reading and learning skills and improve study skills. The tutorial component offers student tutors in most freshman and sophomore level courses. These tutors are available to supplement classroom instruction and to help students understand subject matter more thoroughly. Counselors are also available to help students in academic planning and career decision-making. For information or assistance call (696)-3111.

## Women's Center

The Women's Center exists as a resource for information and services in the area of women's issues, concerns and needs. The Center offers programs on a regular basis which focus on topics of relevance for women, provides information and support to returning women and the female student population in general, and acts as a resource for university offices in order to encourage recognition of women students' needs. The Women's Center is located in Room 101, Prichard Hall. For information or assistance call (696)-3112.

## Upward Bound

The Upward Bound Program is funded by the Department of Education to provide academic and cultural enrichment as well as counseling services to identified high school youth in seven target high schools in Wayne, Cabell, and Mingo counties. For information call (696)-6456.



## Office of Disabled Student Services

The Office of Disabled Students Services helps disabled students with all aspects of campus living and learning programs and activities. The staff's ultimate goal is for each disabled student to function independently in the educational environment.

The following services are available to meet the individual needs of disabled students:

**Taped textbook/reader service** for visually impaired and learning-disabled students.

**Test proctoring** for visually impaired and learning-disabled students and for those with upper body mobility problems.

**Tutoring** for most freshman and sophomore level courses.

**Study skills/reading improvement instruction.**

**Lecture notetaking** for students with hearing impairments or upper-body mobility problems.

**Special parking accommodations** for students with mobility problems.

**Specialized equipment** for use as study aids.

**Individualized new student orientation** for disabled students who request it.

**Adapted sports activities** such as swimming, individual exercise programs, and modified physical education classes.

**Liaison counselor** for students under the sponsorship of the West Virginia Division of Vocational Rehabilitation.

**Accessible housing, classrooms, and library facilities** for mobility-impaired students.

Disabled students are also referred for special assistance to various university and community agencies.

The Office of Disabled Student Services is located in the Student Development Center on the first floor of Prichard Hall. For information or assistance call (696)-3111.

## Minority Students Program

The staff of the Minority Student Programs aids in facilitating black students involvement in their academic growth and development and their participation in University life. They coordinate the personal, educational, cultural, and social needs as identified by students and aid in providing an environment conducive to student learning. Programs are initiated and developed to aid the university community in its effort to enrich cross-cultural and racial understanding. The office is located in room 1W25, Memorial Student Center. For more information or assistance call (696)-6705.

## Student Health Programs

Student Health Education Programs (SHEP) offer educational services promoting the wellness concept of a balanced lifestyle approach to optimal living. SHEP provides: workshops, films, a resource library, counseling and referral for family planning and other health-related issues, Red Cross Blood Drives, an annual "Wellness Week," a Contraceptive Health Education Clinic, and *Wellness Ways*, a preventive health magazine. A physical fitness program is offered by trained aerobic/dance instructors. Peer CAAPS, a trained group of volunteer students whose objective is to educate students about responsible drinking, provide a variety of programs concerning the use of alcohol. Offices of the SHEP Coordinator and staff are located in Prichard Hall. For information and service call (696)-2324.



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# Financial Aid

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## Financial Aid Consumerism Information

As students and their families make plans for meeting the cost of an education at Marshall University, they need to have an understanding of Financial Aid. The following information is designed to acquaint the reader with the University's Financial Aid Programs as well as other important information about Marshall. Hopefully, it will answer many of the questions which you have. It also explains the rights and responsibilities of an aid recipient. Unfortunately, financial aid programs experience frequent changes; therefore, some of the descriptions contained here may change soon after going to print. Current information is always available in the Financial Aid Office.

Remember, the primary responsibility for meeting the student's educational expenses rest with the family. The Financial Aid Program at Marshall University is designed to help those students whose families don't have access to the resources necessary to complete their education. Be sure to make thorough plans with regard to financing your education and investigate every potential resource available to you.

## Definitions and Useful Information

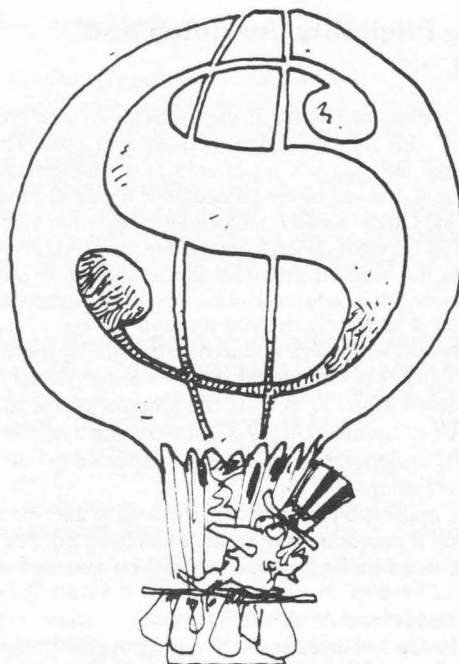
1. **Financial Aid** - money that you receive from external resources (the University, the State, the Federal Government, Vocational Rehabilitation, ROTC and others) to be used in meeting expenses incurred while completing an educational program.
2. **Student Budgets** - estimated costs that a student will incur during an educational period. Your education could well depend upon your ability to live within a sound budget. Budgets are intended to be realistically moderate but adequate. Student budget categories vary to recognize such as in-state and out-of-state tuition, on-campus and off-campus living situations, independent or dependent living with parents status. Each year budget components are updated to reflect actual or average costs of particular classifications of student in the University area. If your particular situation is not adequately addressed in the institutional budget applied to you, you should appeal your concern to the Financial Aid Office (Budget examples and the items contained therein are reflected later in this section.)
3. **Financial Need** - the dollar figure which is the result of subtracting the family's expected contribution from the student budget.
4. **Financial Aid "Package"** - financial aid from different sources combined into one award to meet a student's financial need is called a package.
5. **Scholarships** - gift aid, generally based on academic performance or talent in a specific area and sometimes to help meet need.
6. **Grants** - gift aid generally based on financial need.
7. **Employment** - a job, usually part-time, the earnings from which can help pay for the costs of education.
8. **Student Loans** - long-term, low-interest loans which must be repaid usually after college.

## Financial Aid Programs Available at Marshall University

- A. Scholarships are available to those who excel academically and to some who have other special skills. The general eligibility requirement for an academic scholarship is a 3.5 grade point average (GPA) (freshmen must have a minimum of a 24 ACT Composite). The donor may add other specific requirements. Most scholarships are awarded to West Virginia residents. Priority for out of state awards goes to residents of Boyd County, Kentucky and Lawrence and Gallia Counties, Ohio.
- B. The Pell Grant is an entitlement, gift aid program designed to be the initial "ingredient" in a student's financial aid package. Its entitlement nature guarantees that all students who are eligible will receive a Pell Grant Award. Eligibility is determined by a standard formula developed by the Department of Education and approved annually by Congress. Students may receive a Pell Grant until completion of the first baccalaureate degree. Every applicant will receive a Student Aid Report which will contain a Student Aid Index (SAI). Students are determined to have a financial need based on the SAI compared to the cost of attendance. Eligibility is further determined by enrollment status, maintaining satisfactory academic progress and compliance with all other general aid requirements. In 1986-87 Pell Grants are expected to range up to \$2,100.
- C. The Supplemental Educational Opportunity Grant (SEOG) is for undergraduate students who have not completed their first baccalaureate course of study and who financially need grant assistance to help them meet their educationally related expenses. Awards may range between \$200 and \$2,000 per year as determined by the institution. SEOG recipients at Marshall generally are on campus residence with significant needs.
- D. College Work Study (CW-S) provides jobs to students who need such earnings to meet a portion of their educational expenses. Graduates as well as undergraduates students who demonstrate financial need and meet the general eligibility requirements may be employed through this program. Students are paid at least a minimum wage and typically work 10 to 15 hours per week. Placement will, whenever possible, be in the area of the student's major or a major interest. Summer and off-campus opportunities are available to new and returning students when funds allow taking advantage of such opportunities.
- E. Student assistance employment (non-federally funded) opportunities are available on a limited basis to currently enrolled students. Applicants must typically possess a specific skill directly related to the work experience. Employment opportunities are posted at the southeast entrance of Old Main. Inquiries are made directly to the Financial Aid Office.
- F. The National Direct Student Loan Program (NDSL) is a long term low interest loan for students who meet the general eligibility requirements and who need a loan to help meet their educational expenses. Students may borrow up to \$3,000 during their first two years of undergraduate study, a cumulative maximum total of \$6,000 during the completion of the Bachelor's Degree, and up to a maximum of \$12,000 during graduate study (including undergraduate loans). The terms and conditions of the loan are disclosed within the promissory note. Generally, they include that interest is 5 percent on the unpaid balance, that repayment begins six months after graduation or withdrawal from school normally lasting up to ten years and that various deferments, cancellations, and postponements of repayment are possible. Interest begins to accrue at the time of repayment. Deferment and cancellation provisions are explained in the Promissory Note. NDSL recipients are required to participate in an "exit" interview, before graduation, withdrawal, or leaving the University even if planning to return at a later date.



- G. The Guaranteed Student Loan Program (GSL) enables eligible students to borrow directly from their local lending institutions. The long-term loan is guaranteed by your state or a private non-profit agency. GSLs carry an eight percent annual interest rate for first time borrowers, however it is paid by the government until the student begins repayment. The student pays a 5.5 origination fee and a guarant fee on each new loan. An undergraduate may borrow \$2,500 per year up to \$12,500. Graduates may borrow \$5,000 per year up to a maximum total cumulative limit of \$25,000. Repayment begins in six months after graduation or withdrawal and up to ten years can be allowed for repayment. Families whose adjusted income exceeds \$30,000 must meet a needs eligibility. Additional requirements or loan stipulations are disclosed in Promissory Note.
- H. The PLUS/ALAS Loan program currently carries an interest rate of 12 percent; repayment begins within 60 days. Loans are made through the borrower's local lending institution. Parents of undergraduate students can borrow up to \$3,000 per year with a maximum total of \$15,000. Independent undergraduates can borrow \$2,500 per year (including GSL) with a total maximum of \$12,500. Repayment of principal can be deferred if the borrower is a student.
- I. Short-term "emergency" loans are available to registered or registering students experiencing temporary monetary needs and demonstrating a visable source of repayment. The need must be a direct educational expense or a generally accepted emergency occurance. Loans are subject to a minor service charge disclosed at origination and are repayable within 30 days.



**Special Conditions**-If your family's financial situation has recently changed because of a death, separation, divorce, loss of job, or loss of benefits, for example, there is a special application form to deal with such occurrence. Please contact the Financial Aid Office for guidance and a Special Condition's Application.

**Guaranteed Student Loans/PLUS/ALAS**-Applications for these loans are available through your local lender or through the Financial Aid Office. Though there are no specific application deadlines, the application process does take 4 to 6 weeks. Students are encouraged to apply early so that their loan checks will be available when payments are due. Necessary supplemental application forms must be secured from and returned to Marshall.

**Short-Term "Emergency" Loans**-Applications for short term loans are available in the Financial Aid Office. Applications are accepted and processed as received if there are available funds with which to make loans.

**Medical School Students**-A medical school Financial Aid Guide available from the Financial Aid Office or the Medical School Dean's Office is updated yearly and provides application procedures and programs available for medical students.

## Applying for Financial Aid

In order to be considered for financial aid, you must have been regularly accepted by the University's Admissions Office with all pertinent data (ACT results, transcripts, etc.) on file.

**Scholarships**-Incoming freshmen need to be admitted to the University by February 1st (prior to the award year) to be guaranteed consideration. The general requirements include a 3.5 Grade Point Average and 24 Composite ACT Score.

Continuing and transfer students must submit an Application for Scholarship each year by February 1st to guarantee consideration.

**Need-Based Aid**-All students must complete the College Scholarship Services's Financial Aid Form (FAF) which is available from your high school guidance counselor or from Marshall's Financial Aid Office. This form is used to determine your family's ability to contribute to meeting your cost of education. The FAF is mailed to the College Scholarship Service for processing. Marshall University's Code, 5396, must be listed on the FAF. In addition, this application should be used to apply for the Pell Grant and for state grant programs. West Virginia residents should check the West Virginia Higher Education Grant Program box. We must assume that applicants for need-based aid will take advantage of such available programs.

You should submit the FAF as immediately after January 1st as possible to insure receiving consideration for the most attractive aid programs and to meet deadlines imposed by some aid resources.

The Pell Grant Program will return to you a Student Aid Report which must be submitted to the Financial Aid Office as soon as possible to be considered as a part of your financial aid award.

**Pell Grant Only**-Should you decide to apply for only the Pell Grant, you must utilize an application called the Application for Federal Student Aid. This application is available from your guidance counselor or from the University's Financial Aid Office. Though there is no critical deadline for this application, you should submit it as early as possible after January 1st.

## General Eligibility Requirements

Before receiving any Title IV assistance (Pell Grant, Supplemental Educational Opportunity Grant, College Work-Study, National Direct Student Loan, Guaranteed Student Loan, or PLUS Loan) from Marshall University, a student must meet the general eligibility requirements listed below.

A student must:

1. be enrolled or accepted for enrollment in an eligible program studying for a degree or certificate.
2. be a citizen, national, or permanent resident of the United States, a permanent resident of the Northern Mariana Islands, or the Trust Territory of the Pacific Islands, or another eligible non-citizen.
3. be carrying or planning to carry at least a half-time workload (6 credit hours) during each semester; rare exceptions will be dealt with individually.
4. be maintaining satisfactory academic progress toward a degree according to standards set forth for financial aid recipient at the University and noted later in this section.
5. not be in default on any Title IV loan-NDSL or GSL/FISL or owe a repayment on any Title IV Grant-Pell, SEOG, or SSIG, received for attendance at Marshall, or elsewhere
6. have on file a statement of educational purpose for the year aid is to be received stating all Title IV funds received will be used solely for educationally related expenses as well as a statement of selective service registration status.

## Determining Eligibility, Awarding and Distributing Aid

Financial need is described as the difference between your cost of education and your family's ability to meet that cost. The amount of financial aid you will be offered in a financial aid "package" may equal, but will never exceed your financial need.

The Financial Aid Office, based on information included in the College Scholarship Service's analysis of your Financial Aid Form (FAF), determines the amount that your family should be able to contribute to meeting your educational expenses. The estimated family contribution is uniformly derived through the use of the FAF which measures the family's economic strength. It should be noted that all families of dependent students are expected to contribute an amount equal to at least the amount of the student's summer savings contribution (\$700 for incoming freshmen; \$900 for all others). Independent students are expected to make a reasonable contribution.

When complete application materials are received in the Financial Aid Office, and if necessary, the student has been admitted to the University, need-based financial aid will be awarded as follows:

1. An expense budget is determined.
2. All expected family resources are subtracted from the budget to determine financial need.
3. The financial need will be met to the extent possible in a combination of available aid resources. Students are first held responsible for State Grants and Pell Grants for which they are eligible. Scholarships are awarded separately, based on different criteria; however in meeting the need, they are taken into consideration. Self-help assistance is then considered; loans and/or College Work-Study awarded to a maximum of approximately \$3,000 proportioned to meet the student's needs (considering such factors as grade level and need for funds to pay direct educational costs.) Students with higher needs and who need additional funding for direct educational expenses at the beginning of the semester will be considered for Supplemental Educational Opportunity Grants.

Applications are reviewed in the order in which an application file is completed; it is, therefore, beneficial to complete all applications early. After that time when the University's funding completely obligated, remaining applicants will be advised of their recognized need level, encouraged to submit their Pell Grant Student Aid Reports and advised to consider Guaranteed Student Loans. Any funds which subsequently become available will be used to answer student needs as requested.

All awarded applicants will receive an award letter noting the expense budget, the expected family contribution, the need and the aid awarded. Ineligible applicants will receive notification of eligibility. Upon receipt of the award letter, all elements should be checked for accuracy. If aid has been offered, it must be accepted or declined, and the student must sign the Statement of Educational Purpose/Selective Service Registration Designation with the appropriate status noted. Should you question any of the information contact the aid office to answer your concerns.

All or any part of the award can be accepted or rejected. Aid that is declined or not appropriately accepted will not normally be replaced.

The offer of financial aid is dependent on the receipt of funds from all funding sources. Although unlikely, the University reserves the right to revise offers of financial aid at any time during the academic year based on availability of funds, changes in regulations, notification of additional resources to the student, and/or procedural changes by any funding authority.

Financial aid is currently distributed by the following process. Students with completed awards are notified prior to the beginning of each semester of the aid which is available to assist in the payment of their expenses. This notification should be signed and returned to the Bursar no later than due date of tuition and fees. The signature is authorization for the utilization of funds to first be applied to paying tuition and fees and then, if appropriate residence hall fees. If the award is greater than the fees due, a check will be disbursed for the difference to the student when the semester begins. If the award is less than the fees due, the student is responsible for paying the remaining fees due on the appropriate due date. Guaranteed Student Loans will be disbursed to the students according to regulations, when they are available and tuition charges have been paid. It is the aid recipient's responsibility to see that all fees are paid by the appropriate due date or arranging for a legitimate payment deferral. Failure to meet due dates can result in registration cancellation or loss of residence hall assignment.

These procedures will remain constant from semester to semester unless otherwise noted.

College Work-Study and other student employment checks are disbursed to the student after time sheets are completed and processed. Students are paid twice monthly, however, the first paycheck a student receives will be delayed at least one month after submission of the first pay period. Students must budget their funds with availability in mind and to meet the required due dates of their educational expenses.

## Student Rights and Responsibilities

The rights include:

1. knowing what financial aid programs are available to you.
2. knowing application deadlines for all available aid programs.
3. knowing how aid is distributed and why it is distributed that way.
4. knowing how the student budget was constructed, how the need was determined, and how it will be met.
5. knowing what portion of the aid package is loan, the repayment responsibilities, the interest rate and all of the particular characteristics of the loan.
6. knowing how satisfactory academic progress for the purpose of receiving financial aid is determined and what happens when satisfactory progress is not maintained.

The responsibilities include:

1. knowing information about the school's programs and performance. This information should be considered carefully before deciding to attend school.
2. completing all applications accurately, meeting deadlines and taking advantage of all available aid programs.
3. providing correct information. In most instances, misreporting information on financial aid applications is a violation of the law, punishable under the U.S. Criminal Code.
4. submitting all documentation, verification, corrections and/or new information requested by either the Financial Aid Office or the agency to which application was made.
5. informing the Financial Aid Office of any changes which affect your financial situation (including name, address, or enrollment status changes).
6. reading and understanding all forms which you sign and for keeping copies of them.
7. accepting the responsibilities for all signed agreements.
8. performing all work agreed upon in accepting a student employment position.
9. complying with application deadlines.
10. meeting fee payment deadlines.
11. correctly accepting all aid offerings.
12. maintaining satisfactory academic progress according to the following policy.



## Satisfactory Academic Progress Standards for Financial Aid Eligibility

### Undergraduate Students

In order to be able to receive financial assistance, Federal Regulations require that a student be making measurable satisfactory progress toward the completion of his/her degree or program. Marshall University has adopted standards by which to monitor financial aid recipients' academic progress. (These standards insure the proper distribution of financial assistance to eligible students.) The satisfactory academic progress standards for financial aid eligibility are as follows:

- Students who have registered for **0-30** credit hours must have completed **50%** of the credits registered for and have a cumulative GPA of **1.60**.
- Students who have registered for **31-64** credit hours must have completed **67%** of the credits registered for and have a cumulative GPA of **1.70**.
- Students who have registered for **65-89** credit hours must have completed **75%** of the credits registered for and have a cumulative GPA of **1.80**.
- Students who have registered for **90+** credit hours must have completed **80%** of the credits registered for and have a cumulative GPA of **2.00**.

Academic Progress is, therefore, to be measured in terms of performance, through the grade point average, and in terms of degree of program completion. **The above limits eligibility to enrollment through the 160th credit hour.** Further, the University limits eligibility for financial assistance to the first twelve (12) regular semesters of full-time enrollment; the first eighteen (18) regular semesters of three-quarter time enrollment; the first twenty-four (24) regular semesters of half-time enrollment or less. A student whose status changes will have his or her maximum period of eligibility determined considering the individual situation. For instance, a student who had enrolled for two semesters at half-time status would have eleven semesters at full-time status remaining or thirteen (13) total semesters. (Please note that regular semesters include only the fall and spring terms and that full-time is enrollment for twelve (12) semester hours or more; three-quarter time includes enrollment for 9, 10, or 11 semester hours, half-time is enrollment for 6, 7, or 8 semester hours.

Withdrawing from classes after the drop/add period can have a negative effect on continued eligibility as it can serve to increase the time required to complete one's program. Repetitions will be dealt with according to the University's policy governing grade point averages and will be included in classes registered for and completed. Audits will be dealt with similarly.

Students not meeting the above standards will receive notification from the Director of Financial Aid as soon as such status is discovered. This notification will indicate ineligibility for financial aid, suggest that academic assistance can be found through the Student Development Center and inform the student about his or her right to appeal. All appeals must be made in person to the Director of Financial Aid.

Unless eligibility is reinstated through a formal appeal within one year (12 months) of the ineligibility declaration, the student will remain ineligible until that time when he or she is again in compliance with the standards set forth.

Students who transfer to Marshall will automatically be considered eligible for assistance during their first semester of enrollment. However, those whose transfer credits or grade point average do not meet the University's standard for satisfactory academic progress will be considered only conditionally eligible. These students will be expected to meet the standards of others with conditioned eligibility (a 2.00 GPA and completion of all of classes enrolled for) to remain eligible after the initial semester. Transfer credits will be added to M.U. credits in determining the maximum period that a student will be considered eligible for aid. In measuring total semesters of eligibility, transfer credits will be divided by twelve (12) to determine the number of semesters enrolled.

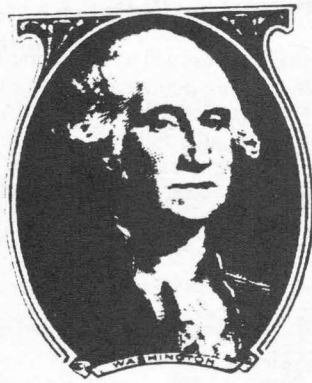
### Graduate Students

Satisfactory academic progress will be questioned of graduate students only when their grade point average drops below 2.00 or the completion ratio drops below 67%. Students will be eligible a maximum of six (6) regular full-time semesters. Students attending on less than a full-time basis will be given a maximum of ten (10) regular semesters of eligibility. (Please note that regular semesters include only the fall and spring semesters and that full-time is enrollment for nine (9) semester hours or more.)

**Loan Repayment**—Since financial aid awarded from any loan fund (National Direct Student Loan, Guaranteed Student Loan, PLUS/ALAS Loan, Nursing Loan, Health Professions Student Loan, or Health Education Assistance Loan) requires the signing of a promissory note, it is important for the recipient to understand the terms of the loan thoroughly. Therefore, the promissory note should be read in entirety before affixing a signature to it. Repayment responsibility is probably the most important issue.

A sample loan repayment schedule for a student borrowing \$200 through the National Direct Student Loan Program and graduating on December 20, 1986, would appear as follows. The allowable grace period is six months; interest is 5% annually, and the minimum monthly payment is \$30.

| Appx. billing date | Appx. payment date | Calculated Interest   | Payment  | Principal Balance |
|--------------------|--------------------|-----------------------|----------|-------------------|
| 7-15               | 8-1                | \$200x.00467 = \$ .93 | \$ 30.93 | \$170.00          |
| 8-15               | 9-1                | \$170x.00467 = .79    | 30.79    | 140.00            |
| 9-15               | 10-1               | \$140x.00467 = .65    | 30.65    | 110.00            |
| 10-15              | 11-1               | \$110x.00467 = .51    | 30.51    | 80.00             |
| 11-15              | 12-1               | \$ 80x.00467 = .37    | 30.37    | 50.00             |
| 12-15              | 1-1                | \$ 50x.00467 = .23    | 30.23    | 20.00             |
| 1-15               | 2-1                | \$ 20x.00467 = .09    | 20.09    | —0—               |
|                    |                    |                       | \$3.57   | \$203.57          |



## Refunds

The University's general refund policies are detailed elsewhere in this publication. Please read them carefully. Refunds to financial aid recipients will typically be returned to the award account(s) from which the student was awarded up to the amount of the award. Only after the total award is recovered will funds be refunded to the student. Recipients may consult the Financial Aid Office if there are any questions.

## Repayment

If a financial aid recipient officially withdraws from the University prior to the end of an award period it will be reviewed to determine if there should be a repayment of funds disbursed directly to the student. Awards are to be used only to meet educationally related costs. Students will be billed for any repayment due.

## Student Budgets

Approximate student budgets to be utilized at Marshall in awarding financial aid are as follows for the 1986-87 nine month academic year:

Dependent-In-State-Undergraduate

|                     | <b>Living at home</b> | <b>Living in Dorm or off-campus</b> |
|---------------------|-----------------------|-------------------------------------|
| Tuition & fees      | \$1042                | \$1042                              |
| Books & Supplies    | 250                   | 250                                 |
| Maintenance at home | 1100                  | —0—                                 |
| Room & Board        | —0—                   | 3008                                |
| Transportation      | 308                   | 250                                 |
| Personal Expense    | 400                   | 400                                 |
|                     | \$3100                | \$4950                              |

Dependent Out-of-State Students-add \$1,730 additional tuition.  
 Dependent In-State Graduate Students-add \$80 additional tuition.

Dependent Out-of-State Graduate Students-add \$2,030 additional tuition.

Independent students living on campus-\$4,223 plus tuition and fees.

Independent students living off campus-\$5,436 plus tuition and fees.

Medical School students-\$6,795 plus tuition, fees, and med school supplies.





SECTION

# THREE

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**University  
Services**

## Department of Public Safety

Located in the Public Safety building at 1819 Fifth Avenue across from Twin Towers, the Public Safety Department (University Police) is a supporting service to the academic process of Marshall University. It has as its general mission a mandate to provide an environment free from the threat of physical harm, property loss or damage, and disruptive activity within the constraints of federal, state and local laws and ordinances. As the protective and law enforcement agency most directly responsible to the University community, the department provides all services on an around-the-clock basis, which includes a 24-hour emergency ambulance services operated by volunteer Paramedics, Emergency Medical Technicians, Emergency Medical Service Attendants, and University Police Officers.

University officers are granted sworn peace officer status by virtue of state law and have full law enforcement authority upon any premises owned or leased by the State of West Virginia which is under the jurisdiction of the Board of Regents. In an effort to provide the highest level of life safety and property safety services possible to the University community, all officers receive extensive basic training and continued in-service training designed specifically for campus law enforcement personnel.

