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Marshall University Student Handbook

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## **The Student Handbook of Marshall University, 1989-1990**

Marshall University

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