M.U. Police Officers routinely patrol the campus and surrounding areas twenty-four hours a day. They can be easily recognized by their official brown uniforms and trooper-style hats. Specific protective services provided especially for students include the assignment of security personnel in all residence halls during most hours of the evening and night, a night escort service upon request to locations on and adjacent to the campus, and Project I.D., a program in which valuables are engraved at no cost and records maintained in the Public Safety Office.

Members of the University community can assist in making the campus a safe place by being alert, cautious, security-conscious, responsible, and not taking their safety for granted. Suspicious persons, dangerous or unusual situations, and all crimes or attempted crimes should always be reported immediately. Personal property should be protected by keeping residence hall rooms and vehicles locked, and by not leaving keys or valuables in cars. Personal protection for females can be increased by being on guard all the time and not walking alone at night. Victims of sexual assault or attempted sexual assault should contact the Public Safety Office immediately. A list of faculty and staff women who are personally interested in assisting victims, is on file in that office.

Remember, if you see anything suspicious, or need assistance at any time, day or night, call (696)-6406.

## Bookstore

Marshall University owns and operates the bi-level University Store located adjacent to the main floor lobby and lower level of the Memorial Student Center. The spacious panelled modern bookstore specializes in servicing the students, faculty, and staff of the university with its wide variety of merchandise.

Over 5000 academic and best-selling selections are stocked in the main floor paperback and magazine departments and more than 2000 current textbook titles can be found in the lower level of the store. Other major departments include art, drafting, school supplies, greeting cards, jewelry, cosmetics, calculators, gifts, clothing, and Marshall souvenirs.

The bookstore also provides textbooks and supplies for the students of St. Mary's School of Nursing and the Marshall Medical School.

In addition, it offers a variety of special services which include: Special orders for books and merchandise which are not stocked, used book repurchase at the end of each semester or term, photofinishing, Marshall class rings, gift wrapping, coin copier, and customer imprinted shirts for groups.

New textbooks are sold at the publishers' suggested list prices. Used textbooks are sold at 70% of the publishers' suggested list prices. The bookstore repurchases textbooks at the end of each semester. Books in good condition that will be used again the next semester will be purchased for 50% of the original selling price. If a textbook has been discontinued, the bookstore will buy it at the national wholesale value.

The bookstore is open from 8:00 a.m. until 4:30 p.m. Monday through Friday, evening hours 4:30-6:30 Monday-Thursday the first two weeks of each semester. Thereafter 4:30-6:30 each Monday evening, and Saturday 10:00 a.m.-2:00 p.m. During the summer, Monday-Friday 8:00 a.m.-4:30 p.m. Closed on university holidays.

## Office of Admissions

Since you are now a student at Marshall, you have already had some contact with the Admissions Office. The Admissions staff distributes university catalogs, maintains a file of 500 catalogs from other colleges and universities, evaluates course equivalency if you want to take a certain course at another college, evaluates veterans' physical education and military credit, and helps with correspondence courses. The Admissions Office also administers the College Level Examination Program (CLEP). The G.I.S. system of career, college and military information is accessible by computer terminal in the Admissions Office.

If you have questions about any of these special student services, call the Admissions Office at (696)-3160 or stop in to visit in 125 Old Main.

## Speech and Hearing Center

If you have speech, voice, or hearing concerns, you can get free professional help at the Speech and Hearing Center, Smith Hall 143 (696)-3640.

The Center offers professional diagnosis and treatment of communication problems without charge to full-time students and their children and for a minimal fee to others.

## Psychology Clinic

The Marshall University Psychology Clinic offers individual psychotherapy for relationship problems, depression, anxiety, phobias, child conduct and learning problems, migraine and tension headaches; assertion and social skills training; group therapy with a specific focus (i.e., smoking reduction, weight reduction, communication skills training); and psychological evaluations. The clinic is located in Harris Hall, Room 449. To arrange an appointment or to learn more about the clinic, call (696)-6446 or stop by the Psychology Department main office, Room 326, Harris Hall.



## Student Health Service

Student Health Service (SHS) care is provided by John Marshall Medical Services, Inc., an affiliate of the University's School of Medicine. The clinic is located at 1801 Sixth Avenue, one block southeast of the main campus and is open from 8:00 a.m. to 5:00 p.m., Monday through Friday, and from 9:00 a.m. to 5:00 p.m. on Saturdays. After 5:00 p.m., all students in need of health care must go to Cabell Huntington Hospital's (CHH) Immediate Care Unit, 1340 Hal Greer Boulevard. After 8:00 p.m. and on Sundays, all care at the Immediate Care Unit will be considered for validation as "Emergency Care". Student Health Service is closed on Sundays and all holidays. Student Health Service will be provided from the first day to the last day of each fall, spring, and summer class session to students who pay full student activity fees and attend classes scheduled between semesters (intersession).

All emergency visits to Cabell Huntington Hospital (CHH) must be validated as emergencies by the Student Health Service. Validation will be based on the time and reasons for the visit on the emergency room report from CHH. If the services are validated as emergency, Student Health will pay up to \$50.00\* for emergency care charges. Incurred charges above the \$50.00\* maximum are the total responsibility of the student or his/her insurance carrier. If hospitalization is a result of emergency care, the Student Health Service will pay the room fees for one night's hospitalization at CHH at double occupancy rates.

Marshall University students who present current validated activity and identification cards are eligible to use this service. Services provided include diagnosis and treatment by a physician, and licensed practitioner or physician's assistant, limited routine laboratory procedures, limited routine radiographic procedures, routine physical therapy treatments, and injections for allergies (if vaccines and dosage directions are provided by the private physician of the patient and approved by the staff physicians). New and additional services provided will be routine physical examinations on an appointment basis, care for children under the age of 12 years old of students who have paid their Student Health fee, and care for chronic illnesses. When available, emergency ambulance service is provided for any student by the Department of Public Safety. Community ambulance service, unless requested by the Department of Public Safety, is at the student's expense.

All students are seen on a walk-in, first-come, first served basis. However, appointments are necessary for family planning or contraceptive education purposes, for which you may call 526-0605. Emergencies will be seen immediately.

The SHS will pay up to the first \$44.00\* of the cost of the initial visit for any referral by a SHS provider to a medical specialist, other than initial psychiatric evaluation which will be up to \$60.00\*, of John Marshall Medical Services, Inc. or in the Huntington community. All prescriptions, treatment, and follow-up care that result from the initial specialist consultation, as well as services relating to dental evaluation or repair of or refraction for corrective lenses, will be at the expense of the student, his or her parent, or insurance carrier. Student's referral billings should be submitted to the Associates Dean of Student Affairs, Room 117, Prichard Hall for determination of payment.

## Psychological Emergencies

Students needing psychological assistance during university working hours, 8:00 a.m. to 4:30 p.m., should visit the University Counseling Services, First Floor, Prichard Hall, South Wing, or call (696)-3111. After 4:30 p.m. students will be treated at St. Mary's Hospital through referral by designated university staff persons. Students may reach the staff member on call by contacting the Department of Public Safety. The Student Health Service will pay up to \$50.00\* for the Emergency Room charges, up to \$60.00\* for the initial psychological evaluation and one night's hospitalization at double occupancy rates resulting from said emergency.

## Student Workers and International Students

Students who are working for a university department between semesters as a work study employee, student assistant, and/or graduate assistant, may receive care from the Student Health Service. A student must have his/her work validated by and receive an identification form from the Student Development Office, Prichard Hall.

All enrolled international students may receive care from the Student Health Service between semesters and during summer if they attended Marshall the previous semester. A special identification will be provided by the Associate Dean of Student Affairs in Prichard Hall.

\*Fees subject to change.

## Libraries

### James E. Morrow Library

If you have not yet seen the James E. Morrow Library, you are in for a treat. This beautiful building has 700 study stations, comfortable carpeted reading areas, adequate lights, all in air-conditioned summer comfort and electric-heated winter warmth. Reading areas are on the first and second floors. The third floor houses the West Virginia Collection, Archives, the Hoffman Library, and Rare Books.

The Library has 361,085 volumes and receives 2,169 periodical subscriptions, as well as 513,326 government publications organized by the Superintendent of Documents Classification.

In September 1966, the Library shifted from the Dewey Classification System to Library of Congress. At this point the reclassification has been completed.

The Microfilm Collection is extensive with 26,758 reels of microfilm and 196,888 pieces of microfiche and microcards which, when added together, equal 65,205 bibliographical volume equivalents.

We have recently provided on-line access to our resources by means of computer terminals which enable author, title, subject, and keyword searching. Our computer application also includes control of circulation.

Other divisions of the James E. Morrow Library are the Music Library and the Health Science Libraries. Hours are listed on page 9.

### Music Library

The Music Library is a division of the James E. Morrow Library, and is located in Room 123 of Smith Music Hall. It contains recordings, tapes, scores, music education materials, and some reference books, and is open to all students, faculty and staff of Marshall University. Hours listed on page 10.

### Health Science Libraries

The Health Science Libraries are located in the basement of the Community College building. Their extensive specialized collection includes books, periodicals and indices useful to science majors and medical and nursing students. Hours are listed on page 10.

Students are encouraged to...  
The health services department...  
is committed to providing...  
a safe and healthy environment...  
for all students.

For more information...  
please contact the health services...  
department at...  
[phone number] or...  
[email address].

Our goal is to...  
provide comprehensive...  
health care services...  
to all students...  
and to promote...  
overall well-being.

We are proud to...  
be a part of...  
the student body...  
and to support...  
their academic...  
and personal...  
growth.

Thank you for...  
your support...  
and for...  
choosing...  
our institution.

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SECTION  
**FOUR**

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**Activities**

## Come on, Commuters

Let's face it, some commuting students find it difficult to feel a part of Marshall University. However, in recent years, our commuting students at Marshall have become very significant in numbers and importance to the entire University community. As a result, we have increased services and facilities for commuters, but like every student at Marshall, you must make the decision yourself about how involved you will be during your undergraduate experience.

Joining student organizations is an excellent way to become a part of Marshall's campus life. If you enjoy programming entertainment, you can join the Special Events Committee of Student Activities, which presents entertainers during the day at the times most convenient for commuters. All activities are open to you — so watch for intramural information, Coffee House entertainment, specials and evening programs.

Student Government provides an Office of Off-Campus Housing and Commuter Affairs specifically to assist you. Services provided are:

- Apartment Referral
- Roommate Referral and Basic Roommate Contracts
- Off-Campus Parking and Carpool Listings
- Helpful hints in Renting (i.e. Inventory Checklist, Intent to Vacate Form, Lease Alteration Form)
- Seminar Programs
- Off-Campus Handbook

In addition, Student Life provides lawyer to assist students with consumer needs, contracts, or other legal concerns.

Facilities available include lockers, a commuter lounge, vending machines, and dining facilities in the Memorial Student Center. You may also purchase meals in the residence hall cafeterias.

Commuter concerns are a high priority for us in the coming year; our goal is to meet your needs more fully and provide additional services. If you have any questions, need information, or have suggestions, please contact the Student Life Office (696)-6420 or the Office of Off-Campus Housing and Commuter Affairs (696)-6435.

## Memorial Student Center

Built as a memorial to the victims of the 1970 airplane crash, the Center serves as the focal point for many campus activities, recreation, meetings and dining. Housed within the modern two-story facility are a cafeteria, a coffee house, a bookstore, an arcade, a sweet shop, bowling lanes, game-rooms, study areas, television viewing areas, meeting rooms, an information center and the Don Morris Room. Also included in the Center are the offices of Student Life, Alumni Affairs, Student Activities, Marshall Artist Series, Minority Affairs, Student Government, Attorney for Students and Director of Auxiliary Services.

Student groups desiring to reserve a table in the lobby of the Center must complete the necessary forms in the Student Life Office (2W31). Groups wishing to reserve space for meetings, programs or special events need to make arrangements in the Office of Auxiliary Services (2W06).

Other services housed in the Memorial Student Center include:

**Lost and Found** — Hundreds of missing items turn up at the campus Lost and Found located at the Student Information Desk in the lobby, (696)-2365.

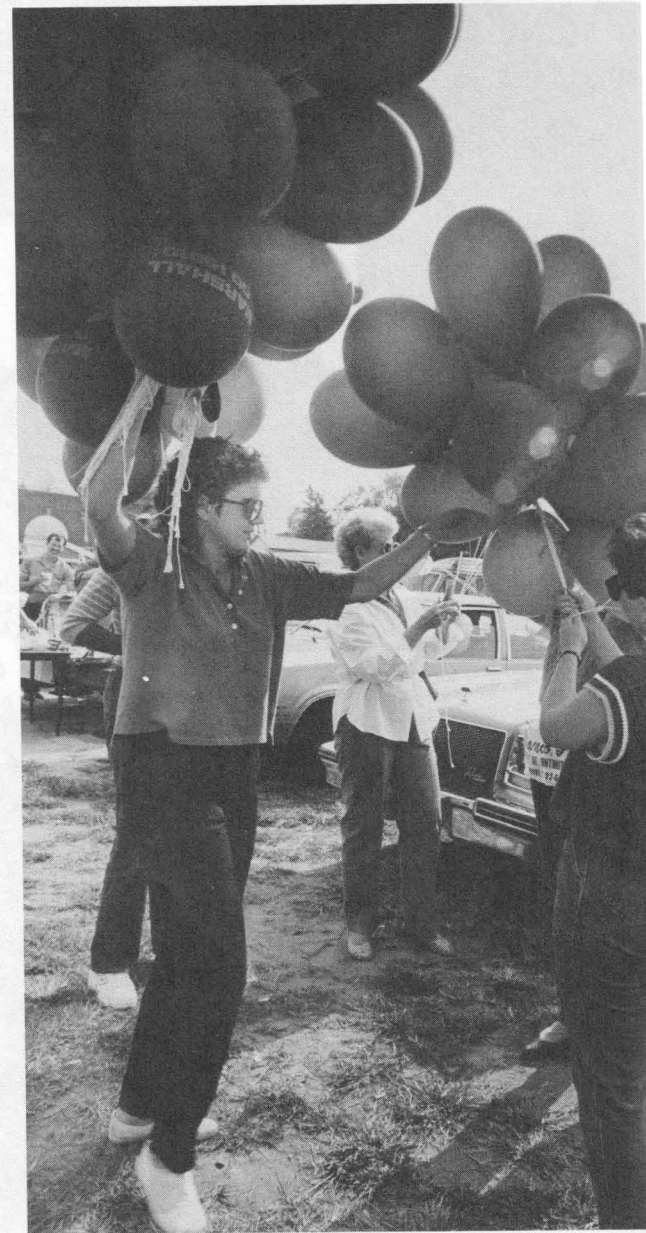
**Dry Cleaning Service** — The Memorial Student Center, in conjunction with White Way Cleaners, also offers dry cleaning services at the Student Information.

## Activity Card

If you are enrolled for seven (7) or more credit hours, you pay both an institutional activity fee (\$63.50) and an athletic fee (\$36.00). The activity card you receive entitles you to

- admission to all MU athletic events
- admission to Marshall Artists Series programs
- admission to convocations, forums, and University Theatre productions
- Health Service care (for specific health services see page 41)
- a copy of the Marshall University yearbook, the **Chief Justice**
- a copy of the Marshall University student newspaper, **The Parthenon**.

A special fee of \$44.35 may be paid for the spouse of a full time student to cover attendance at athletic events, convocations, forums, and the Marshall Artists series programs.





## Campus Christian Center

### A Ministry for the Campus and the Community

The Campus Christian Center offers ministry to members of the campus and the community through a wide range of programs. The ecumenical staff of the Center responds to various spiritual, personal and vocational needs and helps humanize life on the large campus.

Programs designed and administered by both staff and students include:

#### **Bible Study and Prayer**

Personal commitment and growth through Bible study seminars, prayer groups and retreats.

#### **Personal Growth Groups**

Small groups of 8-12 students whose specific purpose is to share their faith, needs and personal problem-solving.

#### **Faculty Ministry**

The special needs of faculty and administration are met through luncheons, seminars, consultations, and classroom participation. Several faculty members serve as members of the Campus Christian Center Board of Directors.

#### **Forum**

The center involves university, community, and church in dialogue about significant sociotheological issues. Recent forums have explored the implications of faith for political action and have tackled selected issues in medicine and ethics.

#### **Lectures and Concerts**

The Center sponsors occasional visiting lecturers, noted theologians, and musical and drama groups.

#### **Other Programs**

Offered as campus ministry responds to new needs, issues and concerns at Marshall

#### **Music**

Denominational and ecumenical choral groups.

#### **The Campus Christian Center**

An ecumenical ministry supported and sponsored by the West Virginia Baptist, Southern Baptist, Christian Science, Disciples of Christ, Episcopal, Lutheran, United Methodist, Presbyterian, Roman Catholic, and United Church of Christ denominations.

#### **Meeting Rooms**

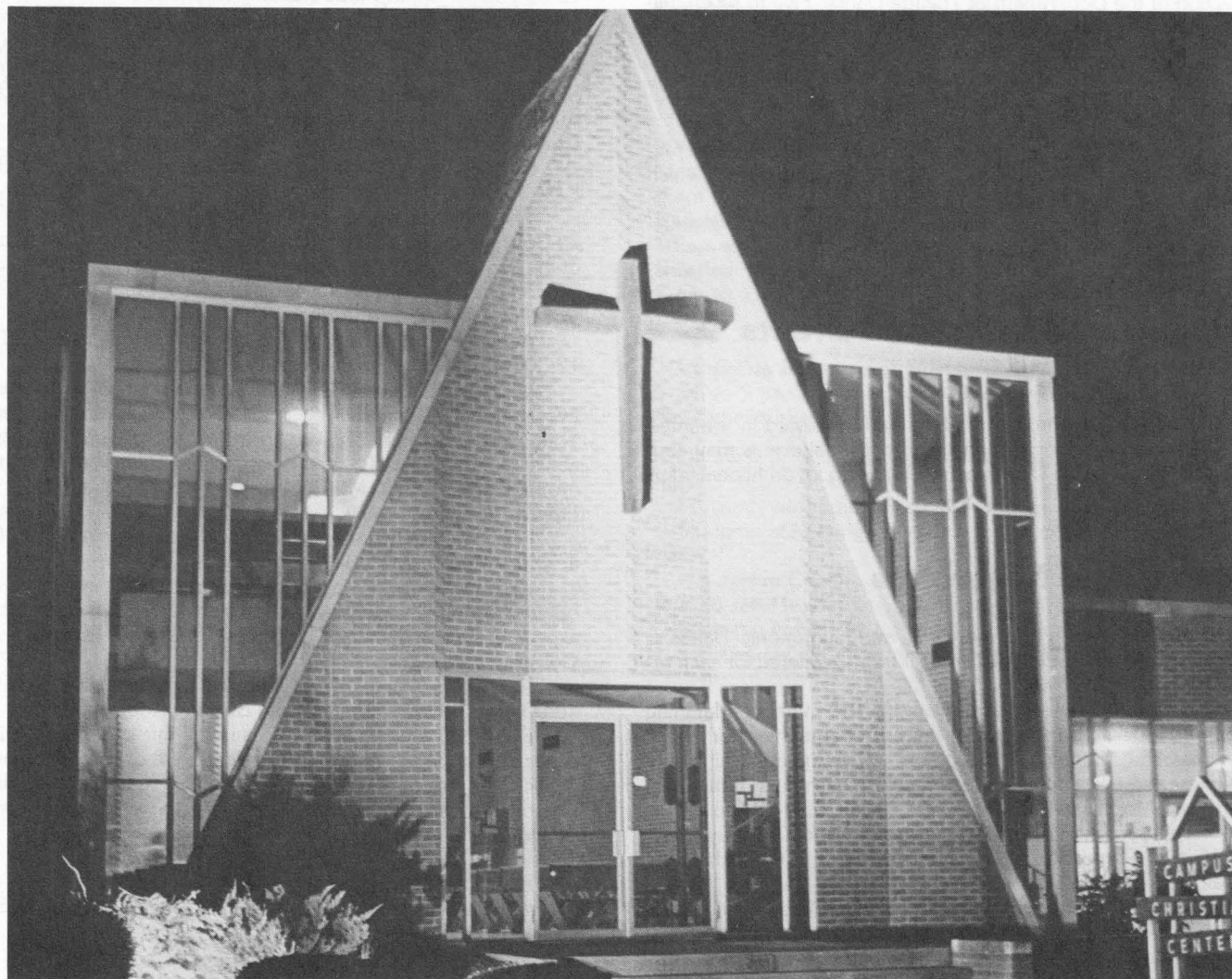
The Center has a number of meeting rooms available at minimal fee to off/on campus groups for any purpose which is consistent with MUCCC basic philosophy.

#### **Chapel**

Worship — Formal and informal campus worship experiences relating the Christian faith to today's needs. Also available for weddings.

#### **Volunteers in Community Service (VICS)**

For those who wish to be involved in personal ministries in the community VICS provides opportunities such as hospital and nursing home visitation or working in recreational programs, big brother projects, and crisis intervention services.



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# Cultural Activities

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## Marshall Artists Series

The Marshall Artists Series provides for the educational and cultural enrichment of the University and the surrounding area by presenting artists and companies of national and international reputation in the fields of music, dance and drama. Lecture-films and speakers are also included in the four divisions of activity: Baxter Series, Mount Series, Forum Series, and Summer Series.

Programs are selected for their universality and their likelihood of increasing knowledge, understanding, and intellectual and aesthetic curiosity. Supplementing the public events are many workshops, seminars, and master classes.

Students with valid activity cards may attend all programs at no charge, since these activities are funded in part by the Student Activity-Services Fee. Students serve on the Artists Series Advisory Boards. Applications are available each semester.

Information about programs may be obtained at the Information Desk in the Memorial Student Center. Applications for participation as advisory board members are available in the Marshall Artists Series Office, MSC 1W23, (696)-6656.

## University Theatre

University Theatre, an all-university activity, is under the direction of the Department of Theatre/Dance. Five to seven full-length plays are given each year. In addition, several studio performances are staged annually.

Major productions are presented in Old Main Auditorium. Smaller productions are staged in Smith Hall Auditorium.

Tickets are free with student activity card.

Annually the Theatre/Dance and Music Departments present a large musical comedy in Old Main Auditorium for which there is a charge for tickets.

For more information about University Theatre productions or the musical comedy, call (696)-6442.

## Debate and Individual Events Teams

Any student enrolled full-time and interested in the intercollegiate competition in debate or individual events may contact Dr. Gross or Dr. Denman at (696)-6786 for additional information.

## Bands and Majorettes

Membership in the Marching and Symphonic Bands is open to all students. Credit (one per term) is offered for each organization.

No audition is necessary for the 180-member Marching Band. No fees are charged for the use of equipment or instruments. The Marching Band makes appearances at all home games, and takes one expenses-paid trip each year. Rehearsals are held Monday, Wednesday, and Friday, 3:30-5:00 p.m.

The Symphonic Band meets Tuesday and Thursday, 2:00-3:15 p.m. Permission of the director, Room 146 Smith Music Hall, is necessary for participation.

Members of the Majorette Corps, Flag Corps, Twirlers and the Drum Major are chosen during the Spring Semester. The group performs with the band at all marching appearances during football season.

## Music Department Concerts

The Department of Music presents numerous concerts and recitals in Smith Recital Hall each year. Besides performances by individual faculty members and students, concerts are given by the following groups: Marshall University Symphony Orchestra, Symphonic Choir, Opera Workshop A Cappella Choir, Symphonic Wind Ensemble, Symphonic Band, Woodwind Ensemble, Percussion, Choral Union and University Jazz Singers. Students are welcome to attend without admission charge.

Membership in most of these groups is open to all students. For further information, contact the Department of Music located in Smith Music Hall, or call the Music Department Office at (696)-3113.

## Choral Ensembles at Marshall University

Marshall University has a highly active program of choral ensembles which are available to all students. All ensembles can be taken for one credit hour and may be repeated for credit.

### Choral Union:

No audition required. Rehearsals: Monday evenings 7:30-9:30 p.m. in Smith Music Building Room 150.

The Marshall Choral Union is made up of University students, faculty, and townspeople and performs a major work of choral literature with orchestra each semester. Past performances have included Handel *Messiah*, Bach *St. Matthew Passion*, and Beethoven *Symphony #9*. Conducted by Dr. Line.

### University Chorus (formerly A cappella Choir):

No audition required. Rehearsals: M,W,F 12:00 noon to 12:50 p.m. in Smith Music Building Room 150.

University Chorus is open to ALL University students regardless of academic major. The Chorus performs on campus twice yearly and occasionally tours West Virginia and the Tri-State Area. The ensemble performs a wide variety of musical styles in their concert programs. Conducted by Dr. Line.

### Chamber Choir (formerly Symphonic Choir):

Audition required with the director. Rehearsals: M,W,F, 2:00-3:20 p.m.

The Marshall University Chamber Choir consists of from 24-36 singers who perform the great chamber choral literature of the past five centuries. An annual tour is a feature of this advanced choral ensemble. Conducted by Dr. Line.

### Vocal Jazz Ensemble (formerly University Singers):

Audition required with the director. Rehearsals: T,Th 12:30-1:45 p.m. in Smith Music Building Room 107.

Vocal Jazz Ensemble is a small select ensemble which is active in tours throughout the Tri-State and surrounding area. They frequently perform with instrumental background. The ability to dance as well as sing is essential for membership in this group. Conducted by Mr. Dobreff.

### Opera Workshop:

Permission of Instructor required. Rehearsals: M,W,F 3:30-4:50 p.m. in Smith Music Building Room 150.

Opera Workshop is open to advanced singers interested in opera repertoire and to other students interested in the technical aspects of staging opera and operettas. Directed by Prof. Eikum.

### Collegium Musicum:

Permission of Instructor required. Rehearsals: M,W,F, 10:00-10:50 a.m. in Smith Music Building Room 150.

Collegium Musicum specializes in the music of the Renaissance and in other music from the repertoire of vocal chamber music. The group includes performances of music for recorder consort and harpsichord as well as a cappella works. Conducted by Dr. DeVos.

For more information, contact Dr. Joseph Line, Director of Cultural Activities, Room 157 Smith Music Building or call (696)-2317.



# Intramural/ Recreation Services

Intramural activities at Marshall University are an integral part of student life which gives eligible participants an opportunity to engage in a wholesome recreational experience. The program is designed to be competitive for the benefit of students who do not compete on an intercollegiate basis.

The Intramural Sports Program at Marshall is a College of Education program which is operated through the Department of Health, Physical Education and Recreation. The Intramural Department of Marshall University encourages all students to enjoy the sports participation available through intramurals.

Approximately 80 percent of the total student body of Marshall compete in recreational and intramural activities. At present the intramural program includes the following:

## Intramural Activities

### Fall

Managers Meeting  
Tug-of-War (M,W)  
Softball (M,W)  
Tennis Singles (M,W)  
Beach Volleyball (M,W)  
Volleyball (M,W)  
Badminton Singles (M,W)  
Field Goal Kicking (M)  
Innertube Water Polo (M)  
Cross Country (M,W)  
Basketball (M,W)  
Backgammon (M,W)  
Darts (M,W)  
Pickleball (M,W)

### Spring

Managers Meeting  
Basketball Freethrow (M,W)  
Racquetball Singles (M,W)  
Swimming (M,W)  
8 Ball Pool (M,W)  
Indoor Soccer (M)  
Indoor Track (M,W)  
Tennis Doubles (W)  
Wrestling (M)  
Horseshoes (M,W)  
Raquetball Doubles (M,W)  
Track and Field (M,W)  
16" Softball (M,W)

## Co-Recreational

These activities are for both men and women and certain ones\* have been assigned point values which go towards the President Cup totals.

### Fall

Team Tennis\*  
Innertube Water Polo\*  
2 on 2 Basketball\*  
Turkey Run  
Darts  
Pickleball

### Spring

Racquetball Doubles  
Badminton Doubles\*  
Volleyball\*  
Pickleball\*  
4 on 4 Volleyball\*  
Wiffleball\*  
Softball\*  
Beach Volleyball\*  
Indoor Soccer  
16" Softball

## Facility Hours

### \*\*Pools

**Henderson Center**  
**Monday thru Thursday**  
6 pm to 9:30 pm  
**Saturday**  
11 am to 4 pm  
**Sunday**  
1 pm to 5 pm

### **Gullickson Hall** **Monday thru Friday**

6:30 am to 9 am  
12 pm to 2 pm  
3 pm to 5 pm  
Any changes in the above schedule will be posted at the pool entrance.

### \*\*Racquetball Courts

**Monday thru Thursday**  
8 am to 10 pm  
**Friday**  
8 am to 7 pm  
**Saturday**  
12 pm to 6 pm  
**Sunday**  
1 pm to 7 pm

### \*\*Steamroom (Co-Ed)

**Monday thru Thursday**  
7:30 am to 9:30 pm  
**Friday**  
7:30 am to 6:30 pm  
**Saturday**  
10 am to 5:30 pm  
**Sunday**  
1 pm to 6:30 pm

### \*\*Tennis Courts

**Monday thru Friday**  
6 pm to 9 pm (Third Ave.)  
8 am to 9 pm (Fifth Ave.)  
**Saturday**  
10 am to 6 pm  
**Sunday**  
1 pm to 7 pm

**\*\*Camping Equipment** must be checked out Thursday from 6 pm to 9 pm and checked in Tuesday from 2 pm to 5 pm.  
**No Exceptions**

I.D. cards or facility and staff guest passes are required for admission to the above areas.

I.D. cards are required to check out equipment. Students may bring one guest to the pools—no guest pass needed.

Henderson Center and Gullickson Hall are open from 8 am to 4:30 pm Monday through Friday during student holidays.

Pools and Equipment Room are closed during student holidays. Facilities are closed during home football day games.

### \*\*Indoor Track

(Henderson Arena)  
Available only when seats are in storage.  
**Monday thru Friday**  
11:30 am to 1:30 pm

### \*\*Nautilus and University Weights

**Monday thru Thursday**  
8 am to 10 pm  
**Friday**  
8 am to 7 pm  
**Saturday**  
10 am to 6 pm  
**Sunday**  
1 pm to 7 pm

When closed for classes, the times will be posted in the Weightroom.

### \*\*Free Weights

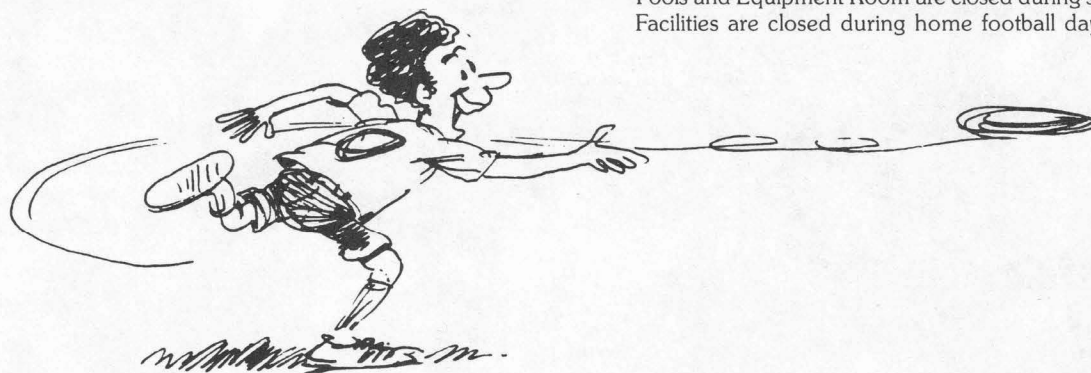
The schedule will be posted in the Weightroom.

### \*\*Intramural Office

—HC 2018  
Phone 696-6477  
**Monday thru Thursday**  
8 am to 10 pm  
**Friday**  
8 am to 7 pm  
**Saturday**  
10 am to 6 pm  
**Sunday**  
1 pm to 7 pm

### \*\*Intramural Equipment Room—GH Basement

**Monday thru Friday**  
12 pm to 5 pm  
**Saturday**  
12 pm to 3 pm  
**Sunday**  
1 pm to 4 pm



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# Intercollegiate Athletics

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A single Department of Intercollegiate Athletics at Marshall University serves the needs of both men and women. Programs and facilities are growing in terms of quality as well as quantity with larger numbers of capable student/athletes receiving opportunities to compete.

Exciting things are happening throughout Marshall's athletic program. Some of the more noteworthy items include:

1. The Henderson Center, the multi-purpose facility, used by physical education, intramurals, recreation and intercollegiate athletics. The facility includes a main arena for basketball with seating for 10,318 and an eight lane natatorium with a moveable bulkhead to provide facilities for a diving pool as well as metric and yard races with a seating capacity for 800. Offices for the athletic department as well as training rooms, and coaches offices are located in the facility. Teaching stations and offices for the Department of Health, Physical Education, and Recreation, with special facilities for women's sports, are also provided.

2. Marshall's athletic teams are fully competitive in the Southern Conference. Swimming, baseball, basketball, cross country, indoor track, football, outdoor track, golf and soccer teams all compete as part of MU's commitment to the NCAA's Division I athletic program structure.

3. The growth of the women's program has been one of the marked accomplishments of the student-athletes and coaches, not only in terms of quantity but in quality. Marshall now boasts six women's teams: volleyball, basketball, tennis, cross country, indoor and outdoor track.

4. Fairfield stadium, the home of Marshall football for more than 50 years, includes a synthetic playing surface and a seating capacity of 17,312.

5. The Marshall University track was resurfaced in the spring of 1983 and is the finest track facility in the tri-state area. The track facility seats 3,000 and is equipped with "Accutrack," the most recent development in automatic timing. Located next to the Henderson Center and Twin Towers, the track has an electronic scoreboard and a public address system, and is equipped with a steeple-chase pit and a "discus and hammer" safety edge.

6. The Marshall golf team has three outstanding courses in the Huntington area to call home: The Guyan Golf and Country Club, the Spring Valley Country Club and the Esquire Country Club. Other courses also furnish facilities when needed for special events.

7. The Marshall cheerleading squad, sponsored by the Department of Intercollegiate Athletics, stimulate enthusiasm and instills excitement during all games. Tryouts for the varsity squad are held each year in late spring. Freshmen with experience on the high school level are welcomed to try out for the junior varsity squad. Freshmen tryouts are held in early fall. Information about cheerleader tryouts is posted on campus and publicized in the Parthenon.





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# Broadcasting

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## WMUL Radio Station

All students are invited to participate in the Marshall University radio station, WMUL-FM. An audition may be required for on-air work. WMUL broadcasts on 88.1 Mhz on the FM band, seven days a week during regular semesters, and on a limited summer schedule.

An award-winning member of the Associated Press Wire Service and the Intercollegiate Broadcast System, WMUL broadcasts a wide variety of programming for students and other listeners in Huntington, including contemporary jazz, album rock, new wave, contemporary Christian, and urban contemporary, as well as a specialty show of "oldies rock 'n' roll." WMUL provides two major newscasts during weekdays and local news-briefs throughout the day. WMUL is affiliated with the ABC-FM network. WMUL broadcasts many Marshall sports events, including football, basketball, and soccer.

For more information, contact the offices of WMUL, located on the second floor of the Communications Building, or call (696)-6640. WMUL operates under the direction of the university Speech Department.

## WPBY-TV

WPBY-TV, Channel 33, operating through the West Virginia Educational Broadcasting Authority, provides non-commercial public television programming to the Huntington/Charleston area. The station is based on the Marshall University campus in Huntington with an additional production facility located in Nitro. Students are employed by the station for part-time help in all phases of television production. WPBY features coverage of MU sports events, the MU Jazz Festival, cultural programs and MU Report, produced in cooperation with the Journalism Department. Channel 33's schedule also includes programs concerning area issues and coverage of the West Virginia Legislature. "STATEWIDE," the weekly public affairs program broadcast by West Virginia's three public television stations via the microwave interconnect, originates from WPBY's studios. Limited workstudy opportunities and part-time employment are available. In-school and college credit courses are part of the 126 hour-per-week schedule of Channel 33.

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# Publishing

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## Chief Justice

The university's yearbook presents a pictorial review of each year's highlights and includes all phases of the university community. Any student may apply for a position on the staff. Each full-time student who attends Marshall the first and second semester is entitled to a copy of the **Chief Justice** at no cost, as long as copies are available, with seniors given priority. Distribution is in the spring.

## Et Cetera

The campus literary magazine contains poetry, short stories, essays and art. Humor is welcomed. Any student may contribute. Material to be published is selected by the student staff for each year's edition. Contact the English Department for further information. Phone 6600.

## MsQuotes

**MsQuotes** magazine is published four times during the academic year by the Women's Center. It offers articles on politics, health, and other issues of special interest and concern to women, plus book reviews, poetry, a women's calendar, and a section containing information briefs. If you are interested in being a contributor, contact the Women's Center, (696)-3112.

## The Parthenon

The student newspaper, written and edited entirely by students, is published four times per week (Tuesday through Friday) during the fall and spring semesters, and once weekly during summer terms. Financed through advertising and student activity fees, **The Parthenon** is distributed free on campus to students, faculty and staff. Although much of the writing and editing is done by students in journalism classes, non-journalism majors are invited to apply for staff positions.

## Student Handbook

The Student Handbook is published by the Division of Student Affairs. It is designed for all students, but especially for new students, to help familiarize them with the campus and the university community. Distribution is through the Office of the Vice President/Dean of Student Affairs, Old Main 116.





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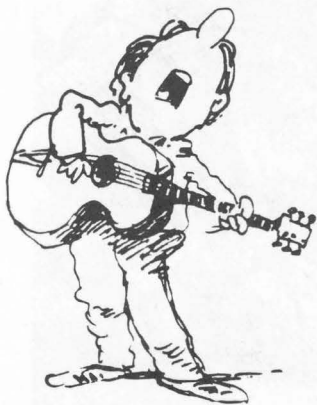
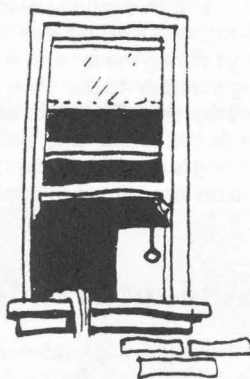
# Student Organizations

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## Non-Discrimination in Membership

"Every student organization recognized by Marshall University is expected to be free to select its membership upon the basis of individual merit without regard to race, sex, religion, age, sexual orientation or national origin. This stipulation also extends to those qualified individuals who may have a psychological or physical handicap. This policy applies to all student organizations specifically exempted by virtue of Sec. 804 (b) of the Higher Education Act of 1965. Signature of the president and advisor on the lines indicated verifies receipt and comprehension of the above statement. Marshall University reserves the right to consider withdrawal of recognition to any organization found, in due process, to be in violation of said policy."



## Dear Student

For many of you, college is a new experience. Whether this is the first opportunity to live away from home or the first step towards a career change, it is time to develop or enhance your personal and social goal. At Marshall, we believe a totally educated person is one whose experience and knowledge are expanded through involvement in worthwhile activities and projects in addition to the classroom experience.

To assist you, Marshall University encourages the formation of a variety of organizations in which you may pursue your specific interests. Currently, over one hundred functional student organizations or clubs have been officially recognized by the University. You are welcomed and encouraged to join and participate in the ones that most appeal to you.

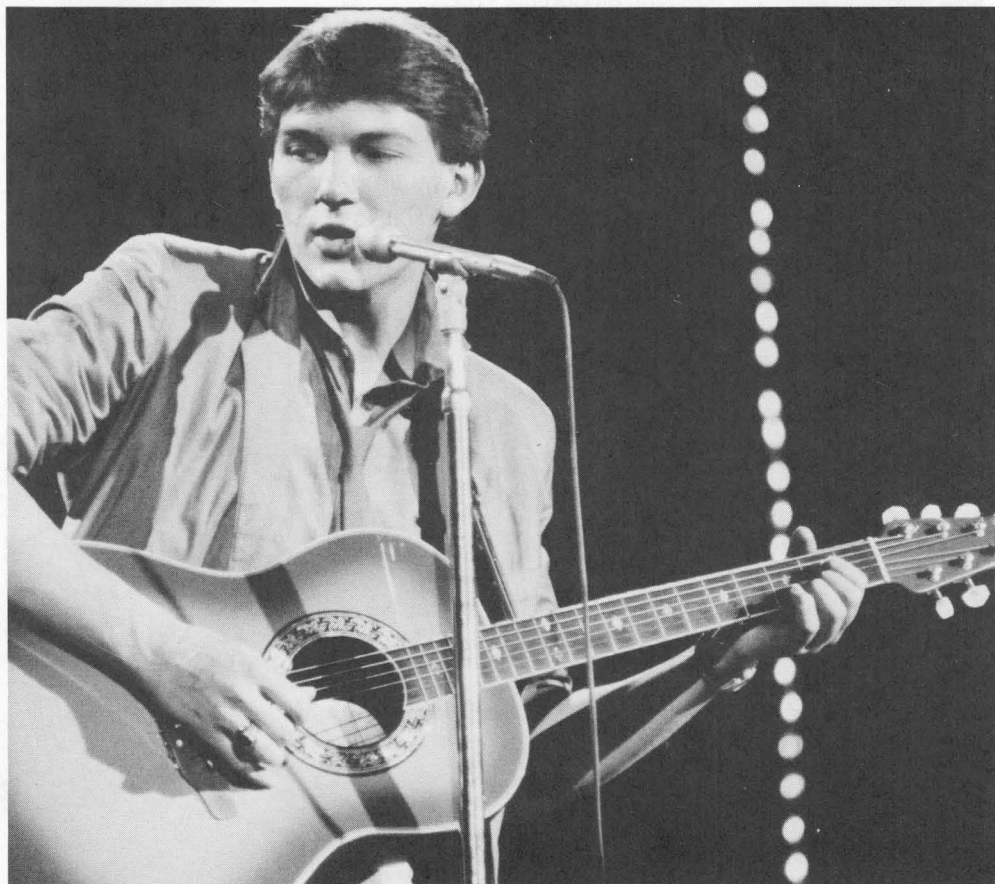
Marshall University provides almost any kind of co-curricular and extra-curricular activity for you. A wide variety of clubs, associations, and groups are available to help you spice up your life and learn more about this world we live in.

There's something for everyone, whether your interests are in Social, Religious, Interest, Professional, Departmental, or Honorary activities.

If you wish to begin a new group, or require information about existing ones, please contact the Office of Student Activities and Organizations, located in Room 2W38, second floor of the Memorial Student Center. We provide assistance and will attempt to answer all your questions. Your participation will provide you with "hands-on" experience in leadership, communication, administration and general human relations skills. Please feel free to stop by any time or call us at (696)-6770.

Student organizations offer you the opportunity for personal development and discovery through participation. We encourage you to browse through this section and see if one of the organizations interest you, we suggest that you contact the Advisor for further details.

We hope your involvement will be an enjoyable and rewarding part of your college experience.



## Departmental

Currently there are 7 recognized departmental student organizations. These organizations are designed to provide students with an extracurricular opportunity to increase knowledge about their chosen major, or to develop skills related to the area.

Membership is generally limited to majors in the specific department sponsoring the group.

### ANTHROPOLOGY/ARCHAEOLOGY CLUB

#### Purpose:

This organization is an interest club which collects, organizes, and distributes information pertinent to the proliferation of anthropology. It strives to instruct and educate its members in the anthropological discipline, aiding and supporting members seeking academic or economic goals in the fields of anthropology.

#### Events and Programs:

During the upcoming year, the Marshall Anthropology/Archaeology Club has plans for various fund-raising activities. The proceeds will be used to sponsor trips to places related to the fields of interest, such as the Serpent Mound at Chillicothe, Ohio and Sunrise Museums in Charleston. The club also plans to play a role in the selection of anthropology courses to be offered in 1984-85 academic year.

#### Requirements for Membership:

Limited to students, faculty and staff currently enrolled or employed at Marshall University.

#### Advisor:

Dr. Karen L. Simpkins. Office Phone: (696)-6700. Office: Smith Hall 756.

### ARMY ROTC CADET BATTALION

#### Purpose:

The cadet battalion is utilized as a means of developing leadership and management skills for students enrolled in the military science curriculum. The skills may later be used while serving as a lieutenant in the active Army, National Guard or Army Reserve Units.

#### Events and Programs:

Military skills and leadership training activities are offered throughout the year. Included are overnight field exercises, drownproofing, rappelling, weapons, skiing, orienteering, and social activities such as the annual Awards Banquet, Military Ball and Organization Day. The Thundering Herd Color Guard is used as a vehicle to present advanced drill and ceremonies instruction to cadets and to promote teamwork and citizenship among cadets, students, and local organizations.

#### Requirements for Membership:

Any Marshall University student enrolled in the Military Science curriculum may participate.

#### Advisor:

Lt. Col. Harry B. Beam, Military Science, GH 217, 6450.

### CLASSICAL ASSOCIATION

#### Purpose:

The organization seeks to provide students with an opportunity to learn more about the various areas of Classical study in an informal setting.

#### Events and Programs:

In December the club aids in the celebration of the Roman Saturnalia.

#### Requirements and Membership:

Any Marshall University student with an interest in Classical Studies may join.

#### Advisor:

Dr. Charles Lloyd, Classical Studies, HH 408, 3166.

### FUTURE SECRETARIES ASSOCIATION

#### Purpose:

The Future Secretaries Association promotes interest in the secretarial field and encourages continuing education through the members' association with individuals in the secretarial field.

#### Events and Programs:

To be announced.

#### Requirements for Membership:

Open to any Marshall student.

#### Advisor:

Mrs. Sue Conley, CH 426, (969)-5431.

### HOME ECONOMICS CLUB

#### Purpose:

The Home Economics Club is an organization for Home Economics majors or minors which sponsors various social and service activities throughout the year.

#### Events and Programs:

To be announced.

#### Requirements for Membership:

Marshall University students with a Home Economics major or minor are eligible for membership.

#### Advisor:

Carole A. Vickers, CH 204, 2386.

### MARSHALL UNIVERSITY BIOLOGICAL SOCIETY

#### Purpose:

The M.U. Biological Society promotes interest in the biological sciences within the Marshall University community.

#### Events and Programs:

To be announced.

#### Requirements for Membership:

Open to all persons at Marshall University interested in the area of botany.

#### Advisor:

H. L. Mills, JH B-5, (696)-2346.

### MARSHALL UNIVERSITY SOCIETY OF ENGLISH (MUSE)

#### Purpose:

The Marshall University Society of English promotes interest in English and related fields in the university community.

#### Events and Programs:

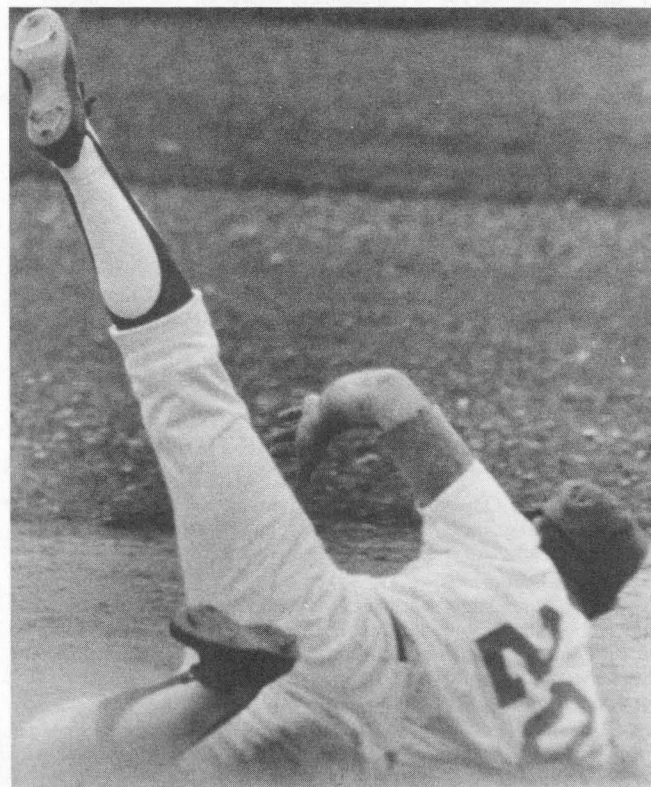
The society sponsors lectures and picnics.

#### Requirements for Membership:

All students, faculty, and staff members are eligible for membership.

#### Advisor:

Dr. Joan Gililand, 445 CH, (696)-2440.



## Honories

There are 22 honor organizations on the Marshall University campus. These organizations exist to foster scholastic excellence in the various disciplines they represent. The organizations also exist to allow the communication of ideas and interaction of people who share a common interest in an academic area.

### ALPHA EPSILON DELTA

Professional Honorary for the Health Sciences (Medicine, Veterinary Medicine, Dentistry, Pharmacy, and others)

#### Purpose:

To recognize and promote scholarship for the students who have attained high levels of performance in undergraduate studies leading to professional programs in the Health Sciences.

#### Events and Programs:

To be announced.

#### Requirements for Membership:

To be eligible, a student must have three work semesters with emphasis on preprofessional training in the Health Sciences; a 3.0 grade point average in science; and a 3.0 GPA overall.

#### Advisor:

Dr. Mary Etta Hight, Biological Sciences, B-5 JH, (696)-6692.

### ALPHA KAPPA DELTA

#### Purpose:

Alpha Kappa Delta recognizes outstanding students in sociology and works to further sociology as a science.

#### Events and Programs:

To be announced.

#### Requirements for Membership:

To be eligible for membership, candidates must have at least a general scholastic average of 3.0 and must be a graduate student or a student majoring in sociology.

#### Advisor:

Dr. Ken Ambrose, SH 750, (696)-6700.

### ALPHA PHI SIGMA

#### Purpose:

Alpha Phi Sigma is the national honor society which recognizes superior scholastic achievement of undergraduate and graduate students in Criminal Justice. Alpha Phi Sigma is associated with the Association of College Honor Societies.

#### Events and Programs:

Alpha Phi Sigma supports academic pursuits by sponsoring speakers who are prominent in the field.

Alpha Phi Sigma sponsors the Criminal Justice Society for Criminal Justice students interested in the affiliation with the honor society.

Members engage in fund raising annually to defray personal expenses needed to attend the national conference held in conjunction with the Academy of Criminal Justice Sciences.

#### Requirements for Membership:

Undergraduates must have completed twelve (12) hours of Criminal Justice with a 3.0 cumulative GPA and a 3.2 in Criminal Justice courses. Graduate students must maintain a 3.4 average.

#### Advisor:

Vicky Dorworth, Department of Criminal Justice, HH 212, (696)-3196.

### ALPHA PSI OMEGA: THEATRE HONORARY

#### Purpose:

Alpha Psi Omega is a national dramatic honorary fraternity for both men and women who are elected to membership. Alpha Psi Omega exists to encourage excellence in all areas of theatre.

#### Events and Programs:

The organization's activities vary from year to year, depending upon the initiative of the group. In the past, the group has supported theatre on the campus by sponsoring receptions after plays, ushering, workshops and theatre production.

#### Requirements for Membership:

Any interested Marshall University student who has participated in several theatre productions may be eligible for pledging. Memberships may be attained by continued achievements in theatre.

#### Advisor:

Dr. Maureen Milicia, Theatre, OMB 23, 6442.



### DELTA-RHO DELTA-THETA

#### Purpose:

To encourage scholarship among all engineering students and to give recognition to those who are outstanding.

#### Events and Programs:

Will be announced.

#### Requirements for Membership:

##### Regular Members:

1. Successful completion of Engineering Mechanics-Statics.
2. Minimum of forty (40) semester hours of college credit toward an engineering degree.
3. Grade point average of 3.0 or better and a majority vote of the active members.

##### Honorary Members:

Prominent engineers and engineering alumni may be elected by unanimous vote of active members.

#### Advisor:

Thomas W. Olson, Engineering, N 103, (696)-6660.

### ETA SIGMA PHI

#### Purpose:

Eta Sigma Phi encourages the study of the ancient classics and honors those students who have shown excellence in Latin or Greek.

#### Events and Programs:

Eta Sigma Phi sponsors the annual celebration of the ancient Roman Saturnalia in December and in the fall or spring contributes to the Marshall Workshop in Latin for area high school students. As a national honorary, Eta Sigma Phi sends a delegation to the annual convention and carries out the national program locally. For up to five years after graduation, members are eligible for scholarships to study Greece and Rome.

#### Requirements for Membership:

Membership is limited to those students who have shown evidence of competent work in Latin or Greek with a 3.0 overall G.P.A. A \$15 initiation fee is levied.

#### Advisor:

Dr. Charles Lloyd, HH 408, 3166.

### GAMMA BETA PHI

#### Purpose:

The Gamma Beta Phi Society is an honor and service organization for students in colleges and universities in the United States. The motto of Gamma Beta Phi is "Progressus per Eruditionem," and its watchwords are "Scholarship," "Service," and "Character." The primary purposes of the GAMMA BETA PHI SOCIETY are to encourage scholastic effort and reward academic merit, to stand for and promote worthy character and high ideals, and to foster, disseminate and improve education through appropriate service projects.

#### Requirements for Membership:

Student must be enrolled in classes leading to an Associate Degree or Bachelor's Degree. Undergraduates must have completed at least 12 hours of credit work and have a school ranking within the top 20 percent of his/her class. Graduate students must have completed at least 12 hours of graduate work and must have a scholastic ranking within the top 5 percent of his/her class. A member must retain a ranking within his/her class of no less than the top 20 percent. Service points must be accumulated with the specifics established in the local Constitution.

#### Advisors:

Dr. Sallie Plymale, (696)-3630; Mary-Ann Thomas, Associate Dean of Student Affairs, MSC 2W31 (696)-6420.



## OMICRON DELTA EPSILON

### Purpose:

Omicron Delta Epsilon exists to heighten awareness and understanding of current and traditional themes in the field of Economics. Furthermore, it recognizes students who have demonstrated superior motivation and scholarship in Economics.

### Events and Programs:

To be announced.

### Requirements for Membership:

Any Marshall University student who has completed 12 hours of Economics (3.0 overall and 3.0 in economics) and who is interested in Economics may apply for membership.

### Advisor:

Nicholas Kontos, CH 253, 6498.

## OMICRON DELTA KAPPA

### Purpose:

Omicron Delta Kappa, established at Marshall in 1947, is a national leadership honorary. It places emphasis upon the development of the whole person and recognizes students with exemplary character who excel in scholarship, and receive special distinction in one or more of the following areas: athletics, social, service, religious activities, campus government, journalism, speech, the mass media and/or creative and performing arts.

### Events and Programs:

To be announced.

### Requirements for Membership:

The local Circle taps candidates each year. To be eligible, a Marshall University student must have at least a semester of residence at Marshall, at least junior standing with a minimum 3.15 grade point average (Or 3.0 GPA if the student is a senior), and exemplary character. The student must also have excelled in one or more of the areas listed.

### Advisor:

John Morton, OM 122, (696)-3162.

## PHI ALPHA THETA

### Purpose:

Phi Alpha Theta provides the opportunity for members to interact with other historians, both socially and intellectually, while supporting the serious and continued study of history.

### Events and Programs:

During the academic year, the organization holds two formal initiations and one large banquet. At the latter, the Department of History honors former Chairman, Dr. Charles Hill Moffat, by sponsoring a nationally known historian as guest lecturer for the Dr. Charles Hill Moffat Lectureship. Moreover, each year Phi Alpha Theta awards the Dr. Herschel Heath Scholarship Award to a superior student in History and the Dr. Herman Weill Essay Award to a graduate and undergraduate student for the best essays written on a designated historical topic. Additionally, the organization provides job placement assistance.

### Advisor:

Dr. Charles Bias, SH 772, (696)-6780.

## PI DELTA PHI

### Purpose:

The purpose of this society is to foster a broader knowledge of and a deeper appreciation for the contributions of France to the culture and civilization of the modern world.

### Events and Programs:

To be announced.

### Requirements for Membership:

Regular members are elected from among outstanding students majoring or minoring in French language and literature. Must have 2.6 overall GPA and an average of 3.0 in all French courses.

### Advisor:

Nancy Stump, 738 SH, (696)-6730.

## PI MU EPSILON

### Purpose:

Pi Mu Epsilon endeavors to promote scholarly activity in Mathematics among the students at Marshall University.

### Events and Programs:

To be announced.

### Requirements for Membership:

A person meeting any one of the five sets of qualifications may be elected to membership, irrespective of sex, religion, race, national origin, mental or physical handicap.

(1) Undergraduate students who have had at least two years of college mathematics including a year of calculus, who have completed their mathematical work with honor (at least B average), and who are in the top one-third of their class in their general college work. (CLEP Credit may be counted).

(2) Sophomores (in mathematics) who are majoring or intend to major in mathematics, who have completed at least 3 semesters (5 quarters) of college mathematics including one semester of calculus, who have achieved a straight A record in all mathematics courses taken, and who are in the top quarter of their class in their general college work. (CLEP credit may be counted.)

(3) Graduate students whose mathematics work is at least equivalent to that required of undergraduates, and who have maintained at least a B average in mathematics during their last school year prior to their election.

(4) Members of the faculty in mathematics or related subjects.

(5) Any persons who have achieved distinction in a mathematical science.

### Advisor:

Terri Childers, Mathematics, SH 758,6482.

## PI OMEGA PI

### Purpose:

Pi Omega Pi seeks to encourage interest and achievement in Business Education and to encourage the recognition of deserving students in this area.

### Events and Programs:

The organization is actively involved in civic betterment and community improvement projects, as well as fundraisers to send students to the national convention. Meetings are held monthly.

### Requirements for Membership:

To qualify for membership a Marshall University student must have completed three semesters of University course work with at least 12 hours in Business and three hours in Education. A 3.0 GPA in Business and a 2.5 overall are required.

### Advisor:

Shirley Overholt, Office Administration, CH 420, (696)-5432.



## PI SIGMA ALPHA

### Purpose:

This organization is the national political science honor society. Its purpose is to stimulate productive scholarship and intelligent interest in the subject of politics and government, and to recognize superior political science students by electing them to membership in the society.

### Events and Programs:

The Alpha Gamma Chapter at Marshall University is among the oldest in the United States, and sponsors several major events yearly, including a banquet, membership initiation, and other social gatherings of its students and faculty members, such as an annual wine and cheese party and lectures by visiting scholars.

### Requirements for Membership:

Must be a Marshall student with a 3.3 GPA in political science, 3.0 GPA overall, and have completed 12 hours in political science, including at least one upper-division course (300-400 level).

### Advisor:

Dr. Troy M. Stewart, Jr., SH 740, 6636.

## PSI CHI

To advance the science of psychology and to encourage, stimulate and maintain scholarship of the individual members in all fields, particularly in Psychology.

### Events and Programs:

To be announced.

### Requirements for Membership:

Membership requirements for the National Honorary are a 3.0 GPA in psychology, a 2.75 overall GPA, and at least eight hours of course work completed. Graduate students are required to have at least a 3.0 GPA. The campus club is open to all students with an interest in Psychology.

### Advisor:

Dr. Steven Mewaldt, Harris Hall 314, (696)-6446.

## SCABBARD AND BLADE

### Purpose:

Scabbard and Blade, a military honorary, unites in closer relationship the military departments of American universities and colleges to develop and preserve the essential qualities of good and efficient officers.

### Events and Programs:

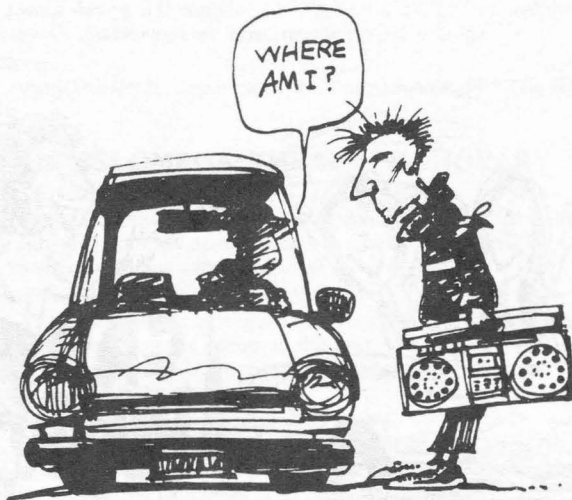
Regularly scheduled activities occur year-round.

### Requirements for Membership:

Marshall University students participating in ROTC and selected for membership by the active members.

### Advisor:

Captain Bill Meador, Military Science, GH 217, (696)-6450.



## Interest Organizations

Twenty interest organizations are recognized by the university. Wherever there is a group of people who share a common interest or fascination, one will find a special interest organization. The interests covered in this area run the gamut from science fiction to classical studies. These organizations are designed to provide students with the opportunity to meet other people while learning more about an area of common, shared interest. Membership is usually open to any member of the University community willing to commit himself or herself to the organization.

## CHIEF JUSTICE YEARBOOK

### Purpose:

The Chief Justice is a student publication brought out by and produced through the cooperative effort of any interested students.

### Events and Programs:

Each year, outstanding staff members are recognized and awarded School of Journalism Certificates of Achievement at the Annual Journalism Awards Banquet.

### Requirements for Membership:

Anyone who has a sincere interest in working on some aspect of Chief Justice production may join the staff. These areas of interest may be in writing, layout, typing, photography, or advertising. A major in Journalism is not necessary.

### Advisor:

Betsy Cook, SH 309, 2360.

## GEOLOGICAL SOCIETY

### Purpose:

To develop interest in academic geology as well as applied geology.

### Events and Programs:

To be announced.

### Requirements and Membership:

Open to any Marshall student, faculty or staff member.

### Advisor:

Dr. Dewey Sanderson, Geology, SCI 123, (696)-5435.

## INTERNATIONAL CLUB

### Purpose:

This club seeks to promote better understanding of international relations and problems by means of educational, cultural, and social programs.

### Events and Programs:

A number of monthly programs are planned: receptions to welcome new students; holiday celebrations of different cultures; an international exhibition and dinner, featuring exhibits, displays, and cuisine of nations represented by international students; and a special recognition reception for graduating international students. In addition, a picnic outing to a state park is held for members in the summer.

### Requirements for Membership:

Any Marshall University student is eligible for membership. Payment of \$1 annual dues is required for continued membership in the club.

### Advisor:

Ms. Judy Assad, PH 119, 2379.

## KARATE CLUB

### Purpose:

The Karate Club was formed to teach basic Karate self-defense techniques and to instill physical conditioning, self-confidence, character and discipline in the practitioner.

### Events and Programs:

Regular practice sessions are held.

### Requirements for Membership:

All Marshall students, faculty and staff are eligible.

### Advisor:

Dr. W. E. Sweetser, CH 258, 6498.

## KERAMOS POTTERS' GUILD

### Purpose:

The Keramos Potter's Guild seeks to unify ceramics students of Marshall University in order to make available funds for equipment and guest lecturers for educational purposes.

### Events and Programs:

Shows, exhibitions, fairs, fund-raising projects and scholarships.

### Requirements for Membership:

Open to Marshall University students, faculty, and staff with a sincere interest in ceramics.

### Advisor:

Earline Allen, SH 620B, 6760.

## THE MARSHALL UNIVERSITY DANCE COMPANY

### Purpose:

The Marshall University Dance Company offers students, faculty and staff the opportunity for study, composition and performance of modern dance as an art form. High standards of excellence in technical and choreographic performance are stressed.

### Events and Programs:

Dance Company performances are scheduled each semester.

### Requirements for Membership:

Membership is limited to individuals enrolled or employed at Marshall University who have passed an adjudicated performance. Auditions are scheduled each semester.

### Advisor:

Dr. Mary Marshall, Department of Theatre/Dance, (696)-6442.

## MARSHALL UNIVERSITY FORENSIC UNION

### Purpose:

The Marshall University Forensic Union promotes interest in Individual Speech competition on the state, district and national levels.

### Events and Programs:

Throughout the year M.U.F.U. hosts at least two college and one high school forensic tournaments and awards a scholarship to a qualified incoming student.

### Requirements for Membership:

Open to all persons at Marshall University interested in Forensics.

## MARSHALL UNIVERSITY MASS CHOIR

### Purpose:

The purpose of the Mass Choir is to provide a strong cultural, spiritual, and social life for students and other members of the Black community and to promote the use and further development of members' talents. The focus of the choir's performance is based on religious music.

### Events and Programs:

Gospel Choir workshop and scheduled singing engagements for such occasions as Black Awareness Week, Homecoming, Martin Luther King Day, Black History Month and throughout the Tri-State Area.

### Requirements for Membership:

Membership is open to all students, faculty or staff. Students are required to have an overall GPA of a least 1.75.

### Advisor:

Kaye Parks (696)-6457.

## MARSHALL ROTC RANGER COMPANY

### Purpose:

This organization's basic purpose is teaching advanced military skills to cadets. This form of "hands on" training is essential to the cadet who intends to make the military his career.

### Events and Programs:

Regular drill and field exercises and social activities are scheduled.

### Requirements for Membership:

Any Marshall University student who is a member of ROTC and who has passed a fitness test is eligible for membership with the approval of active members.

### Advisor:

Maj. McVey, Military Science, GH 218 A, 6450.

## MODEL UNITED NATIONS CLUB

### Purpose:

The purpose of the Model United Nations is to promote and participate in the exchange of intellectual ideas on international relations.

### Events and Programs:

Members attend and participate in intercollegiate Model United Nations meetings, sponsor an annual Model U.N. for high schools, and bring in international speakers.

### Requirements for Membership:

Membership is open to any full-time student at Marshall University.

### Advisor:

Dr. Clair Matz, SH 742, (696)-6636.

## OMEGA PEARLS

### Purpose:

To aid the community in social and spiritual functions.

### Events and Programs:

Annual Fashion and Talent Shows.

### Requirements for Membership:

Prospective members must be full-time students with a 2.0 grade point average.

### Advisor:

Mr. Robert Lawson, Continuing Education Director, CC 122, (696)-3646.

## PROPELLER CLUB

### Purpose:

The Propeller Club acquaints its members with matters of interest and importance in maritime activity, domestic and foreign commerce, business administration and economics.

### Events and Programs:

Promotes National Maritime Day.

### Requirements for Membership:

Open to any Marshall University student.

### Advisor:

Richard L. Jones, Marketing, CH 235, 2313.

## SCIENCE FICTION SOCIETY

### Purpose:

To promote science fiction and fantasy and to gather together to share views and insights.

### Events and Programs:

Munchcon yearly project, a two-day science fiction fair which features nationally recognized science fiction authors and illustrators. Other events to be announced.

### Requirements for Membership:

Open to all students, faculty and staff at Marshall University.

### Advisor:

C. Robert Barnett, GH 104D, 6490.

## STUDENT ALUMNI ASSOCIATION

### Purpose:

To develop an awareness of the Marshall University Alumni Association and strengthen ties with the University so as to instill continuing involvement with the Alumni Association and the University upon leaving the institution.

### Events and Programs:

Student Alumni Association members meet monthly as a group and work as the liaison between the student body and the alumni: Members assist at the various Alumni Association events (e.g., Homecoming, Alumni Weekend, MMI Basketball Tournament) and sponsor Parents' Weekend.

### Requirements for Membership:

Student Alumni Association membership is limited to students who have completed 12 undergraduate hours and are members in good standing at Marshall University. The Student Alumni Association select members who exhibit qualities of service, scholarship, and character. Each prospective member must submit a letter of recommendation from a faculty member or administration.

### Advisor:

Linda S. Holmes, MSC 2W20, (696)-3134.



## UNITED CAMPUSES TO PREVENT NUCLEAR WAR

### Purpose:

To educate the Marshall University community as to the effects and dangers of nuclear weapons and other radioactive materials.

### Events and Programs:

UCAM activities include showing educational films, distributing literature and sponsoring speakers.

### Requirements for Membership:

Open to all Marshall University students, faculty and staff.

### Advisor:

Bob Sawrey, SH 751. (696)-6780.



## Professional Organizations

Twenty-four professional organizations are presently recognized by the university. They provide the prospective professional with information and guidance related to the field of his or her concentration. At the same time, the organization allows that student to meet and work with currently employed professionals in their respective fields.

In addition, these organizations provide social and recreational interaction for their members. Membership is usually open to any interested member of the Marshall student community who plans to enter the represented profession.

## ACCOUNTING CLUB

### Purpose:

To unite the accounting students in an organization designed to promote and maintain the high professional and moral standards of the profession and to improve accounting education.

### Events and Programs:

The club sponsors lectures each month on accounting-related activities and sponsors two banquets during the year. The club acts as the coordinator of the VITA (Volunteer Income Tax Assistance) program with the IRS each year. The club also sponsors other activities for its members and grants two awards each year, The Distinguished Student Award and the Distinguished Faculty Award.

### Requirements for Membership:

The Accounting Club is open to all students and faculty with an interest in accounting and in the club. Dues are \$10 per semester.

### Advisor:

Mr. William J. Radig, Accounting Office, CH 221. (696)-2310.

## ALPHA KAPPA PSI

### Purpose:

Alpha Kappa Psi is a professional business fraternity that acquaints its members with many aspects of the business field both academically and professionally.

### Events and Programs:

A Christmas Dance, Spring Banquet and Dance, food and clothing drives for the needy, and various fundraisers are among the programs scheduled throughout the year. Members participate in many business-related activities including tours of local businesses, speakers, career and job fairs, state legislature tours and Alpha Kappa Psi regional and national conferences.

### Requirements for Membership:

Membership is open to all business majors.

### Advisor:

Luther G. White, Management, CH 316. (696)-5423.

## AMERICAN CHEMICAL SOCIETY STUDENT AFFILIATES

### Purpose:

The society offers students of Chemistry and Chemical Engineering at Marshall University the opportunity to become better acquainted with each other, to experience the intellectual stimulation that arises from professional association, to gain experience in preparing and presenting technical materials before chemical audiences. Two objectives of the ACSSA are to foster a professional spirit among the members, and to instill a professional pride in Chemistry.

### Events and Programs:

To be announced.

### Requirements for Membership:

A member should be a major in Chemistry or Chemical Engineering at Marshall, or have an interest in Chemistry.

### Advisors:

Dr. John Hubbard, Chemistry, N 314, 3136; Dr. George E. Cabanis, Chemistry, N 316, 3105.

## AMERICAN MARKETING ASSOCIATION

### Purpose:

The Marshall University collegiate chapter of the American Marketing Association encourages students of all majors to join it in its many professional development, social and career development activities.

The purpose of the association is to assist Marshall University students of all majors in:

1. acquiring interview and employment skills essential in successfully marketing themselves to potential employers,
2. distinguishing themselves as highly prized job candidates for potential employers by building a personal record of success prior to graduation, and
3. encouraging and promoting professional development activities that will serve them now and throughout their careers.

The Association is concerned with the student's preparation, entry and growth in his or her chosen field and provides a wide range of activities and opportunities with which to discover and develop individual talents useful in and throughout his or her personal and professional life.

### Events and Programs:

Activities include: resume, interviewing and personal workshops, professional speakers, tours of businesses, as well as fund raising, socials and internal management of the Association.

### Membership Requirements:

Membership is open to all Marshall University students.

### Advisor:

Dr. Michael Boudreaux, Corbly Hall 213, (696) 2313.



## **MARSHALL ASSOCIATION OF LEGAL STUDENTS (MALS)**

### **Purpose:**

The Marshall Association of Legal Students unites students who are interested in the legal field and works to promote the development of professional standards and ethics among members.

### **Events and Programs:**

MALS activities include speakers, seminars, workshops, and field trips throughout the year.

### **Requirements for Membership:**

Open to any Marshall University student interested in the legal field.

### **Advisor:**

Elma Chapman, CH 421, (696)-5431.

## **MARSHALL UNIVERSITY ENGINEERING SOCIETY**

### **Purpose:**

M.U.E.S. provides for a gathering of students with common interest and goals in engineering. Events and services are geared to the engineering profession.

### **Events and Programs:**

Engineering Career Day, speakers, workshops, tours of local businesses, and various social events.

### **Requirements for Membership:**

Open to all Marshall University students enrolled in the engineering program.

### **Advisor:**

T. W. Olson, N 103, (696)-6660.

## **MU-AAF/ADS**

### **Purpose:**

The Marshall University AAF/ADS is a student chapter of the American Advertising Federation. Its purpose is to bridge the gap between the classroom and professional practitioners in the field of advertising.

### **Events and Programs:**

National student advertising competitions; field trips; shared programs with the local professional chapter, The Advertising Club of Huntington.

### **Requirements for Membership:**

To be eligible for membership, a student shall either be majoring in advertising (or a related field such as marketing, art, or broadcasting) or shall have demonstrated interest in advertising by having taken at least one course in the subject with a passing grade. The student must be in good academic standing as defined by Marshall University.

### **Advisor:**

Janet Dooley, Journalism, SH 325, 2360.

## **NATIONAL MANAGEMENT ASSOCIATION, M.U. CHAPTER**

### **Purpose:**

N.M.A. gives the student a chance to relate course work to the outside business world by providing members with the opportunity to meet and work with area professionals.

### **Events and Programs:**

Currently the number one collegiate chapter, N.M.A. meets the first Thursday of every month in Corbly Hall, room 104. Chapter meetings usually feature a guest speaker followed by a short business session. Members are also offered the opportunity to attend monthly Tri-State meetings and State Council meetings. The Marshall chapter tours various businesses in the area and takes trips to conferences held throughout the year.

### **Requirements for Membership:**

Open to any Marshall student interested in discovering more about the business community. Dues are \$26 for new members and \$17 for members who are renewing their membership.

### **Advisors:**

Chong W. Kim, CH 317, (696)-5423; Pete Barr, CH 315, (696)-5423.

## **NATIONAL STUDENT SPEECH LANGUAGE HEARING ASSOCIATION**

### **Purpose:**

The NSSLHA encourages professional interest in the study of normal and disordered human communication behavior while assisting local organizations interested in speech, hearing, and language behavior and disorders.

### **Events and Programs:**

Association activities includes Easter Seal Society volunteer work, participation in Organizational Fairs, guest speakers, fund raisers to purchase materials for the Marshall University Speech and Hearing Center, and promotion of student CPR certification.

### **Requirements:**

Any Marshall University student with an interest in the study of communication behavior may join. Dues are \$1 per semester.

### **Advisor:**

Robert D. Olson, SH 150, 3640.

## **PARK AND RECREATIONAL ORGANIZATION OF STUDENTS**

### **Purpose:**

This student-directed organization is designed to supplement the academic program and provide social, cultural and professional service experiences of value to student members.

### **Events and Programs:**

Educational, social and cultural activities are scheduled throughout the academic year.

### **Requirements for Membership:**

Recreation majors in good standing are eligible for membership. Dues are \$2.00 per year.

### **Advisor:**

Raymond L. Busbee, Park Resources & Leisure Services, GH 100D, (696)-3186.

## **PUBLIC RELATIONS STUDENT SOCIETY OF AMERICA**

### **Purpose:**

To encourage understanding of current practices and procedures in public relations and to provide opportunities for students to gain practical experience and become acquainted with the work of public relations professionals.

### **Events and Programs:**

To be announced.

### **Requirements for Membership:**

Open to any Marshall University student who is a Public Relations major or has demonstrated interest in Public Relations by taking, or who is now taking, at least one course in the subject.

### **Advisor:**

Wallace E. Knight, SH 319, (696)-2360.

## **THE SOCIETY OF PROFESSIONAL JOURNALIST, SIGMA DELTA CHI (SPJ, SDX)**

### **Purpose:**

SPJ, SDX is a voluntary, not-for-profit organization of men and women dedicated to freedom of the press.

### **Events and Programs:**

SDX members travel to regional and national conventions in the spring and fall, organize panels for discussions of interest to journalist, and sponsor fund-raising projects throughout the year.

### **Requirements for Membership:**

Members must have at least a sophomore classification and be enrolled in the news-ed, magazine, broadcast journalism, or journalism, or journalism education sequence.

### **Advisor:**

Dr. George T. Arnold, Jr., professor and Dr. Ralph Turner, professor, W. Page Pitt School of Journalism, SH 321, (696)-2360.

## **STUDENT COUNCIL FOR EXCEPTIONAL CHILDREN**

### **Purpose:**

SCEC is a group of students interested in children and adults with special needs. The organization is involved in various activities within the community and campus which concern these special individuals.

### **Events and Programs:**

Regularly scheduled events are held year-round.

### **Requirements for Membership:**

Any Marshall University student with an interest in SCEC is invited to join. Dues are \$5.00 per year for local membership.

### **Advisor:**

Dr. Robert Angel, Special Education, JH 110, (696)-2340.

## **STUDENT NURSES ASSOCIATION**

### **Purpose:**

The association provides and encourages interaction among students who are planning nursing careers and seeks to heighten unity and professionalism among student nurses.

### **Events and Programs:**

Students have the opportunity to attend State and National Conventions held annually. Students participate in blood pressure clinics and the Red Cross Blood Drives on campus.

### **Requirements for Membership:**

The association is open to any student who is majoring in Nursing.

### **Advisor:**

Kathy Tygart, Nursing, PH 322, 6750.

## **Religious Organizations**

Currently 11 religious organizations are recognized at Marshall. These groups are sponsored by the churches or believers of a particular religious or philosophical view and are designed to provide for the spiritual necessities of students and community members who share these views.

While primarily interested in communicating their own belief systems, the various organizations seek to promote an ecumenical spirit among all religiously inclined individuals at Marshall University.

Membership in all the groups is open to any member of the University community.

## **BAHA'I CAMPUS CLUB**

### **Purpose:**

To promote the principles of the Baha'i Faith; to foster inter-racial, inter-religious, and international understanding; and to provide a forum for discussion and fellowship.

### **Events and Programs:**

The membership sponsors service projects, informal discussions, social activities, and public meetings.

### **Requirements for Membership:**

Open to all Marshall University students, faculty, and staff.

### **Advisor:**

Clair W. Matz, SH 742, 6636.

## **BAPTIST CAMPUS MINISTRY**

### **Purpose:**

Members organize, promote, and actively support a West Virginia Baptist program of campus ministry at Marshall.

### **Events and Programs:**

A weekly Mini-worship, "Night Chapel," takes place in the Chapel each Wednesday night from 9:15-9:45 p.m. Dates and times of other on-going programs and events are announced at the beginning of each semester.

### **Requirements for Membership:**

All students, faculty, and staff members of Marshall University are eligible for membership.

### **Advisor:**

Rev. Roger Adams, Campus Christian Center, (696)-2444.

## **BAPTIST STUDENT UNION**

### **Purpose:**

The purpose of the Baptist Student Union is to provide the resources, training, and fellowship which promote spiritual development of the individual through a campus program that complements the local church.

### **Events and Programs:**

Weekly Bible studies, worship, fellowship, and luncheons; B.S.U. Singers and Creative Worship Team; statewide and convention-wide retreats and rallies; seminars for personal training.

### **Requirements for Membership:**

Membership not limited to members of Southern Baptist Churches but is open to anyone who desires Christian fellowship and opportunities for personal growth.

### **Advisor:**

Dr. Robert Babb, CH 311, (696)-5422.

## **CAMPUS CRUSADE FOR CHRIST**

### **Purpose:**

The Crusade encourages dissemination of the claims of Jesus Christ as they relate to the American college student at Marshall University.

### **Events and Programs:**

Regularly scheduled meetings and activities are held throughout the year.

### **Requirements for Membership:**

Marshall students seeking to share their faith in Jesus Christ are encouraged to participate.

### **Advisor:**

Carol Valentine, CH 455, 2349.

## **CHURCH OF CHRIST STUDENT GROUP**

### **Purpose:**

The Church of Christ Student Group at Marshall University has as its goal the desire to share the gospel of Christ with the students, faculty and members of the university community. This goal is carried out through educational programs, devotionals and other avenues of study. We exist to serve the students and others in their quest for a deeper knowledge of God's word.

### **Events and Programs:**

The group meets each week during the school term on Monday evenings in Room 2W37 of the Memorial Student Center at 7:00 p.m. The programs vary from informal Bible studies to in-depth studies of Christian Evidences, Cults and other subjects pertinent to campus life. In addition there are two Bible classes conducted each week at the Norway Avenue Church of Christ. Retreats, seminars, service projects and fellowship meetings are planned each semester.

### **Requirements for Membership:**

Our meetings are open to all those that are interested in attending.

### **Advisors:**

Captain Russell Watkins, Military Science, Gullickson Hall, (696)-6450, Burney Baggett, Campus Minister, Norway Avenue Church of Christ, Huntington, 525-3302 or 523-9233.

## **LUTHERAN STUDENT MOVEMENT**

### **Purpose:**

To support and advance the strengthening and development of the faith and life of the believer through participation in the Community of Word and Sacrament.

### **Events and Programs:**

To be announced.

### **Requirements for Membership:**

Open to all Marshall University students, faculty, and staff.



## MUSLIM STUDENTS ASSOCIATION

### Purpose:

The association endeavors to acquaint Muslim students with the culture of the United States, while keeping them current on the affairs of their respective native lands.

### Events and Programs:

Meetings and lectures are scheduled throughout the academic year.

### Requirements for Membership:

The Association is open to any member of the Marshall University community.

### Advisor:

Dr. Jabir Abbas, Political Science, SH 780, 6636.

## PRESBYTERIAN FELLOWSHIP (P.R.O.W.L.')

### Purpose:

To promote Christian life and fellowship, encouraging campus and community service and providing open forums for discussion of ethical, moral, and theological questions among students. P.R.O.W.L. supports the ecumenical program of the Campus Christian Center and proclaims love and the reconciling purpose of Jesus Christ.

### Events and Programs:

Tuesday night programs at 8 p.m.; fall, winter and spring retreats; service projects to jails, nursing homes and work camps; Choral groups.

### Requirements for Membership:

Membership open to any student, faculty or staff person at Marshall University.

### Advisor:

Mrs. Patricia Gebhart, O.M. 1-B (696)-6413. Minister: Rev. Robert K. Bondurant, (696)-2444.

\*Presbyterians (people) Reaching Out With Love.

## STUDENTS FOR CHRIST

### Purpose:

To promote the Gospel of Jesus Christ and help the personal growth in discipleship of all who are interested in an increasingly intimate relationship with God on a practical daily basis.

### Events and Programs:

Weekly small group discussions, weekly "rallies," fall and spring weekend conferences, personal one-on-one involvement.

### Requirements for Membership:

Open to any member of the Marshall Community.

### Advisor:

Nadine Hamrick, Financial Aid, (696)-3162.

## THE NEWMAN ASSOCIATION

### Purpose:

The Newman Association is an organization of Catholic culture and fellowship that shall foster the spiritual, intellectual, social, and cultural interests of the students of Marshall University and bring them together in a common union.

### Events and Programs:

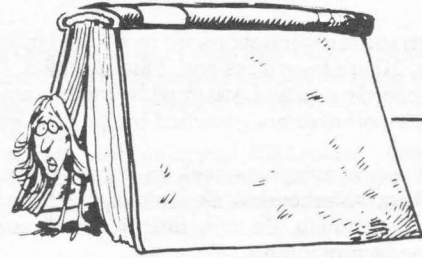
Daily mass, Bible study, religious education, social activities, retreats, diocesan-wide campus ministry activities, intramurals, volunteers in community service.

### Requirements for Membership:

All students, faculty, and staff members of Marshall University are eligible for membership.

### Advisors:

Rev. James O'Connor, 525-4618; Dr. Thomas Kiernan, Marshall University School of Medicine, ext. 274, 429-6744.



## OTHER RECOGNIZED ORGANIZATIONS

Delta Omicron--Music

Upsilon Pi Epsilon--Computer Science

Alpha Chi Sigma--Education and Charity

Black United Students

Circle 'K' Club--Kiwanis Affiliate

Disabled Students Association

4-H Club

Lambda Society--Alternative Life Styles

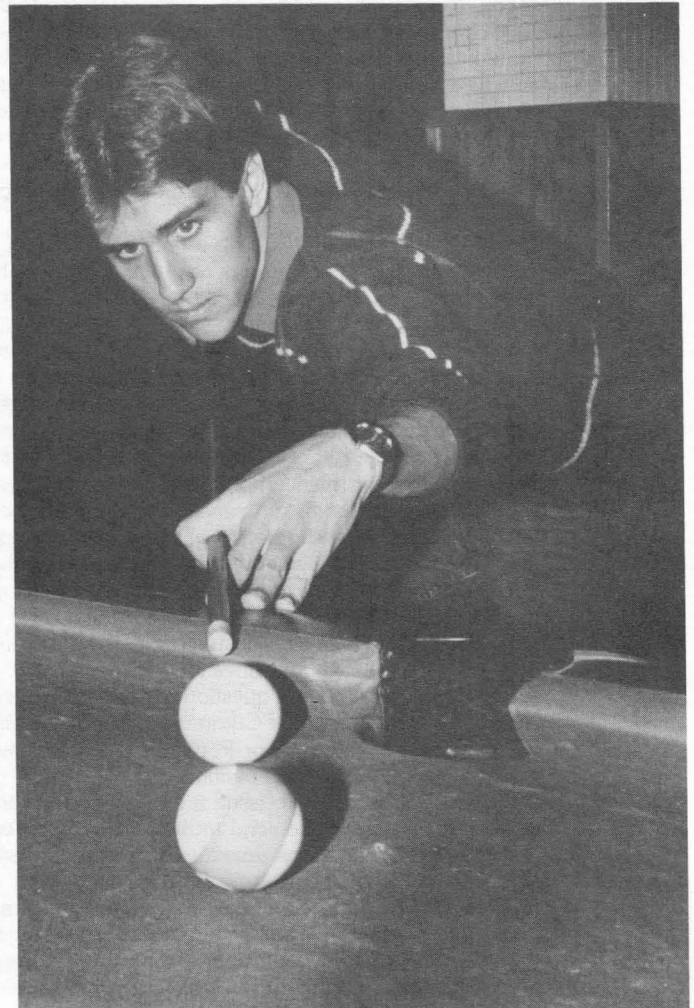
Malaysian Student Association

Racquetball Club

Ski Club

Weightlifting Club

For more information concerning these organizations contact the Student Activities Office.



## Social Organizations

Nineteen social organizations are recognized by the university; of these, 10 are fraternities and 9 are sororities. Greek fraternities are coordinated and governed by Interfraternity Council (IFC), while sororities are governed by the local Panhellenic Council.

The Greek organizations seek to enhance the ideals of brotherhood and sisterhood, while also helping those less fortunate in the community, through unique social, cultural and community service programs.

Membership in Greek organizations is open to any member of the student body. Official recruitment takes place throughout the year, but particularly twice a year (fall and spring) during Rush week. After Rush, if a student receives a "bid" from a group he or she wishes to join, the student begins the process of Pledging.

For further details, contact the chapter advisor or any officer at the chapter you are considering.

### Expansion of National Fraternities and Sororities

Marshall University is committed to the development of a strong and viable Greek System on campus. In this regard when the Interfraternity Council, Panhellenic Council, Commission on Greek Life or Student Affairs staff believes that the new Greek Organizations are desirable and needed on campus to further the ideals of Greek life and strengthen the system, the following procedures will be followed:

1. Prior to initiating contact of potential new student members, each National Organization wishing to establish at Marshall University must submit a letter of interest to the Associate Dean of Student Affairs along with supporting materials outlining National history, administrative structure, colony procedure, pledge program, policy on hazing, provisions of support for the proposed new colony, policy of relationship with host-college, scholarship emphasis, and other information pertaining to the National Organization and its colony and Chapter procedures.
2. Greek Organizations must have a national affiliation.
3. Normal recognition procedures as outlined by the Student Handbook and Student Life Office must be followed and successfully completed.
4. Upon receipt and review of material by the Student Affairs staff, the National **may** be invited to campus to make a presentation to the staff, the Commission on Greek Life and IFC or Panhellenic Council. At this time there will be a question-answer session after the initial presentation. The main emphasis of the presentation should be: (1) to point out services of the Fraternity/Sorority, (2) why it should be allowed to expand at Marshall University — what will the group provide that others do not presently provide, (3) point out developmental programs, (4) quality of pledge program, (5) finances, (6) show area alumni support, (7) and the proposed time table and guidelines for expansion.
5. After the presentation and question period, the Student Affairs staff, along with the Commission on Greek Life, the Interfraternity Council or Panhellenic Council, will decide whether to issue an invitation.
6. If the decision is made to issue an invitation then the group will be required to send to the Office of Student Activities & Organizations a written time schedule and guidelines for the expansion procedure.
7. If decision is made not to offer an invitation at that time, then the specific reason will be spelled out in writing to the National Organization. When expansion is considered in the future, the group will be given further consideration.

8. No National Greek Organization can colonize at Marshall University unless these guidelines are followed. In most cases the staff and the Commission on Greek Life. Student Life will determine when the Greek System is ready for expansion and will at that time notify National Fraternities and Sororities of our interest. When this occurs first consideration will be given to: (1) those groups previously chartered at Marshall University which have ceased operation and, (2) those which have letters of interest on file in the Office of Student Activities and Organizations.

9. The major purpose of these procedures is to insure that expansion of Greek Social Fraternities and Sororities occurs in a well thoughtout manner and with a carefully developed plan. We believe such an approach provides maximum opportunity for successful colonization and a meaningful and rewarding experience to the students who participate initially as well as in the future.

### PANHELLENIC COUNCIL

#### Purpose:

To promote inter-sorority activities and to offer services and programs for individual sororities to strengthen the Greek system. The Panhellenic council also organizes sorority rush.

#### Events and Programs:

Rush, All-Greek Dance, Pledge Reception, Greek Week, Scholarship Tea, campus and community service projects.

#### Requirements for Membership:

All recognized Marshall sororities are eligible.

#### Advisor:

Linda Templeton, MSC 2W38 (696)-6770.

### INTERFRATERNITY COUNCIL

#### Purpose:

To promote inter-fraternity activities and sponsor programs for the development of the individual fraternities.

#### Events and Programs:

All Greek Dance, Rush, Campus Party for Students, Greek Week, campus and community service projects.

#### Requirements for Membership:

All recognized Marshall fraternities are eligible.

#### Advisor:

Don Robertson, MSC 2W38, (696)-6420.





## Sororities

### ALPHA CHI OMEGA

**Purpose:**

Alpha Chi Omega, founded at Marshall on November 8, 1952, serves to emphasize sisterhood and friendship, encourage participation in cultural activities, and uphold high moral and ethical standards.

**Events and Programs:**

The Alpha Chi's participate in Student Government projects, homecoming sign and float competitions and sponsor an annual appreciation dinner for the Marshall Basketball team. Individual members are active in Student Government, athletics, University publications and various honoraries, and leadership development is stressed among members.

The chapter also serves the community by working on several philanthropic projects including the Red Cross Blood Drive, ringing the bells for the Salvation Army at Christmas, collecting for the March of Dimes, fundraising for the Ronald McDonald House and having an annual Christmas party for the Region III Child Development Center.

During 1985-86 the Alpha Chi's have several special events planned to celebrate the 100th anniversary of their National chapter. The Marshall chapter has been chosen to be featured in the National Rush Review Movie.

**Requirements for Membership:**

A prospective member must be a full-time student at Marshall, female, with a minimum GPA of 2.0.

**Advisor:**

Nancy Adkins, 429-3931. The Alpha Chi House is located at 1601 Fifth Avenue. Telephone: 529-7283 or 523-8939.

### ALPHA KAPPA ALPHA

**Purpose:**

Alpha Kappa Alpha is one of three black women's sororities on the Marshall University campus. The Eta Zeta Chapter was organized on November 18, 1972, with the primary purpose of promoting sisterhood and community concern among the Afro-American women of Marshall.

**Events and Programs:**

Alpha Kappa Alpha works in many charitable and community service projects in order to help the less fortunate members of the community. Other events include: Annual Can-Can, November; and Annual Sweetheart Ball, February.

**Requirements for Membership:**

Prospective members must have completed 24 semester hours of course work, have an overall 2.5 GPA, and be a full-time student.

**Advisor:**

Raymona Ramsey, Rt. 4, Box 269, South Point, Ohio 45638.

### ALPHA XI DELTA

**Purpose:**

Alpha Xi Delta stands for the development of character, high standards of scholarship, right living and wholesome social life.

**Events and Programs:**

Alpha Xi's are active in a variety of campus and community activities. Among their regular projects are a Halloween party for children at the Stella Fuller Settlement, philanthropic work for the American Lung Association (in conjunction with the national sorority) and an annual Strawberry Breakfast held the last Thursday in April.

**Requirements for Membership:**

Prospective member must be a Marshall student, female, with a minimum grade point average of 2.0 and carry at least 12 hours of courses.

**Advisor:**

Sherri Nichols. The sorority house is located at 1645 Fifth Avenue. Telephone: 525-8886.

### DELTA SIGMA THETA

**Purpose:**

Theta Omega Chapter of Delta Sigma Theta was founded at Marshall University in 1971. Its purpose is to provide public service for people of all socio-economic classes in the community.

**Events and Programs:**

The sorority holds an annual "Jabberwock" which provides a scholarship to Marshall University and helps other agencies in the community such as the Stella Fuller Settlement and the social services area of Huntington State Hospital.

**Advisor:**

Irma Hutchinson, (696)-3164.

### DELTA ZETA

**Purpose:**

DZ seeks to promote friendship, to stimulate the pursuit of knowledge, and to promote the moral and social culture of its members.

**Events and Programs:**

DZ soccer for fraternities, teas, Founder's Day, Easter Seal telethon, Muscular Dystrophy Dance-A-Thon, DZ dances.

**Requirements for Membership:**

A full-time Marshall woman, under age 22, with a 2.0 GPA.

**Advisors:**

Ruth Horton, 522-0532; Elizabeth Devereaux, Alumni Advisor, DMB 348, 526-0580. The DZ house is located at 1695 6th Avenue. Telephone: (696)-9605.

### PHI MU

**Purpose:**

The first Phi Mu Chapter was established at Wesleyan College in Macon, Georgia, in 1852. The Beta Phi Chapter at Marshall University was organized in 1966.

The purpose of the chapter is to promote the ideals of noble womanhood — love, honor, truth — and to promote the individual in scholarship, leadership, social life, and friendship.

**Events and Programs:**

Phi Mu sponsored a Big American Bank Giveaway for their national philanthropy, Project Hope, and for the Ronald McDonald House in the Spring 1984. They also sponsor Phi Mu Garter Day and participate in Hoofin' for the Herd. Many other projects are conducted by Phi Mu to help local charities and the community, and to bring a better meaning of sisterhood to their members. Such projects include participation in the annual 24-hour Super Dance for muscular dystrophy, Christmas caroling at Presbyterian Manor, visiting the Kiwanis Day Care Center on Halloween and St. Patrick's Day, and Pumpkin caroling for the fraternities and sororities.

**Requirements for Membership:**

Any female undergraduate with good leadership qualities and a minimum GPA of 2.0 is eligible for initiation.

**Advisor:**

Sharon Porter, 429-6101. The chapter is housed in Twin Towers West.

### SIGMA GAMMA RHO

Sigma Gamma Rho is a unique experience with over 350 undergraduate chapters throughout the U.S.A., Bermuda and Africa. Sigma Gamma Rho stresses academics, sisterhood and friendship. The sorority was founded in 1922 at Butler University in Indianapolis, Indiana; Kappa Delta Chapter was chartered at Marshall University on February 26, 1983.

**Events and Programs:**

Sigma Gamma Rho has become a large supporter and sponsor of projects for the N.A.A.C.P., the March of Dimes and the United Negro College Fund.

**Requirements for Membership:**

Kappa Delta would like to extend a warm welcome to all interested full-time female students who have a 2.0 GPA and want to share the Greek life.

**Advisor:**

Newatha Perry, Library, Government Documents, (696)-2320.



## SIGMA SIGMA SIGMA

### Purpose:

Psi Chapter of Sigma Sigma Sigma, the first National Sorority at Marshall University, was installed in March of 1922. Our purpose is to provide leadership excellence, build character of members, and provide service to the campus and community. Since 1922 over 2,000 women have participated in Tri-Sigma while students at Marshall University.

### Events and Programs:

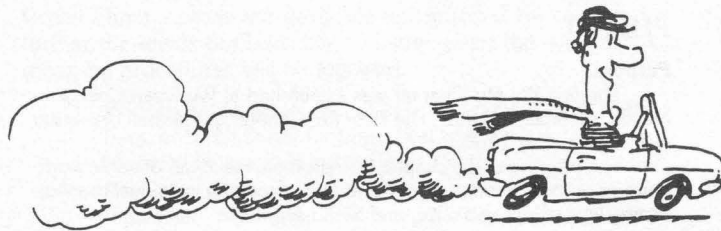
Sigma Sigma Sigma's national philanthropy is the Robbie Page Memorial Fund for Polio Research. Our motto is "Sigma Serves Children." To fulfill this motto, Psi chapter participates in projects with the March of Dimes, Heart Fund, Muscular Dystrophy and other philanthropies. The chapter participates in Panhellenic Council and all Greek campus and service activities such as Greek Week. Annual events include the Homecoming Buffet, Winter Formal, and Founders Day banquet and dance.

### Requirements for Membership:

Women students must have completed twelve hours of study at Marshall University with a 2.0 GPA and must meet standards for membership selection as established in the National Constitution and By-laws of Sigma Sigma Sigma.

### Advisors:

Robin Belcher Ash 736-4229, and Sharon Lake, (696)-3111. Sigma Sigma house is located at 1639 Sixth Avenue. Telephone: (696)-9310.



## Fraternities

### ALPHA PHI ALPHA

#### Purpose:

To stimulate the ambitions of its members and to prepare them for the greatest usefulness in the causes of humanity, freedom and dignity of the individual; and to encourage the highest and noblest form of manhood and to aid downtrodden humanity in its efforts to achieve higher social, economical and intellectual status.

#### Events and Programs:

Will be announced.

#### Requirements for Membership:

Open to any Marshall student.

#### Advisor:

Dr. Clyde Perry, Sociology, SH 737, 6700.

### ALPHA SIGMA PHI

#### Purpose:

The Beta Delta Chapter of Alpha Sigma Phi (The Nations tenth oldest Fraternity), founded in 1845 at Yale, was first chartered at Marshall in 1929 and rechartered during the 1980-1981 college year.

The social organization emphasizes scholarship, leadership, service and a greater social awareness.

#### Events and Programs:

The chapter yearly supports the March of Dimes through participation in the walkathon with the "Dime", and conducts various community service projects. The chapter also sponsors a founder's banquet, a traditional "Sig Bust" and a Black and White formal.

#### Requirements for Membership:

A minimum GPA of 2.0 is required for initiation.

#### Advisor:

Dr. Daniel Babb, Chemistry, (696)-2307, Dr. William Westbrook, Sociology, (696)-6700 and Dr. Denis Muhilly, Marketing, (696)-2313. The fraternity house is located at 2021 Fifth Avenue. Telephone: (696)-9627.

## ALPHA TAU OMEGA

### Purpose:

Alpha Tau Omega is one of the oldest and largest of the general college fraternities. Founded in 1865 at Richmond, Virginia, ATO now has over 150 chapters from coast to coast with over 130,000 initiates. The Marshall chapter participates in all the various Greek functions on campus. Further, the Marshall Chapter is proud of its contributions to campus leadership in a variety of areas, including Student Government, IFC, honoraries, and scholarship.

### Events and Programs:

The chapter sponsors and takes part in the Jumps for Thumps Heart Fund Trampoline Marathon and other charitable projects each semester.

### Advisors:

Dr. A. Mervin Tyson and Paul Michaud. Housing Corporation President is Allen Hager. The ATO house is located at 1406 6th Avenue. Telephone: (696)-9677.

## KAPPA ALPHA PSI

### Purpose:

Kappa Alpha Psi was founded in December, 1962 by Mr. David N. Harris. The Chapter is the largest black fraternity on the Marshall University campus.

Brotherhood, Achievement, Fidelity, and Service.

### Events and Programs:

Each year, the members participate in the Guide Right Program, which provides educational and occupational guidance for youth in the community. They also participate in a Senior Citizens Christmas Project.

### Requirements for Membership:

Must be a full-time student with an overall 2.0 GPA.

### Advisor:

Phil Carter, Sociology Dept., (696)-6700. Mike Hughes (345-3320) is the Chapter Alumni Advisor. Fraternity telephone number is (696)-6705.

## LAMBDA CHI ALPHA

### Purpose:

Lambda Chi Alpha is the third largest national social fraternity in the world, with over 200 undergraduate chapters and 120,000 initiated brothers. The Marshall chapter was granted its charter in 1947 and has grown to an average of 70 active members.

### Events and Programs:

Each year the chapter sponsors numerous fundraising events for various community service agencies including the American Cancer Society, Time Out, Big Green Scholarship Fund, Green Acres and the Ronald McDonald House. Lambda Chi also sponsors events on campus such as the Lambda Chi Sorority basketball competition and an annual spaghetti dinner to raise funds for academic competitions held between members.

### Advisor:

Dr. Joseph Stone, Chapter house is located at 1440 Fifth Avenue. Telephone (696)-9830.

## PI KAPPA ALPHA

### Purpose:

Pi Kappa Alpha Fraternity was established as a national fraternity on March 1, 1868. The organization stresses close brotherhood through the participation and interaction of its membership.

### Events and Programs:

The local chapter actively participates in the Knights of Columbus fund-raising drive for retarded children, as well as the Muscular Dystrophy Superdance. Also, the chapter host the Annual "Pike Fest" Distance Run in which the proceeds are donated to Big Brothers and Big Sisters of America. The chapter works hard to encourage interfraternity competition and growth.

### Advisor:

Reggie Spencer, MU Career Planning and Placement Center, Phone (696)-2370. John Alexander, Alumni Advisor, 733-2231. The Fraternity House is located at 1625 Fifth Avenue. Telephone: (696)-9320.

## SIGMA NU COLONY

### Purpose:

The Marshall University Colony of Sigma Nu Fraternity was established in October, 1980. Through the principles of love, truth, and honor, Sigma Nu seeks to enhance college men's educational experiences while maintaining a close and lasting brotherhood.

### Events and Programs:

Annual Halloween Party for the Pediatrics Ward at Cabell Huntington Hospital, Homecoming activities, blood drives, MDA Superdance, TGIF's and more.

### Advisor:

Chris D. Chiles, 697-7040 or 736-5099.

## SIGMA PHI EPSILON

### Purpose:

Sigma Phi Epsilon is the second largest national social fraternity in the world, with over 220 undergraduate chapters and 110,000 initiated brothers. The Marshall University Chapter was established in 1947 and has grown to total 50 active members.

### Events and Programs:

Sigma Phi Epsilon's philanthropic efforts include the Stella Fuller Fund Drive at Christmas and a Clothing Bank for the City Mission.

### Advisor:

Hugh C. Ladd and Maj. Robert McVey. The fraternity house is located at 1401 Fifth Ave. Telephone (696)-9750.

## TAU KAPPA EPSILON

### Purpose:

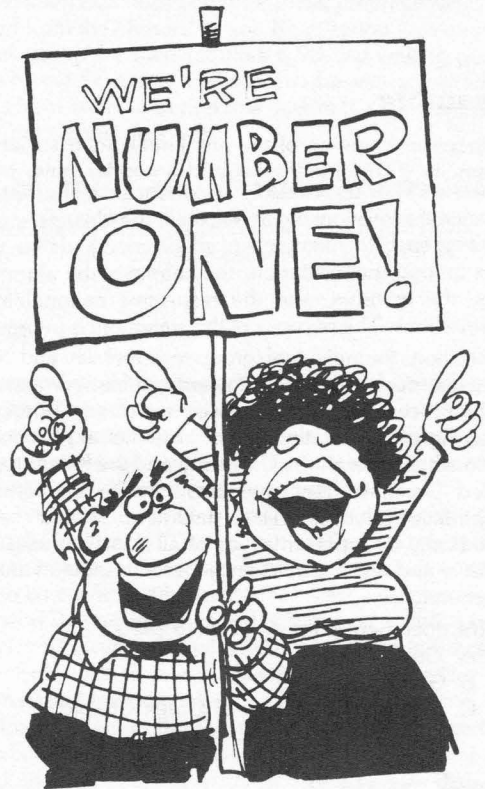
The Beta Nu Chapter of Tau Kappa Epsilon was founded in 1946. The brothers of Tau Kappa Epsilon stress the importance of well-rounded development of men, both educationally and socially.

### Events and Programs:

The fraternity promotes the Barnett Day Care Center, The Salvation Army, the Huntington Lions Breakfast Club, and St. Jude's Children's Research Hospital. Beta Nu Chapter also sponsors the regional basketball tournament and TKE water-follies.

### Advisor:

Joseph Marshman, (696)-6770. The chapter house is located at 1402 5th Ave., 523-1156.





# Greek Standards and Expectations

## Preamble

Since the founding of the first Greek-letter society, Phi Beta Kappa, in 1776, fraternities and sororities have been closely associated with the mission of American higher education. To enhance this relationship at Marshall, the University provides the following specific statements of expectation to define the relationships among the institution, the chapters, the alumni organizations, the advisors, and the respective national/international organizations. The purpose of this statement is to provide specific expectations for individual/group responsibility and performance for assessment of progress toward established goals.

The process of formulating new policies and procedures and reviewing existing statements of institutional philosophy on the relationship between the University and the fraternity/sorority included Greek student members, faculty members, and administrative advisors. This statement should be reviewed periodically by representatives of all constituencies in order to preserve and retain its relevance for the institution and the Greek community.

This document consists of three parts:

- A. Greek System
- B. Greek Chapters
- C. Individual Members of Greek Chapters

## Greek System

Interfraternity Council/Panhellenic Council (IFC/PHC) is the focal point of both Greek unity and self-governance. IFC/PHC creates a structure which appropriately educates, guides, and governs chapters and individuals in the system.

- A. Significant effort will be directed toward building a positive and realistic Greek image. To this end, IFC/PHC demonstrates a commitment to assist all chapters in such areas as growth and development, officers' training, financial considerations, and social and community service.
- B. IFC/PHC is the communication link among chapters and members and between the Greek system and the University. The position of IFC/PHC representative must, therefore, assume a major role within each chapter. The IFC/PHC Executive Board will communicate the importance of this position to each chapter Executive Board and its advisors.
- C. IFC/PHC is integral part of a system expansion plan. Groups will be invited to colonize only with the approval of IFC/PHC and through a presentation by the petitioning group or a group including its designated representative(s). A complete description of the expansion policy is found in the **Marshall University Handbook for Students**.
- D. IFC/PHC provides leadership in programming and service projects for the Greek community including leadership development, membership recruitment and retention, scholarship, officer roles, alcohol awareness, and interGreek relations.

- E. IFC/PHC assists in implementing the Greek Judicial system through appropriate and timely training each semester. To this end, the name of the chapter Judicial Board representative is to be filled by the chapter president with IFC/PHC and the Greek Advisor immediately after officer elections. Additionally, a subcommittee of Judicial Board representatives appointed by the Greek Advisor will be established to provide an annual review of the **Greek Code of Conduct** and **Greek Procedures Manual** in cooperation with the Coordinator of Judicial Affairs.
- F. IFC/PHC meets at least once each semester with Greek advisors and chapter presidents for discussion of current and future plans and programs. The Commission on Greek Life, Greek Review Board, and Greek Housing Exemption Board will include at least one voting representative from both IFC and PHC.
- G. IFC/PHC will provide recognition of chapter efforts and achievements through news releases and special awards.
- H. IFC/PHC will strive to establish positive working relationships with campus and community leaders.

Marshall University will continue to recognize the positive contributions of fraternities and sororities. The University is committed to support and promote the Greek community through such means as research efforts, project planning, provision of campus resources, advisory support, financial management assistance and the recognition of worthy accomplishments. Special considerations, such as planned exemptions from housing requirements may be considered and implemented for Greek groups demonstrating sincere and consistent self-help efforts.

## Good Standing

A Chapter is in good standing with the University when:

1. The semester GPA is a 2.0 for initiates, pre-initiates, and the entire chapter;
2. it is not under a University/Greek judicial probationary sanction;
3. the chapter is in good standing with IFC/PHC and dues to the respective organizations are current;
4. it is in good standing with its respective national/international organization.

A Chapter in good standing may:

1. vote in IFC/PHC;
2. participate in the Greek division of intramurals and other Greek activities;
3. compete for special awards;
4. activate individuals without consent of the Greek advisor.

If a Chapter is not in good standing, its president and advisor will be asked to appear before the Commission on Greek Life to present a plan for reestablishment of good standing. At this time, the Commission will determine which sanctions will apply.

## Scholarship

One of the major goals upon which Greek groups are built is scholastic achievement. It is therefore expected that each chapter will develop programs and policies which will promote and encourage academic success. It is expected that each chapter will place a high priority on scholarship, have a scholarship officer, and set up a scholarship plan including organized chapter programs and self-help programs to assist initiates and pre-initiates whose academic record falls below chapter or University minimum standards. These programs should be formulated in consultation with the Greek Advisor and should make proper use of University services, personnel, and faculty. The following restrictions may be placed upon those chapters and individuals whose grade point average (GPA) falls below national/international, chapter, or University minimum standards:

- A. Initiates or pre-initiates who fail in any semester to achieve a 2.0 GPA should be placed on scholastic probation by the chapter.



- B. Each chapter must maintain a minimum overall GPA of 2.0 to remain in good standing. If, after any semester, an individual chapter's preinitiate, initiate or overall GPA is below 2.0, that chapter will be placed on probationary status until the GPA reaches this minimum. Individual chapters not in good standing may activate only preinitiates whose immediately previous semester or cumulative GPA is 2.0 or higher. GPA's must be verified by the Greek Advisor. For those chapters placed on probation, first semester freshmen will be ineligible for initiation until they have completed one full semester and have attained a 2.0 GPA.
- C. Rewards for scholastic achievement should be an established part of the chapter's scholarship program.

## Leadership

Because of leadership opportunities inherent in Greek chapters, vigorous efforts should be made to identify potential leaders within respective groups, and to further develop their skills through chapter, IFC/PHC and campus offices and committees. Each chapter should take part in leadership programs and seminars when provided by their respective national/international organization.

## Finances

- 1. A chapter must strive to be financially solvent. It should have minimal accounts receivable from initiates and pre-initiates and be current on accounts payable.
- 2. Chapters must recognize the importance of proper record-keeping and of maintaining a realistic budget. An annual audit is recommended.

## Houses

- A. Chapters with houses should have a housing board with alumni representation. Officers names, addresses and phone numbers should be submitted to the Greek Advisor.
- B. Chapters should work with their housing boards to maintain a well-kept and properly administered house.
- C. Chapters must strive to eliminate dependence on residence hall housing exemptions.
- D. Chapters with houses should realize that their house projects an image of the chapter. Therefore, appropriate upkeep and maintenance are expected. Chapters should maintain relationships with neighbors and the community.

## Membership and Retention

IFC/PHC should develop an organized, open membership recruitment program (rush). An open system is defined as one in which a fraternity or sorority may rush, pledge, and initiate persons they deem appropriate with a recognition of grade requirements, number of hours carried, and length of membership education as required by its respective national/international organizations and in keeping with this statement on Greek Standards and Expectations.

Each chapter must develop suitable standards which promote the ideals of its national/international organization and this statement on Greek Standards and Expectations, and which will attract and retain members. The following regulations shall serve as guidelines:

- A. Men who have been admitted to the University can be pledged during the summer, but only those currently enrolled are eligible for initiation. Unless the University PHC prohibits, women may be rushed during the summer by individual chapters, but cannot be pledged until formal fall rush, in accordance with the National Panhellenic Conference agreement.
- B. Chapters may set their own additional requirements (in compliance with their national/international policies and this statement on Greek Standards and Expectations) in rush matters such as number of hours carried, higher than minimum GPA, and length of preinitiation period.

- C. A list of prospective initiates must be submitted to the Greek Advisor seven days prior to initiation. The GPA's will be verified by the Greek Advisor upon request.
- D. To terminate a formal relationship with a greek organization, a preinitiate must complete the appropriate forms obtained from the Greek Advisor. Reaffiliation with another Greek group for men requires a 90-day waiting period from his pledging date. For women, the waiting period extends from the rush period one year to the corresponding rush period the next year.

## Alumni Support and Participation

Because successful Greek groups can benefit from a strong and healthy alumni support, frequent communication with alumni is encouraged.

## Advisor(s)

Because effective alumni support is helpful to their well-being and continuity, chapters must have an alumnus/a advisor who will assist in setting goals, overseeing rituals, and developing and maintaining a positive relationship with the University, the alumni, and the national/international headquarters.

Each chapter must also have a faculty/staff advisor who is an employee of the University. This advisor shall be knowledgeable of university resources, policies, procedures, and chapter activities.

In order to be current with chapter activities, advisors are expected to attend chapter meetings and activities on a regular basis. Advisors must be aware of legal liabilities inherent in advising. Information on liabilities is available from the respective national/international headquarters.

For the Greek system to thrive, an on-going, positive working relationship between advisors and chapter officers, advisors and alumni, and advisors and University personnel is essential. Advisors are therefore expected to attend periodic meetings with appropriate University personnel for purposes of clarifying their role and responsibilities, as well as to discuss other matters of concern.

## Policy on Hazing

According to the policies of Marshall University, the National Interfraternity Council, the National Panhellenic Conference, and all other national/international organizations represented on our campus, hazing is not permitted. All acts of hazing by any organization, member, or alumnus/a are specifically forbidden.

Hazing is defined in the **Marshall University Handbook** for Students as:

"Any action taken or situation created intentionally whether on or off campus, to produce mental, emotional, or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations may include paddling in any form; creation of excessive fatigue, i.e. any activity which deprives a student of at least six continuous hours of sleep, physical and psychological shocks; inappropriate quests; stealing of items; treasure hunts, scavenger hunts, road trips, or any other such inappropriate activities carried out either on or off campus, or in a Greek house; wearing publicly any apparel which is conspicuous and not normally in good taste, as defined by the proper hearing bodies; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; late work sessions which interfere with scholastic activities; or any other activities which are not consistent with fraternal law, ritual, or policies/regulations of national organizations or this educational institution; any act which would degrade or otherwise compromise the dignity of the individual, including forced use and abuse of alcohol or drugs."

All complaints and/or requests for further information regarding hazing should be addressed to the Office of Greek Advisor.

## Recognition

Recognition by the University will follow the same procedures and regulations as applied to any other organization. These procedures may be found in the **Marshall University Handbook for Students**.

## Educational Responsibilities

Each chapter, including officers, advisors, and alumni, must recognize responsibilities to:

1. Provide opportunities to broaden the cultural perspective of its members, and to reduce provincialism and prejudice.
2. Aid members in finding a focus of intellectual interests and fulfillment in personal achievement.
3. Provide opportunities for members to learn how to express themselves clearly, effectively, and appropriately.
4. Create opportunities for participation in social service projects for campus and community.
5. Encourage participation in the application of democratic principles such as due process, elections, and hearings.

## Communications

Each chapter will comply with all written requests for information from IFC/PHC or University officials in a timely and accurate fashion. The Greek Advisor should be made aware of changes in membership status, officers, and advisors as soon as possible, so that effective and timely communication may occur. Through its officers/advisors, each chapter will familiarize itself thoroughly with University and system policies, procedures, and expectations, and implement them effectively.

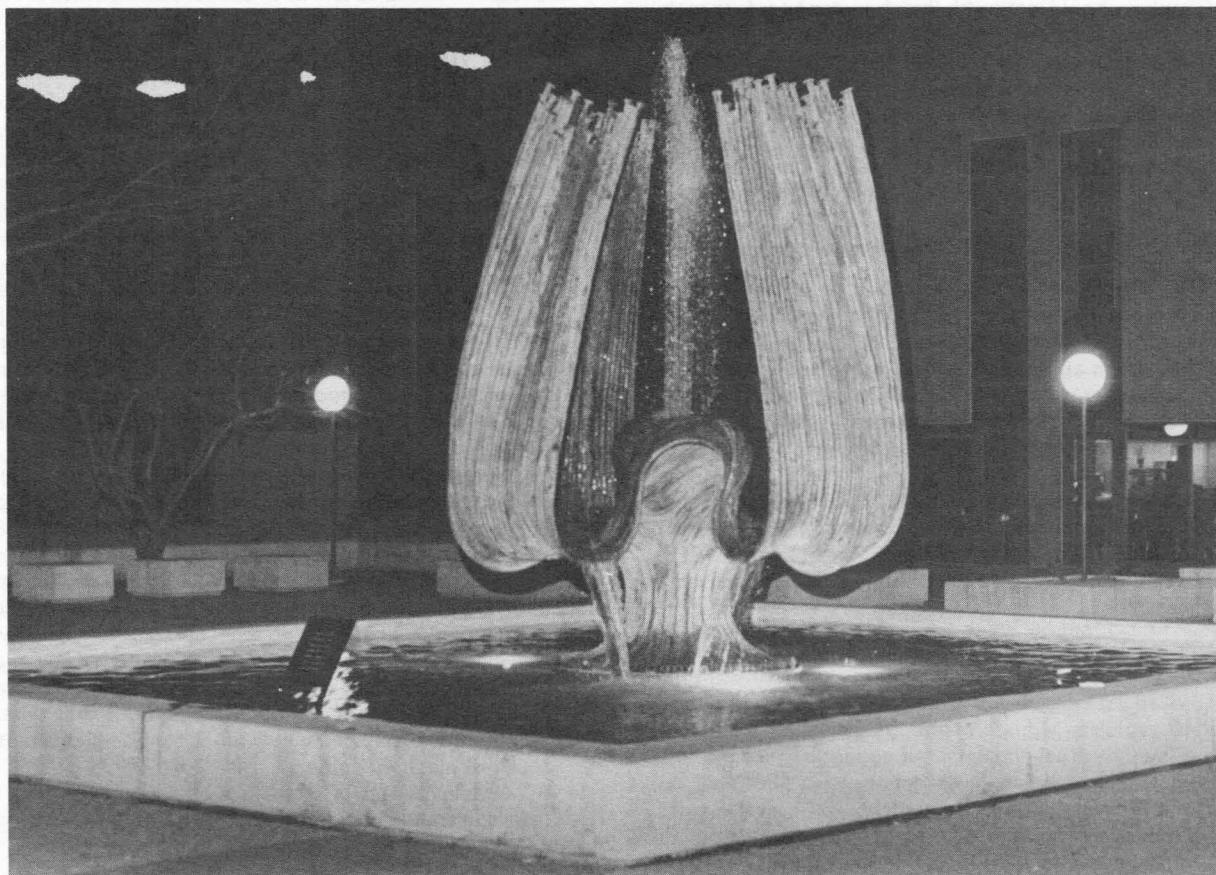
## Individual Members of Greek Chapters

Greek life offers a lifetime of friendships, associations, opportunities, and a bond of brother/sisterhood which can last forever. It is this bond that sets Greek organizations apart from others groups.

Fraternal organizations can provide many opportunities for promoting education, strengthening interpersonal skills, and experiencing leadership. In exchange for its many benefits, involvement in Greek life places certain obligations upon each individual:

1. To maintain good academic standing.
2. To support the chapter and the Greek system as a whole by active and responsible participation.
3. To wear Greek letters with pride and to act in a manner becoming to self, chapter, system, and University.
4. To honor the financial obligations assumed with membership.
5. To participate in intra-system events with fair play and in the spirit of good sportsmanship and Greek unity.
6. To become familiar with relevant chapter, system and University publications.
7. To offer ideas for the improvement of the Greek system.
8. To make every effort to develop individual potential.
9. To relate effectively and responsibly with other Greeks and the campus at large.
10. To continue active support of the Greek system and the University upon graduation.

Although the chapter is the primary focus of the individual's attention and commitment, members should show respect and concern for the Greek system and strive for Greek unity. Only through the contributions of each individual and each chapter can a positive future for the entire Greek system be expected. Strengthening the Greek system as a whole will strengthen everyone--chapters and individuals alike.





## Regulations for Use of University Facilities

The conduct of participants at an event sponsored by a recognized campus organization is the responsibility of the scheduling organization and its advisor.

Campus organizations are expected to use University property responsibly. Officers of the sponsoring organization as well as the individuals involved are responsible for any and all damages or violations of policy, ordinary wear and tear excepted. Accordingly, officers of the group and/or advisor(s) may request inspection of the premises by Public Safety personnel prior to and immediately following the use of the facility. Officers and advisors of the sponsoring organization are encouraged to accompany Public Safety personnel during inspection.

Any damage or violation of policy noted will be reported to the Office for Housing and Conference Services by Public Safety personnel. A complaint stating violation, damages, estimated cost of repair, etc., will be filed with the Coordinator of Judicial Affairs seeking payment for damages and loss of privilege to schedule facilities or other penalties deemed appropriate by the Coordinator of Judicial Affairs.

Organizations sponsoring pool parties in Gullickson Hall are required to hire one Marshall University Public Safety Officer. Organizations sponsoring events with an estimated attendance of 100 are required to hire two Marshall University Public Safety Officers. Exceptions to this policy may be granted if the organization's advisor or approved designee will be in attendance. One officer and the advisor/designee will be required in lieu of two officers. Arrangements and assignment of officers will be confirmed by the Assistant Director of Public Safety, (696)-6406. Officers are to be paid by the organization at a rate of \$9.00/hr for patrolmen and \$12.00/hr for supervisors.

The user must abide by all rules and regulations of Marshall University and the West Virginia Board of Regents as outlined in the **Marshall University Student Handbook** and/or the **Greenbook**.

Neither Marshall University nor the West Virginia Board of Regents shall be responsible for any loss of or damage to equipment or property of the organization, its members, or patrons. Any equipment of the user remaining on the premises for more than ten (10) days shall be considered abandoned and may be disposed of by the Manager of Housing and Conference Services as he deems advisable unless prior arrangements have been made in writing.

No signs are to be posted upon University premises without prior written approval of the Housing and Conference Services Manager. Materials such as nails, hooks, adhesive fasteners, tacks or screws are prohibited. The Housing and Conference Services Manager has the right to refuse permission to use any materials, devices or procedures which might cause injury or bodily harm.

The use of lighted tobacco is restricted to corridors and other designated areas. Alcohol beverages or illegal substances are strictly forbidden.

Campus organizations using the University pools must provide one (1) lifeguard for each thirty-five (35) participants. Lifeguards may be hired by contacting the Intramural Office in HC 2017. Lifeguards are paid the current minimum wage by the using organization. Members or friends of the organization may act as lifeguards provided they present a valid lifesaving certificate to the Housing and Conference Services Manager forty-eight (48) hours prior to the scheduled use of the pool.

Persons running on or crossing over the Marshall University Track shall wear regular track shoes with a spike less than one quarter ( $\frac{1}{4}$ ) inch. The only other shoes permitted on the track will be flat running shoes or standard basketball or tennis shoes. Joggers are required to run on the outside lanes of the track to eliminate wear on the track. Under no circumstances shall persons using the track eat, smoke, chew, or drink on the track surface.

No parties using Marshall University facilities shall discriminate against any citizen of the U.S.A. or any person within the jurisdiction thereof, on the grounds of race, color, national origin, religion, sex, or handicap.

## Use of Marshall Facilities by Campus Organizations

Recognized campus organizations may reserve the following facilities by contacting the Housing and Conference Services Manager (OM 213, (696)-3125):

### Gullickson Hall

Main Gym (124)  
Handball/Gymnastics Room (210)  
Pool  
Locker Room

### Henderson Center

Arena  
Natatorium  
Handball Courts

### Classrooms

Available for meeting space.

### Outdoor Facilities

Memorial Track and Field  
Gullickson Intramural Field  
Tennis Courts  
Memorial Student Center Plaza  
Fairfield Stadium — Daylight Hours Only  
(Night use requires \$300 utility fee for lights)

### Auditoria

Old Main Auditorium  
Smith Recital Hall  
Smith Hall 154  
Science Hall Auditorium  
Corbly Hall 105



# Guidelines for Organizations

## Procedures

### For Application, Renewal, and Fund-Raising Marshall University Organizations

Anyone interested in having a group officially recognized by the university is to do so through the Office of Student Activities and Organizations in the Memorial Student Center on the campus.

### Requirements for New Student Organization Recognition

In order to aid new organizations in reaching their fullest potential and assuring a successful foundation, the following requirements must be met by the petitioning organization. After all these requirements have been fulfilled, then the group will be given full organizational status.

#### Step I — Provisional Status

During the semester of petitioning for recognition, the following must occur:

1. The organization's constitution and officer list must be turned in to the Office of Student Activities and Organizations, MSC 2W38.
2. The non-discrimination and no-hazing statements must be read to the group and signed by president and advisor.
3. The organization President must schedule a conference with a staff member of the Office of Student Activities and Organizations, MSC 2W38.
4. Must have a faculty or staff organization advisor.

#### Step II — Full Status

After the above conditions have been met and approval has been given by the Student Conduct and Welfare Committee, provisional recognition will be granted. This means an organization will have the following semester to meet the remaining requirements to be granted full status recognition.

1. The organization's advisor must attend an advisor's workshop held by the Office of Student Activities and Organizations, or meet with a professional staff person of the Office of Student Activities and Organizations.
2. The President must attend at least one leadership workshop held on campus or discuss an alternative, such as a district or national leadership conference, with a staff member of the Activities office.
3. The goals and objectives of the organization for the first year must be specified in writing.
4. There must be a leadership workshop or seminar for the organization scheduled. The Office of Student Activities and Organizations will be glad to conduct the workshop or recommend facilitators.
5. For the purpose of avoiding scheduling conflicts, and assisting with promotion and publicity, all service projects and fund-raising projects are to be registered in the Student Life Office.

Should the organization fail to fulfill these requirements, then the provisional status may continue for one semester, but loss of services or privileges may result. If, after one year, all requirements have not been fulfilled, then the organization will cease to be recognized.

Once these materials are received in the Office of Student Activities and Organizations, a final decision will be made regarding the status of the prospective organization. One of the primary benefits to the recognized organizations is the free publicity granted in the various University publications, and the right to use the Marshall University name in conjunction with the organization. Each recognized organization may use the Organizations Workroom, MSC 2W29, which also houses the mailboxes for all groups. Additionally, recognized organizations may be eligible for receipt of University or Student Government funding for worth-while projects.

### Re-Recognition...

By the first Friday of October, all recognized student organizations from the previous academic year are required to file a report which must include:

1. List of current officers, their student I.D. numbers, and local addresses, and telephone numbers.
2. Name and signature of advisor.
3. Documentation of declaration of non-discrimination, and anti-hazing statements have been read to the membership.
4. Any changes in the original constitution not yet approved by the Student Conduct and Welfare Committee.

Forms to facilitate the above can be obtained from the Student Activities Office, Room 2W38 on the second level of the Memorial Student Center.

### Non-Discrimination in Membership Selection

"Every student organization recognized by Marshall University is expected to be free to select its membership upon the basis of individual merit without regard to race, sex, religion, age, sexual orientation or national origin. The stipulation also extends to those individuals who may have a psychological or physical handicap. This policy applies to all student organizations recognized by Marshall University with the exception of those organizations specifically exempted by virtue of Sec. 804(b) of the Higher Education Act of 1965. Signature of the president and advisor on the lines indicated verifies receipt and comprehension of the above statement. Marshall University reserves the right to consider withdrawal of recognition to any organization found, in due process, to be in violation of said policy."

### Fund-Raising

Any recognized organization must file written intent to conduct a fund-raising project with the Office of Student Life two (2) weeks **PRIOR** to the date of the function. This requirement exists so that the Office of Student Life and other organizations can avoid schedule conflicts which might damage their fund-raising efforts, and to insure the legality of the fund-raising activity. The projects must be registered whether the activity takes place on or off campus. The application may be picked up at the Student Life Office, 2W31 of the Memorial Student Center.

**SECTION**  
**FIVE**

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**Academic  
Life**



This section is meant to be a handy reference for answering common questions concerning academic matters. For more detailed information, consult the University Catalog.

## Grades and Quality Points

The following system of grades and quality points is used within the institution:

- A** For superior performance. Four quality points are earned for each semester hour with a grade of A.
- B** For performance distinctly above the average in quality. Three quality points are earned for each semester hour with a grade of B.
- C** For performance that is of average quality. Two quality points are earned for each semester hour with a grade of C.
- D** For performance of below-average quality. One quality point is earned for each semester hour with a grade of D.
- F** Failure, given for unsatisfactory work. No quality points.
- W** Withdrawn on or before the eighth Friday after the first class day of the regular semester or the third Friday after the first class day of a summer term. Not considered in determining the quality point average.
- WP** Withdrawn passing after the eighth Friday of a regular semester or the third Friday of a summer term. Not considered in determining the quality point average.
- WF** Withdrawn failing after the eighth Friday of a regular semester or the third Friday of a summer term. It carries no quality points and is used in determining the quality point average.
- I** An I grade (incomplete) is given to students who do not complete course requirements because of illness or some other valid reason. The student has the responsibility of completing the work within the period defined by the instructor, not to exceed twelve calendar months from date of receipt of the Incomplete. If the work is completed satisfactorily, one of the four passing marks will be awarded. If the work is unsatisfactory or the student fails to complete the work within the twelve-month period, an F or failure grade will be recorded. If the student originally enrolled in the course under the credit/non-credit option, the removal will be under the same option. An incomplete grade may be also removed by repeating the course within the twelve month period.
- CR/NC** Recorded as CR (for satisfactory performance) or NC (for unsatisfactory performance) for courses elected for the credit/non-credit option, or for courses designated by the department chairperson for credit/non-credit grading. CR and NC are not considered in determining quality point average.
- IW** Irregular Withdrawal grade assigned to student who has **never** attended a class, although properly registered. The IW grade is not considered in determining quality point average.

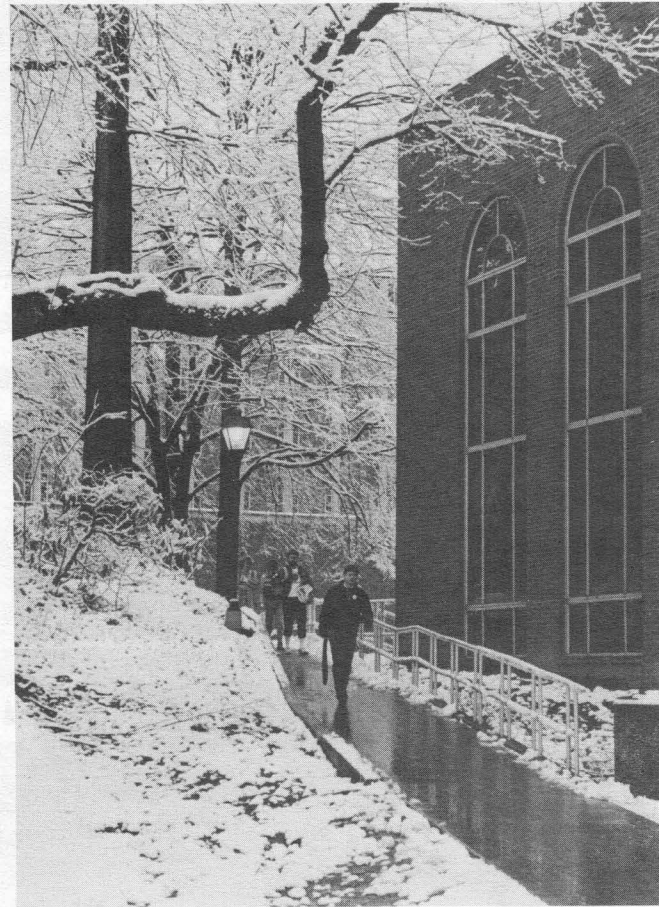
## Credit/Non-Credit Option

An Undergraduate student may elect to present a maximum of 18 semester hours of credit on a credit/non-credit basis towards fulfillment of requirements of a baccalaureate degree. The decision to take a course on this basis must be made during registration and may not be changed after the end of the registration period. Courses taken on a credit/non-credit basis must be in areas other than the student's major area or teaching specialization.

If a student decides to change his major after taking a course credit/non-credit, and that course then becomes a part of his major, the letter grade turned in by the instructor will be inserted in the permanent record and will be included in the computation of the grade point average. Courses taken on a credit/non-credit basis will be counted for credit the same as any other course. A credit/non-credit grade, recorded as CR or NC, will not be counted in computing the student's grade point average ratio. A course that has been taken on a credit/non-credit basis in which the grade NC was awarded may be repeated on a credit/non-credit basis or on a regular grade basis.

Effective with the 1984 fall semester, a letter grade of C or better must be achieved to receive a CR grade. For the letter grades of D or F, an NC will be recorded.

Some departments and colleges have special regulations regarding CR/NC. The student is advised to consult with the dean of the college and/or the department chairman prior to registration for CR/NC courses.



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# Refunds/Withdrawal

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## Refund of Fees

### I. Withdrawal from the university.

#### A. Enrollment fee:

Tuition, Registration, Higher Education Resources Fees, Faculty Improvement Fee, Activity Fees. Students who withdraw from the university according to regular procedures may have a refund on enrollment fees in accordance with the following schedule:

#### First Regular Semester

|  |            |
|--|------------|
| 1st Period of Refunds                        |            |
| August 25-29, September 2-5, 8, 1986         | 90%        |
| 2nd Period of Refunds                        |            |
| September 9-12, 15-19, 22, 1986              | 70%        |
| 3rd Period of Refunds                        |            |
| September 23-26, 29-30, October 1-3, 6, 1986 | 50%        |
| After October 6, 1986                        | No Refunds |

#### Second Regular Semester

|                                   |           |
|-----------------------------------|-----------|
| 1st Period of Refunds             |           |
| January 12-16, 19-23, 1987        | 90%       |
| 2nd Period of Refunds             |           |
| January 26-30, February 2-6, 1987 | 70%       |
| 3rd Period of Refunds             |           |
| February 9-13, 16-20, 1987        | 50%       |
| After February 20, 1987           | No Refund |

All refunds are to be calculated from the first day of regular registration of a given semester or term. Every student who registers incurs a financial obligation. Refund checks are mailed within a four-week period after the withdrawal date.

#### B. Residence Hall Living Expenses

Board and room costs in university residence halls range from approximately \$1,000 to \$1,500 per semester, depending on the facility and meal plan selected.

#### Payments:

The housing payment is due IN FULL not later than August 1st. There will be NO EXCEPTIONS to this policy. Students who have not completed payment by August 1st will automatically forfeit their room reservations. Invoices are due once each semester.

#### Deposits:

A refundable \$25 damage deposit is required of each resident. All or part of this deposit is refunded to the student upon permanent separation from University Housing. To request the refund, each resident must complete a "Damage Deposit Request."

#### Cancellations and Refunds:

1. **Room Deposit.** The \$50.00 room reservation deposit is non-refundable after July 1 under any circumstances.
2. **Withdrawal and Refunds.** Voluntary withdrawal from the university and in turn housing and food service on or before the first Friday following official date on which housing becomes available of any semester will result in the forfeiture of an amount equal to the payment for that semester's room rental plus one week's board. Withdrawal after the first Friday of any term will result in the forfeiture of all monies paid for housing. A prorated refund will be processed for the unused portion of the board plan. A student whose residence is terminated automatically forfeits all monies paid or due for that semester. Students who are denied admission, declared academically ineligible to return, or are unable to return for medical reasons will be refunded on a prorated basis.
3. **Cancellation of Housing Contract.** In no event will a student be released from the housing contract for the succeeding semester, whether in attendance or not, unless written notice is delivered to the Office of Housing and Conference Services no later than the last official class day of the preceding semester or summer term. Any attempt to cancel the housing contract will be void and of no effect unless the student remains absent from and receives no credit for one academic semester, subject to written notice by the student.

### II. Cancellation of Class

When it becomes necessary to cancel a class by administrative and/or faculty action, a student is granted a full refund of the fee for the class canceled unless he registers in another course of like value in terms of semester hours. This action does not apply to withdrawals due to disciplinary action or withdrawals due to nonpayment of fees or obligations.

### III. Food Service Plans

Refunds, when applicable, will be prorated on the basis of a full week of 15 or 19 meals and not on the total number of meals remaining on the meal plan for the semester.

### IV. Special Fee Refunds

The student activity fee is not refundable unless the activity card is returned to the Office of Business Affairs on the date of withdrawal.

### V. Late fees are nonrefundable.



## Refunds/Withdrawal for Health Reasons

The university, through the Office of the Dean of Student Affairs, reserves the right to request a complete mental and/or physical examination of any student who may be, in the opinion of a university-designated physician and/or the Associate Dean of Student Affairs, endangering himself or other members of the university community through his or her continued membership in the university community. If such an examination is deemed necessary, the student will be referred to the appropriate health officials. The university will then act upon their recommendation with regard to the student's continuation at Marshall University.

If such an evaluation supports or indicates a recommendation for a withdrawal from the university, the appropriate student affairs office will facilitate a medical withdrawal without academic penalty. Fees will be refunded in accordance with university policy. In the event that the student declines the opportunity for such an evaluation, a withdrawal for medical reasons may be unilaterally effected by the university.

A decision to withdraw may be appealed through the Dean of Student Affairs.

## Mandatory Withdrawal for Medical Reasons

### Standards for Withdrawal

1. A student will be subject to a mandatory medical withdrawal if it is determined that the student is endangering himself or other members of the university community by his/her continued membership in the university community.
2. Through an approved designee, the Vice President/Dean of Student Affairs reserves the right to request a complete mental or physical evaluation if it is reasonably believed that said student behavior or health habits warrants it.
3. The student shall be referred to the appropriate health physician and a written document of evaluation and recommendations will be requested and forwarded to the university designee. The university will then act upon the evaluation and recommendations with regard to students continuation at Marshall University.
4. If evaluation supports or indicates a recommendation for a medical withdrawal from the University, the appropriate Student Affairs office will facilitate the withdrawal.
5. Students will be accorded an informal hearing before the Vice President/Dean of Student Affairs or a designee to obtain an understanding of the evaluation and rationale for the mandatory withdrawal.
6. In the event that the student declines the opportunity for such an evaluation, a withdrawal for medical reasons may be unilaterally effected by the University.
7. Withdrawal for medical reason will be done without academic penalty to student. Fees will be refunded in accordance with University policy.
8. A decision to withdraw may be appealed to the Student Conduct and Welfare Committee.

### Irregular Withdrawal

A student who has registered for a class and has never attended it shall receive a grade of "IW" (Irregular Withdrawal). The "IW" grade is not considered in determining the student's quality point average.

## Withdrawal Regulations

### Official withdrawal from courses or from the University

A student desiring to withdraw from the University must contact the Office of the Registrar. Application for withdrawal from the University must be made in person or by mail. At the time of withdrawal from the University, the student relinquishes unused meal cards, activity card and student I.D. Card. The Finance Office will determine any financial refunds due to the student which will be transmitted by check. The student's I.D. Card will be deposited in the Office of the Registrar. If the student decides to attend a subsequent semester or summer term, the I.D. Card may be picked up by the student one week prior to regular registration.

1. A student withdrawing from class on or before the eighth Friday after the first class day of the regular semester will receive a grade of "W." During the summer session the "W" period ends on the third Friday after the first day of class. For eight-week courses and other courses of varying lengths, the "W" period ends on the Friday immediately following the midpoint in the course. Students withdrawing after the "W" period will receive a "WF" or "WP."
2. A "W" grade or a "WP" (withdrew passing) grade will have no bearing on the student's grade point average. A "WF" (withdrew failing) will be the equivalent of an "F" grade.
3. Any student contemplating dropping a particular course will be informed of his/her standing in that course to date, no later than the last class day prior to the "W" deadline. The Registrar will accept and process drop forms after they have been signed by the appropriate instructor and the student's present status has been indicated.
4. Dropping one or more courses or officially withdrawing from the university after the "W" deadline date will be approved only through personal conference with the student's academic dean. The Registrar will accept and process requests during this period only from the office of the academic dean. Grades reported for drops and withdrawals during this period are defined in Paragraph 1.
5. Students who drop courses without approval, or who do not follow regulations, receive a grade of "F" at the end of the semester or summer term.
6. The last scheduled day of classes is the final date for dropping or withdrawing.
7. Men and women called to active duty in the armed services of the United States of America shall be granted full refund of fees, but not credit, if the call comes before the end of the first three-fourths of the semester or term, and full credit, but no refund of fees shall be granted, if the call comes thereafter; provided, however, that credit as described above will be granted only in those courses in which the student is maintaining a passing mark at the time of departure to military service. The term "called to active duty" is herein defined as being called to active duty as the result of the federal activation of a total reserve component or National Guard unit of which the student is a bonafide member. Such reserve components and guard units are defined as company strength and above. The final passing grades for three-fourths of a semester or more are to be shown on the student's permanent record card.



## Steps in Grade Appeal

Steps outlined in this grade procedure must be followed.

1. The student should first have a discussion with the course instructor to determine whether the grade recorded in the Registrar's Office is correct or to attempt a resolution. The initial appeal must be within 30 days of the mailing of grades from the Registrar's Office.
2. If the procedure in Step 1 does not have a mutually satisfactory result, either party may appeal in writing to the Department Chairperson within 10 work days after the initial appeal. The Department Chairperson will attempt to mediate the issue at the department level.
3. Should the problem not be resolved at the Department level, either party may appeal in writing to the Dean of the College in which the course is offered within 10 days of the action taken in Step 2. The dean will attempt to achieve a mutually satisfactory resolution.
4. Should the problem not be resolved at the College level either party may appeal in writing within 10 days of the action taken in Step 3 to the Chairperson of the Academic Planning and Standards Committee who shall refer the matter to the University Academic Appeals Board for resolution.
5. Should the student or the instructor be dissatisfied with the determination of the Academic Appeals Board then either party may file an appeal with the Vice President of Academic Affairs within 30 days from their receipt of the decision of the Board. The decision of the Vice-President of Academic Affairs shall be final.

## Graduate School

The Graduate School offers 40 master's programs and two cooperative doctoral programs. Students who complete their baccalaureate degree at Marshall may be admitted to the Graduate School, but must make a separate application and submit a Marshall transcript. Honor students are encouraged to take graduate courses during their senior year, but any senior with a superior record may request permission to do so. A request form is available from the Graduate School Office, Old Main 113.



1. The first part of the paper discusses the importance of the study and the objectives of the research. It also provides a brief overview of the methodology used in the study.



2. The second part of the paper presents the results of the study, including a detailed analysis of the data collected. It discusses the findings and their implications for the field of study.

3. The third part of the paper discusses the conclusions drawn from the study and offers suggestions for future research. It also includes a list of references and an appendix with additional data or figures.

SECTION  
**SIX**

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**University  
Policies**



## Attendance

A student should recognize that one of the most vital aspects of a college experience is attendance and participation in classes and that the value of this academic experience cannot be fully measured by testing procedures alone.

The members of the student body are considered sufficiently mature to appreciate the necessity of regular attendance, to accept this personal responsibility and to demonstrate the kind of self-discipline essential for such performance.

It is the responsibility of each individual instructor to evaluate the importance of student class attendance. Accordingly, each instructor at the beginning of each semester prepares a written statement setting forth his policy for consideration of unexcused absences, make-up examinations and related matters which shall be in force for the semester. The statement is filed with the chairman of the department and a statement of policy on attendance appropriate to each class is read at the first class meeting. In cases where marked violations of class attendance policy occur, the instructor may notify the dean so that every effort can be made to find and counsel the student whose academic prospects are being jeopardized by non-attendance.

Absences such as those resulting from illness, death in the family, or institutional activities (those approved by the academic deans, such as debate, artistic performances and athletics) are to be excused when a student reports and verifies them to the instructor. For such excused absences the student should not be penalized.

## Campus Disturbances

The President or his designated representative will adjudge whether the activity in question is one for which an institutional response is in order.

The individuals participating in an illicit or unacceptable activity will be notified by an authorized university official that their actions are illicit and/or unacceptable. Such a notification will specifically cite the regulation and/or statutes being violated. The individuals participating will be requested to disband and desist in their actions. If the opportunity to disband and desist the illicit or unacceptable activity is not heeded, the university official will order the individuals to disband and desist, and will indicate clearly that a refusal to heed the order will result in disciplinary action.

Disciplinary proceedings will be instituted by the Coordinator of Judicial Affairs only when there has been a violation of institutional regulations. Disciplinary proceedings pertaining to disruptive picketing, protesting, or demonstrations will follow normal disciplinary procedures unless the number of students involved is too numerous to be handled in a reasonable length of time. In these instances the Marshall Judicial Board, made up of students and faculty, handles any disciplinary action. The decision of the Marshall Judicial Board and/or subcommittees is then referred to the President as a recommendation. Disposition of this recommendation is through the President. Execution of disciplinary action is by the President or his designee. In other cases, appeal may be taken to the President, or his designee, within 10 days, in which case such appeal shall be solely on the record of the proceedings before the committee. If the President, or his designee, or the Vice President/Dean of Student Affairs believes that the continued campus presence of a participant could well prove detrimental to others, he may suspend the participant from the university, provided that a hearing is held within 72 hours of the decision to suspend.

## Emergency Action

Emergency action is a special category that may be used by the President or his designee upon special occasions in which he has the authority to impose the sanction, *inter alia*, of suspension to a student or group of students from school or from a residence hall who act or refuse to act, the result of which conduct is to interfere with the rights of others and which conduct is nonpeaceful or is disruptive or which conduct constitutes a danger to health, safety or property of others or his/herself provided that a hearing is held within 72 hours of the decision.

## Pending Charges

During the period charges are pending, a student under charges, unless suspended, or when his/her continued participation or presence would serve to disrupt the purpose of the university, shall continue to have the rights and privileges accorded other students. However, grades, records transcripts or diplomas shall be withheld pending determination of the charges.

## Administrative Action

The university has the authority to compel reimbursement for damage to University property or personal property of other students, faculty and staff.



# Marshall University Grievance Procedure

## Section I. Purpose

The purpose of this procedure is to provide all students with a systematic policy for the resolution of grievances which may arise with a functioning unit and/or policy of the university except those matters pertaining to student discipline and academic affairs. Procedures for student disciplinary and academic affairs are outlined in the Board of Regents' Policy Bulletin 57 and 60, and in this book on pages 13-22.

## Section II. Rationale

Good student relations are maintained, effective services to students from all functioning campus units are enhanced, and all affected parties of the Marshall University community are better served when sincere efforts of students, faculty, and staff are exerted toward constructive solutions to problems that may occur. The intent of this procedure is to provide a simple and easily understood process for solving problems at the lowest possible administrative level, as fairly and as expeditiously as possible.

## Section III. Definitions

- A. **Grievance** - A formal expression from a student expressing a circumstance which he/she feels resulted in unjust or injurious treatment from a functioning unit of Marshall University. Such circumstances may include, but are not limited to, a misapplication, or a misinterpretation of the statutes, policies, rules, regulations, or written agreements that are part of the functioning procedure of the university.
- B. **Functioning Unit** - The various administrative areas, departments, and/or offices within the university under the jurisdiction of the President; Provost; Vice-President for Administration; Vice-President for Financial Affairs; Vice-President/Dean of School of Medicine and the Director of Athletics.
- C. **Jurisdiction** - Refers to the areas of authority in relation to the student's right to be heard in the solution of problems in all matters except discipline and academics.
- D. **Grievance Panel** - Permanent sub-committee of the Student Conduct and Welfare Committee composed of two faculty members (one of whom must be a member of the Student Conduct and Welfare Committee) and one student appointed by the Chairman of the Student Conduct and Welfare Committee.
- E. **Grievant** - Any student who has a grievance as defined in Section III, Paragraph A.
- F. **Student** - Any person who has been admitted to an institution to pursue a course of study, research, or service and who has not been graduated or dismissed from such a course and who has some right or privilege to be on the campus or in the facilities of the institution, or to use the same, in connection with study, research, or service, or who yet has some rights or privilege to receive some benefit or recognition or certification from the institution, under the rules, regulations, or policies of the Board of Regents or the institution.

## Section IV. Processing

- A. **Level I**
  - 1. File a Student Grievance Form with the Office of the Vice President/Dean of Student Affairs.
  - 2. Vice President or her designated representative attempts a resolution.

- B. **Level II**
  - 1. Student requests hearing with Grievance Panel.
  - 2. Grievance Panel does one of the following:
    - a. Denies hearing
    - b. Grants an interview with the student
    - c. Refers the student to the appropriate unit
    - d. Grants hearing.
- C. **Level III**
  - 1. Hearing by Grievance Panel.
  - 2. Grievance Panel files report with the administrative head of the functioning unit.
- D. **Level IV**

If the Grievant is dissatisfied with the action taken by the administrative head of the functioning unit pursuant to the recommendation of the Grievance Panel, he/she may file a written appeal with the President within three (3) working days following receipt of the decision of the administrative head of the functioning unit.

## Policy Statement on Sexual Harassment

- I. It is the policy of Marshall University that no member of the University community may sexually harass another. Sexual harassment is a violation of Title VII of the 1964 Civil Rights Act as Amended (section 1604.11 of EEOC's regulation on sexual discrimination of 1980) and Title IX of the Education Amendments of 1972.
- II. **Definition**

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Sexual harassment occurs when:

  - A. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education.
  - B. Submission to or rejection of such conduct is used as the basis for employment or academic decisions affecting that individual.
  - C. Such conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive working or educational environment.
- III. **Grievance Procedure**

Anyone who believes that she or he has been subjected to sexual harassment is encouraged to pursue the matter through the procedures described below. At his or her option, the grievant may choose to pursue only the informal procedure, only the formal procedure, or may seek resolution under the informal procedure first and then if unsatisfied, pursue the formal process.

  - A. **Sexual Harassment Grievance Body**

The Sexual Harassment Grievance Body is comprised of eighteen (18) individuals who have expressed interest in serving on sexual harassment grievance panels. Of the eighteen members, six shall be faculty members (selected by the Chair of University Council), six shall be students (selected by the Student Body President), and six shall be staff (selected by the President of Staff Council). All employees who are not faculty are considered staff for the purposes of this policy. Initially, two of the six members appointed by each of the above entities shall serve one year, two shall serve two years and two shall serve three years. Thereafter, all terms shall be for three years with a total of six members appointed each year, two by the President of University Council, two by the President of Staff Council, and two by the Student Body President. The names of the individual members of the Sexual Harassment Grievance Body are available from the Affirmative Action Office.



## B. Informal Procedure

A grievant may choose to present his or her claim informally to the accused by means of a third party. Although the grievant may choose any person to act as her or his representative, all members of the Sexual Harassment Grievance Body are available for informal resolution. The representative selected by the grievant will, at the request of the grievant, meet with the accused to attempt a resolution of the situation. In addition, the representative may assist the grievant in other attempts at informal resolution which are appropriate under the circumstances and act as a confidant and advisor.

If a member of the Sexual Harassment Grievance Body acts as a representative under this section, that member will be excluded from selection on the hearing panel under the formal procedure.

## C. Formal Procedure

The formal procedure is invoked by the filing of a written complaint with the Affirmative Action Office. The complaint shall be filed upon forms available from the office. A copy of the complaint will be delivered by the Affirmative Action Office upon the accused within a reasonable period of time.

A hearing panel consisting of a member from each of the three constituencies will be selected at random from the Sexual Harassment Grievance Body. Prior to the hearing, either grievant or accused may request that a panel member be excused for cause (bias, interest, relationship to one party, etc.). Any member excused shall be replaced by a person of the same constituency by random selection.

In the interest of timely resolution, the grievance shall be heard no later than twenty (20) working days after a formal complaint is delivered to the accused. In the event of extenuating circumstances as determined by the Affirmative Action Officer, this period may be extended as reasonable under the circumstances. Within a reasonable period of time after filing of the complaint, and in no event later than five (5) working days before the scheduled hearing, each party shall provide to the Affirmative Action Officer a list of witnesses. The Affirmative Action Officer will forward the list to the other party.

Within five (5) working days following the hearing date, the hearing panel shall submit a written recommendation as to guilt or innocence and appropriate sanction, if any, to one of the following:

- a. if the accused is a student, to the Vice President of Student Affairs or designee,
- b. if the accused is a faculty member, to the Vice President for Academic Affairs or designee, and
- c. if the accused is a staff member, to the Vice President to whom the staff member reports or designee.

The individual to whom the recommendation of the hearing panel is referred shall issue a decision based on the evidence presented within five (5) working days. The written decision of the hearing panel shall include the nature of the complaint, a summary of the relevant evidence, a recommendation of guilt or innocence, and a recommendation of an appropriate sanction, if any. Therefore, either party unsatisfied with the decision may appeal to the University President or designee within twenty (20) working days. The decision of the President shall be rendered within five (5) working days and shall be final.

## D. Election by Students, Faculty and Staff

The procedure outlined above may be elected by students, faculty or staff in lieu of other procedures established by the University, the Board of Regents, or the State. Election to pursue the procedures provided herein is binding.

## E. Statute of Limitations

Anyone who believes he or she has been sexually harassed must present a formal complaint within one (1) year of the alleged sexual harassment incident(s).

## IV. Dissemination

Deans, directors, and department heads will disseminate this policy to all faculty, staff, and students at Marshall University on a regular basis.

## Policy on Hazing

According to the policies of M.U., the National Interfraternity Council, the National Panhellenic Conference, and all other national organizations represented on our campus, hazing is not permitted and has no place in our student organizations. All acts of hazing by any organization, member or alumnus are specifically forbidden.

"Any action taken or situation created intentionally, whether on or off campus, to produce mental, emotional, or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations may include paddling in any form; creation of excessive fatigue, i.e., any activity which deprives a student of at least six continuous hours of sleep; physical and psychological shocks; inappropriate quests, i.e., stealing of items; treasure hunts, scavenger hunts, road trips, or any other such inappropriate activities carried on either on or off campus, or in a Greek house. Wearing publicly any apparel which is conspicuous and not normally in good taste, as defined by the proper hearing bodies; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; late work sessions which interfere with scholastic activities; or any other activities which are not consistent with fraternal law, ritual, or policies or regulations of national organizations or this educational institution. Any act which would degrade or otherwise compromise the dignity of the individual, including forced use and abuse of alcohol or drugs."

## Procedures:

All complaints and/or requests for definition of hazing are to be filed with one of the following two groups: for Greek groups the Greek Hearing Panel; for other groups, the Marshall University Judicial Board, through the Judicial Affairs Office. All cases of the Greek Hearing Panel are appealed to the campus Judicial Board. All cases decided by the Judicial Board are appealed to the Student Conduct and Welfare Committee, and finally to the president of the university.

## Policy on Solicitation

The term "Solicitation" is used to describe the sale of products or the seeking of funds, signatures, merchandise, services or supplies.

Commercial-for-profit solicitation is not permitted on University property except by contract with the West Virginia Board of Regents.

The sale of items or the solicitation of funds on University property by individuals or organizations is prohibited unless written permission in the form of a Fund-Raising Permit is obtained from the Student Life Office, MSC 2W31. All funds solicited must be solely for the use of the Student organization. Fund-Raising permits are issued for a maximum period of one week for a specific time and location on campus.



Recognized student organizations may solicit at reasonable times and places on University property and under reasonable conditions imposed by University officials charged with control of the areas provided such solicitations are not inconsistent with the educational purposes of the University. The organization must comply with facility usage and scheduling policies and arrangements for the solicitation of funds must be made with the supervisor of the building or campus area to be used. Space and time allocations for Residence Halls are made with the Head Resident of the building. When soliciting funds, the organization must have a copy of the Fund-Raising Permit present at all times. If an organization is conducting the solicitation, it must be identified at every location by means of a sign or announcement.

In determining reasonableness of the time, place and manner of the solicitation activity planned, Student Affairs staff and University officials charged with control of the areas where the activity is planned shall consider whether the proposed activity conflicts with regularly scheduled University activities or other scheduled events in the area. The effect of the activity on normal pedestrian and vehicular traffic, the availability of alternate facilities, and similar factors may also be considered in awarding fund-raising permits. Other reasonable time, place and manner conditions may be imposed as a pre-condition of conducting the activity (e.g., an applicant may be asked for information regarding the anticipated number of participants and spectators, security arrangements, and sanitary facilities).

## Policy on Sales and Solicitation in Residence Halls

The term "Solicitation" is used to describe the sale of products or the seeking of funds, signatures, merchandise, services, or supplies.

Commercial-for-profit solicitation is not permitted on University property except by contract with the West Virginia Board of Regents.

Residence hall students may not act as agents for business firms when this entails solicitations or the receiving of business offers, services, or goods in the hall. Residence hall rooms may not be used for business purposes of any nature.

Recognized student organizations may sell items within the residence halls under the following guidelines:

1. The organization must obtain a Fund-Raising Permit from the Residence Life Office, Twin Towers East Lobby, or the building Head Resident.
2. All funds solicited must be solely for the use of the Hall Government programming, or a portion donated to a charitable organization as defined by the Internal Revenue Service.
3. A representative of the organization must reserve commons areas space with the Head Resident of that building.
4. Solicitations must be restricted to commons areas. No door-to-door solicitation is permitted. Solicitation in the dining halls is restricted to entrance areas only.

Solicitation guidelines are for your protection. If you are contacted by any business and asked to act as an agent or participant in their sales promotion, you must refuse. Please report any problems to your Resident Advisor or Head Resident.

## Course Syllabi Policy

During the first two weeks of semester classes (3 days of summer term), the instructor must provide each student a copy of the course requirements which includes the following items: 1) attendance policy, 2) grading policy, 3) approximate dates for major projects and exams, and 4) a description of the general course content.

This policy may not apply to the following types of courses: thesis, seminar, special topics, problem report, independent study, field work, internships and medical clerkships.

Adopted by University Council, March 12, 1980; amended by Academic Planning and Standards Committee, April 10, 1980; approved by the President, May 5, 1980.

## Absences/Exams

Students are required to take all regular examinations. If a student attends a course throughout the semester and is absent from the final examination without permission, the instructor counts the examination as zero and reports the final grade of F. If the absence is the result of illness or some other valid reason beyond the control of the student the grade of I is reported, and the student may, upon application, take the examination at a later date. (See "Incomplete" under Grades and Quality Points.)

## Smoking

In accordance with local ordinances, smoking is prohibited in classrooms, laboratories, auditoriums, and theatre and dressing rooms. Classes and organizations meeting in the late afternoon or at night are not exempt from this regulation. Smoking is permitted in corridors.

## Policy for Marshall University Students with Confirmed HTLVIII Infection and/or AIDS

- I. Any student of Marshall University found to have HTLVIII virus infection and/or AIDS should be reported to the Director of Student Health.
- II. The Director of Student Health shall, within 48 hours of being notified, make arrangements for the person so identified to be seen by an Infectious Specialist or other designated physician.
- III. The patient has the option of voluntarily leaving the campus or submitting to an exam by the above-named physician to determine an infectivity to non-intimate contacts.
  - A. If the patient is determined to have an HTLVIII virus infection and not to be infective to non-intimate contacts, he/she may return to campus with follow-up visits with the designated physician no less often than every three months.
  - B. If patient is determined to have an HTLVIII infection and may be at risk of infecting non-intimate contacts, he/she will be quarantined from campus until such time as he/she is non-infective.
  - D. If the patient is found not to be HTLVIII positive no action is needed.

## Sign Policies

1. Signs on University property must clearly display the name of the sponsoring organization of the individual and the date of posting. The total area of the signs shall not exceed 700 square inches with a maximum diameter/width/or length not to exceed 30 inches.
2. In order to maintain the natural beauty of the campus and to preserve the quality of the buildings, trees, and shrubs, signs are to be displayed only on the bulletin boards provided for that purpose. Signs are not to be posted on the exterior or interior surfaces of buildings, doors, or windows. Signs are not to be posted on shrubs, utility poles, or sidewalks and can be posted on trees only if secured with string or tape (no nails).
3. Bulletin boards in classrooms are to be reserved for information pertaining to the instructional program. Administrative bulletin boards in departmental areas and in/or adjacent to University offices are reserved for the use of such departments and offices. These bulletin boards shall be under the control of the departments and instructional staff.
4. Organizations and individuals may post only one sign on the same bulletin board at the same time unless the additional sign pertains to a different event.
5. All signs posted on campus shall be in good taste. Any questions concerning this provision should be directed to the Director of Physical Plant Operations.
6. Individuals or organizations displaying signs are responsible for their removal the day after the event. If no expiration date is given, the sign must be removed one month after the day of posting.
7. Approval for displaying signs of non-University organizations must be secured through the Office of the Director of Physical Plant Operations.
8. Signs will be removed which violate these or other University regulations.
9. The student activity banners which are displayed on the balcony of the Memorial Student Center, the fraternity doors which are displayed during fraternity rush, and signs posted under regulations for student government elections, are specifically exempted from the size limitations and the restrictions of posting only on bulletin boards. These exemptions are given on the basis of the signs being in good taste and their repetitive use having been accepted prior to the implementation of this policy. It shall not imply waiver of the restriction against posting signs on painted surfaces nor prompt removal of such signs. Use of the banners, doors, and the student government election signs as exempted will be subject to review. Approval to use these signs as described does not negate the possible withdrawal of approval at a later date.
10. These policies pertain to the total University, and shall take precedence over any regulations formulated by constituencies of the University.

The enforcement of these policies shall be the responsibility of the Vice-President for Administration or his designees.

## Illegal Acts Committed Off-Campus

Off-campus, a violation of an ordinance or statute is a matter for adjudication between the student and civil authorities. The special authority of the university is to be asserted only when the institution's interests as an academic community are involved.

## Marshall University Alcohol/Beverage Marketing Policy

Alcohol/beverage marketing programs specifically targeted for students and/or held on campus should conform to the code of student conduct of Marshall University and should avoid demeaning sexual or discriminatory portrayal of individuals.

Promotion of beverage alcohol/beverage should not encourage any form of alcohol abuse nor should it place emphasis on quantity and frequency of use.

Beverage alcohol or beer (such as kegs or cases of beer) should not be provided as free prizes to individual students or campus organizations.

No uncontrolled sampling as part of campus marketing programs should be permitted and no sampling, or other promotional activities, should include "drinking contest."

Where controlled sampling is allowed by law and the institutional policy, it should be limited as to time and quantity. Principles of good hosting should be observed including availability of alternative beverages, food and planned programs. The consumption of beer, wine or distilled spirits should not be the sole purpose of any promotional activity.

Promotional activities should not be associated with otherwise existing campus events or programs without the prior knowledge and consent of appropriate institutional officials.

Display or availability of promotional materials should be determined in consultation with appropriate institutional officials.

Informational marketing programs should have educational value and subscribe to the philosophy of responsible and legal use of the products represented.

Beverage alcohol/beverage marketers should support campus alcohol education programs that encourage informed and responsible decisions about the use or non-use of beer, wine or distilled spirits.

If permitted, beverage alcohol/beverage advertising on campus or in institutional media, including that which promotes events as well as product advertising, should not portray drinking as a solution to personal or academic problems of students or necessary to social, sexual or academic success.

Advertising and other promotional campus activities should not associate alcohol/beverage with the performance of tasks that require skilled reactions such as the operation of motor vehicles or machinery.

Local off-campus promotional activities, primarily directed to students, should be developed in consultation with appropriate institutional officials.

Endorsed by the National Association of Student Personnel Association (NASPA), Boost Alcohol Association of College/University Housing Offices-I (ACHUO-I).

Approved: Student Conduct and Welfare Committee, 1984  
University President, 1984

## Animals on Campus

All animals must be under the direct command of their owner or handler at all times, that is, on a leash of no more than six (6) feet in length in their owner's hands. No animals are allowed in University buildings, except for seeing-eye dogs for the blind. A detailed statement of this policy is available from the Office of Student Life 2W31 MSC.

## Public Communications Policies

### Demonstrations & Mass Gatherings

The following special provisions apply to all rallies and/or demonstrations (subject to approval/revision by appropriate university committees):

1. Registration of a mass gathering must be made 48 hours prior to the event in the Student Life Office. The appropriate form must be filled out at that time. The purpose of the proposed rally or demonstration and the route of all moving demonstrations, rallies or parades must be discussed and approved in advance by the Student Life Office.
2. Reservations for space use must be confirmed with the appropriate University Department.
3. University Security must be notified 48 hours in advance.
4. Rallies may not obstruct or disrupt any legitimate function of the University. These include research, teaching, administrative, public service or other authorized functions, activities or programs.
5. Rallies may not obstruct the free flow of pedestrian or vehicular traffic.
6. In all instances, those holding rallies and demonstrations are responsible for making the necessary provisions to maintain the peaceful demeanor of the rally.
7. The student officer in charge will be responsible for making the necessary arrangements with other officers and personnel on campus as directed by the Student Life office.
8. Individuals participating in demonstrations are reminded that they are responsible to local, state and federal laws as well as University regulations concerning demonstrations and assembly.
9. Unlawful conduct may warrant strict disciplinary actions as described in the Marshall University Code of Conduct.
10. Any demonstrations or mass gatherings off campus must go through appropriate municipal offices.

### Posting of Information

#### A. Posting on Bulletin Boards

1. Student Activity bulletin boards are reserved for use by recognized student organizations, Marshall Artists Series, University students and Personnel. Any poster which fulfills the following requirements may be considered approved and then posted for the specified period of time.
  - a. The name of the recognized student organization sponsoring the poster must be clearly visible.
  - b. The date of the event advertised or a date at which the poster is considered to have fulfilled the function must be included. Any poster not fulfilling these requirements will be removed from the bulletin board by a member of the staff.
  - c. Legitimate posters are to be removed the day following the event by the person or persons who put up the poster. Failure to comply with regulations will result in loss of posting privileges.

2. In residence halls, in order to put up posters, permission must be received from the Head Resident of the Hall, and the rules and regulations of that Hall must be observed.
3. Departmental boards are clearly marked as such and no material is to be posted thereon except at the direction of the chairman of the department concerned.
4. In order to maintain the natural beauty of the campus and to preserve the quality of the buildings, trees, and shrubs, there shall be no posting of notices on any buildings, telephone poles on the campus or sidewalks. Posting on trees is acceptable only if string or tape is used (no nails).
5. Posting is not permitted on woodwork, doors, windows, walls, or bulletin board frames or painted surfaces.
6. In accordance with the State Fire Marshall's regulations, all posting within 30 inches from any light fixture must be of fireproof materials. For this reason, no poster, promotional materials or decorations may be suspended from any light fixture.
7. There shall be no signs or promotional materials stretched across the corridors of buildings, on the outside of buildings, or between structures unless by special permission, arranged through the Student Activities Office.
8. Special provisions can be made for displaying posters during Student Government elections or other all-campus referenda through the Student Activities Office.
9. Courtesy and respect for the freedom of expression by others dictate that posters are not to be marked on, destroyed, or removed. Anyone discovered defacing posters will be subject to disciplinary action under the Code of Student Conduct.
10. Off-campus groups must receive permission from the Student Life Office before posting any signs or posters on campus. If approval is not received, such material will be removed.
11. Masking tape may only be used on unpainted cement or metal surfaces, because it damages wooden and painted surfaces.

#### B. Banners

The Student Activities Committees and the Marshall Artists Series have blanket permission to post banners on the Memorial Student Center balcony. Other groups may request permission for posting banners through the Student Center's manager's office.

Requests must be made at least two weeks in advance since requests are forwarded to Student Center Governing Board.

### Newspapers, Handbills, Flyers & Printed Materials

1. Handbills or flyers may not be placed on car windshields.
2. The University reserves the right to regulate locations on campus where handbills and flyers may be distributed. In general, they may not be distributed:
  - a. Outside buildings where normal traffic flow may be impeded;
  - b. Inside buildings and offices, except from reserved tables.
3. Individuals or groups distributing handbills or flyers are responsible for their content.
4. The sponsoring individual or group must be clearly identified on the flyer or handbill.



5. Any off-campus group that wishes to distribute handbills or flyers on campus must receive permission from the Student Life Office 48 hours in advance. Campus Security will be notified of approval. The group must also pick up an "approval card" from the Office that will indicate the dates that distribution will be allowed on campus. This card must be shown to Campus Security or any University official upon request.
6. Materials may not be stuffed in residence hall mail boxes; nor may they be distributed in the residence halls without approval of the individual hall governments.

## **Speaker Bans**

Students should be allowed to invite and to hear any person of their choosing. These routine procedures required by the University, before a guest speaker is invited to appear on campus, are designed only to insure that there is orderly scheduling of facilities and adequate preparation for the event, and that the occasion is conducted in a manner appropriate to an academic community. It should be made clear to the academic and larger community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed, either by the sponsoring group or the institution. The responsibility for the content and proper conduct of such meetings lies with the respective organization and its advisors.

1. Speakers are encouraged at Marshall University regardless of subjects to be discussed, background or past association of the speaker. Although the Office of Student Life encourages a wide variety of issues and topics, it does reserve the right to intercede if it feels a topic may be of such a volatile nature as to interfere with the goals and the nature of the University. If requested, groups must provide equal time for opposing points.
2. An outside speaker must be sponsored by a recognized student organization or University Department.
3. A recognized student organization which sponsors a speaker must:
  - a. Submit a request form to the Office of Student Life two weeks in advance. The form is to be signed by both the President and Advisor of the group.
  - b. Speakers must be accompanied by representatives of the sponsoring group at all sponsored activities.
  - c. If an outside agency or speaker is being sponsored at a table in the Student Center of Residence Halls, members of that sponsoring group must be present at the table.

## **POLICY STATEMENT: INTERNATIONAL STUDENTS MAJOR MEDICAL INSURANCE NON-IMMIGRANT STUDENTS**

1. Every non-immigrant student must show proof of having a current major medical insurance policy before being permitted to register each semester for any classes at Marshall University.
2. Proof of coverage shall be provided by the coordinator of International Students in the form of some written notification.
3. Before a non-immigrant student can be exempted from this policy, he/she must show proof of status adjustment to permanent resident.
4. Prior to registering students may secure information on insurance options from the Associate Dean for Student Affairs or the International Student Coordinator in Prichard Hall.

Adopted by Student Conduct and Welfare Committee, December 7, 1984; approved by the President, January 22, 1985.

SECTION  
**SEVEN**

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**Committees  
and Councils**

## Faculty/Student Committees

### Academic Planning and Standards

The Academic Planning and Standards Committee is composed of 12 faculty members, one student and ten ex-officio members of the administration. This committee initiates and considers plans for the academic development of the university, including development of standards of admission, requirements for graduation, and new curricula. Except as provided, the committee refers all affirmative actions to the faculty for approval. New course offerings are referred to this committee for disposition, subject to appeal to the faculty by ten members of the faculty within ten days of notification. The curriculum committees of the respective college jurisdiction shall have final authority in minor matters such as dropping a course and changing numbers, titles, and descriptions of the course, subject to appeal to the Academic Planning and Standards Committee. Grade appeals come to the committee for final resolution.

Composed of: 12 faculty, 10 administrators, 1 student.

### Athletic Committee

The Athletic Committee is composed of seven elected faculty members, three faculty ex-officio members, three ex-officio administrators, two students, one alumni representative, and a non-voting representative from Big Green. This committee considers policies relating to the development and maintenance of intercollegiate athletic programs in conformity with policies of NCAA, Southern Conference and Marshall University. It also considers eligibility of athletes, athletic budgets, and other such duties as the President of the University and/or the faculty may direct.

Composed of: 8 faculty, 4 staff, 2 students, alumni representative, and Big Green representative. Professor Olive Hager, Chairman.

### Commencement and Honorary Degrees

The Commencement and Honorary Degrees Committee is composed of five faculty members, one student, and two ex-officio representatives of the administration. The committee is concerned with matters relating to the commencement activities and selection of candidates for honorary degrees and it advises the President in matters pertaining thereto.

Composed of: 5 faculty, 2 staff, 1 student. Professor Frank Riddle, Chairman.

### Budget and Appropriations

The committee shall serve in an advisory capacity in the development of the university budget and in the appropriations designated to units in the budget. It shall consider policy matters that determine the budget and its expenditure and review the annual budget of the university to assure its general conformity with short-range and long-range priorities of the university and expressions of policy. It shall report instances of noncompliance of the budget with existing priorities or policies and any other allocations which in the committee's opinion are not in the best interest of the university.

The committee shall consist of two members elected by the faculty of each college or school, except that when faculty membership of a college or school is less than half the average of the two most numerous colleges combined, only one member shall be elected. One student shall be appointed by the Student Government. Nonvoting ex officio members shall be the Provost, the Vice President for Administration. Professor Sharon Ambrose, Chairman.

## Financial Aid Advisory Committee

The Financial Aid Advisory Committee, a subcommittee of the Student Conduct and Welfare Committee, reviews and recommends changes in the policies governing Marshall's student financial aid programs. The Committee advises the Director of Financial Aid on matters pertaining to the administration of these programs and also serves as the body granting and terminating financial aid received by athletes.

Composed of: 1 faculty, 3 staff, 2 students. Dr. Carole Vickers, Chairman.

## Physical Facilities and Planning

The Physical Facilities and Planning Committee is composed of eleven faculty members, two students, and three ex-officio representatives of the Administration. The committee considers policies relating both to the maintenance, utilization, and improvement of existing facilities; and to planning for existing and anticipated needs, including priority of major capital improvement. It prepares a long-range plan for campus development and recommends allocation of space, campus involvements, and campus traffic regulations.

Composed of: 11 faculty, 3 staff, 2 students. Dr. Ken Ambrose, Chairman.

## Publications and Public Relations

The Publications and Public Relations Committee is composed of five faculty members, two students, and two ex-officio representatives of the administration. This committee deals with policies relating to University and student publications and matters concerning public relations. It is responsible for seeing that all publications are in good taste and of good quality. It also recommends budgets for student publications and University Theatre after hearing requests from the editors and advisors. The committee deals with other appropriate matters concerning publications and University Theatre as occasions arise.

Composed of: 5 faculty, 2 staff, and 2 students. Dr. Donna J. Spindel, Chairperson.

## Student Conduct and Welfare

The Student Conduct and Welfare Committee is composed of eight faculty members, six students, the Dean of Student Affairs and the Associate Dean of Student Affairs. This committee considers policies relating to the coordination and regulation of student organizations, student social events, and other student activities: non-academic conduct of students' advisory and counseling programs; health services; and financial aid through loans and scholarships. It recommends policies governing non-academic conduct and student housing academic conduct. The committee develops policies governing the counseling and orientation programs. A main objective is to promote desirable relations between the faculty and the student body.

Composed of: nine faculty, two staff, seven students. Dr. Joseph Stone, Chairman.

## Faculty/Student Councils

### Graduate Council

The Graduate Council is composed of ten elected faculty, three appointed faculty, and one student elected by the Graduate Student Association. It is chaired by the Graduate Dean. The Council recommends policies for the Graduate School.

Composed of: 13 faculty and 1 student. Dr. Robert Madrox, Chairman.

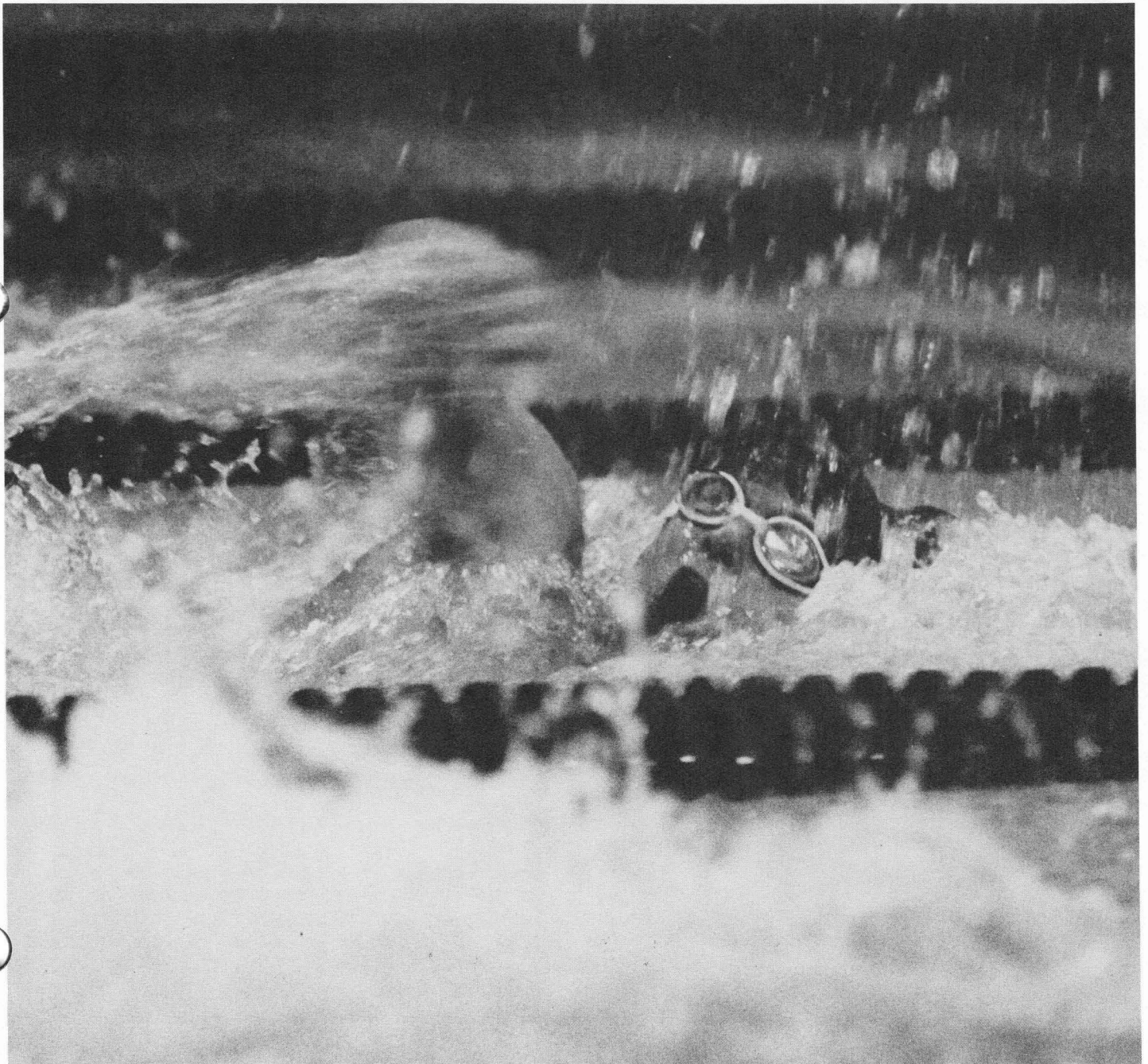


## University Council

The University Council is composed of eleven faculty members, one student, and one ex-officio representative of the administration. The University Council serves as the executive committee of the faculty, taking such action as may be necessary to enforce the provisions of the faculty constitution. Such action is subject to review by the faculty. The Council considers and assigns to appropriate faculty committees the problems and suggestions of faculty members and administrators. It recommends to the President nominations to standing and special committees of the faculty. It also coordinates the work of faculty committees.

A student complaint may be registered with the chairman of the appropriate committee. If the student is uncertain as to which committee should consider the question, the complaint should be made to the University Council to be directed to the proper committee.

Composed of: 11 faculty, 1 staff, 1 student. Dr. Loraine J. Duke, Chairman.



The first part of the document discusses the historical context of the project, including the role of the National Science Foundation and the Department of Defense. It highlights the challenges faced by the research community in the early 1950s, particularly in the area of high-speed computing and data processing. The document then outlines the objectives of the project and the specific tasks assigned to the various teams involved.

The second part of the document provides a detailed description of the experimental setup and the results obtained. It includes a series of tables and graphs that illustrate the performance of the system under various conditions. The data shows that the system is capable of handling large volumes of data at high speeds, and that the results are consistent and reliable. The document concludes with a summary of the findings and a discussion of the implications for future research.



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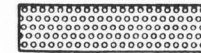
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Map shows access for the disabled.

- |                               |                             |
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| 1. Old Main                   | 15. Sorrell Annex           |
| 2. Smith Music Hall           | 16. Hodges Hall             |
| 3. Smith Hall                 | 17. Nursery                 |
| 4. Communications Building    | 18. Jenkins Hall            |
| 5. Library                    | 19. Northcott Hall          |
| 6. Science Building           | 20. Corby Hall              |
| 7. Harris Hall                | 21. Bookstore               |
| 8. Laidley Hall               | 22. Memorial Student Center |
| 9. Buskirk Hall               | 23. Campus Christian Center |
| 10. Prichard Hall             | 24. Holderby Hall           |
| 11. Community College         | 25. Twin Towers             |
| 12. Gullickson Hall           | 26. Public Safety Building  |
| 13. Henderson Center          | 27. Doctor's Memorial Bldg. |
| 14. Sorrell Maintenance Bldg. | 28. Doctor's Memorial Annex |

Visitor, Private,  
or Short Term  
Parking



State Vehicle  
Parking



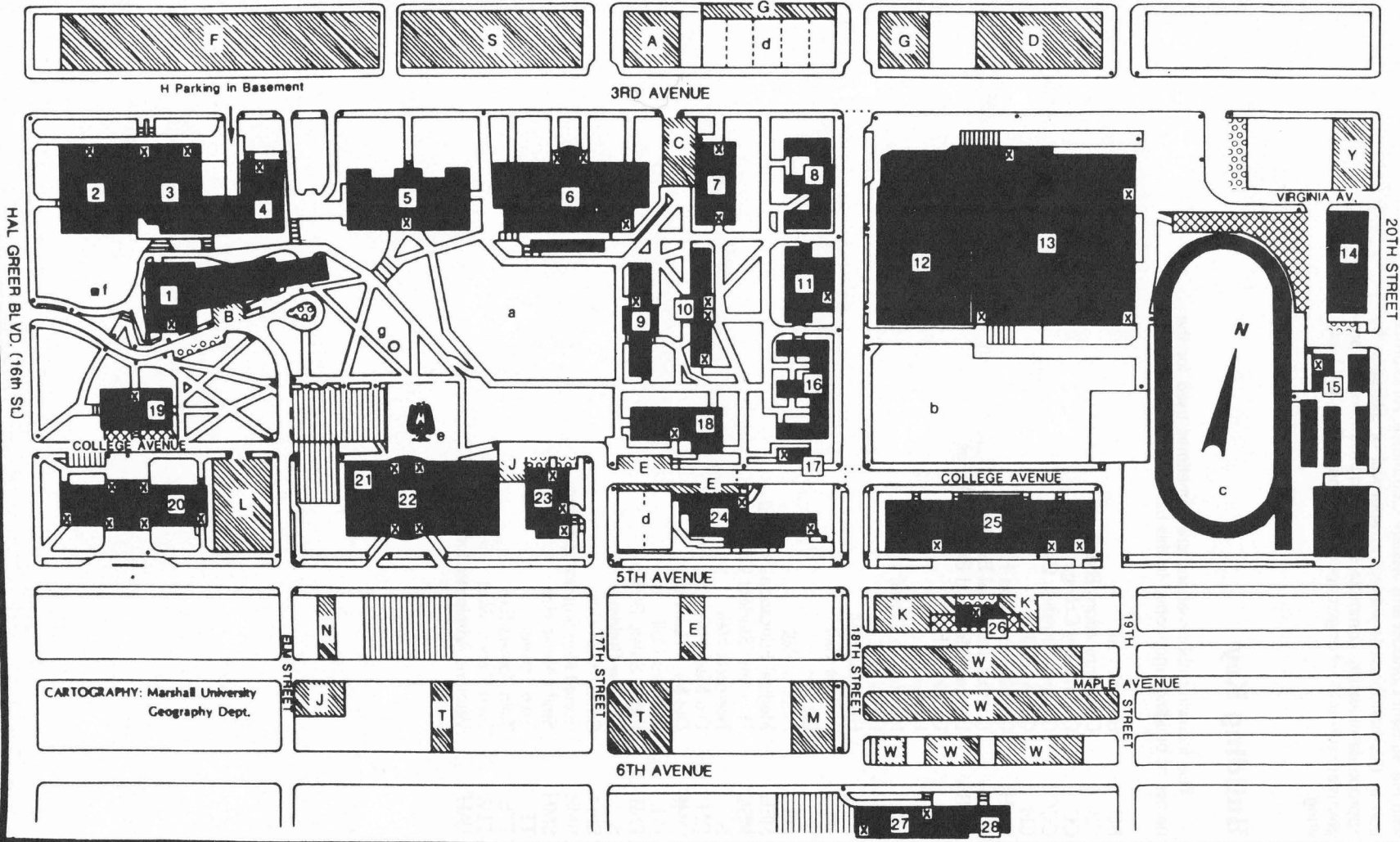
Metered  
Parking



Paid Permit  
Parking



- a - Intramural Field
- b - Athletic Field
- c - Track Field
- d - Tennis Courts
- e - Memorial Fountain
- f - Marshall Bust
- g - O.D.K. Circle
- x - Handicap Entrance and/or exit
- - Curb cut
- - Road Block



CARTOGRAPHY: Marshall University  
Geography Dept.

## About This Handbook

The Marshall University Student handbook is published by the Division of Student Affairs in cooperation and consultation with the Student Conduct and Welfare Committee. All information in this handbook is subject to approval or alteration by appropriate university committees and administrators. All programs are subject to change depending upon staffing and budgeting.

## Building Key

The following abbreviations are sometimes used for the names of buildings mentioned in this handbook:

|      |                                  |
|------|----------------------------------|
| BU   | Buskirk Hall                     |
| CB   | Communications Building          |
| CC   | Community College                |
| CCC  | Campus Christian Center          |
| CH   | Corbly Hall                      |
| CHH  | Cabell Huntington Hospital       |
| DMB  | Doctors' Memorial Building       |
| DMBA | Doctors' Memorial Building Annex |
| GH   | Gulickson Hall                   |
| H    | Hodges Hall                      |
| HC   | Henderson Center                 |
| HH   | Harris Hall                      |
| HOL  | Holderby Hall                    |
| JH   | Jenkins Hall                     |
| L    | Library                          |
| LH   | Laidley Hall                     |
| MEB  | Medical Education Building       |
| MSC  | Memorial Student Center          |
| N    | Northcott Hall                   |
| OM   | Old Main                         |
| OMB  | Old Main Basement                |
| PH   | Prichard Hall                    |
| PSB  | Public Safety Building           |
| S    | Science Building                 |
| SH   | Smith Hall                       |
| SMB  | Sorrell Maintenance Building     |
| SMH  | Smith Music Hall                 |
| TT   | Twin Towers                      |
| TTE  | Twin Towers East                 |
| TTW  | Twin Towers West                 |
| VAH  | Veterans Administration Hospital |



— NOTES —

— NOTES —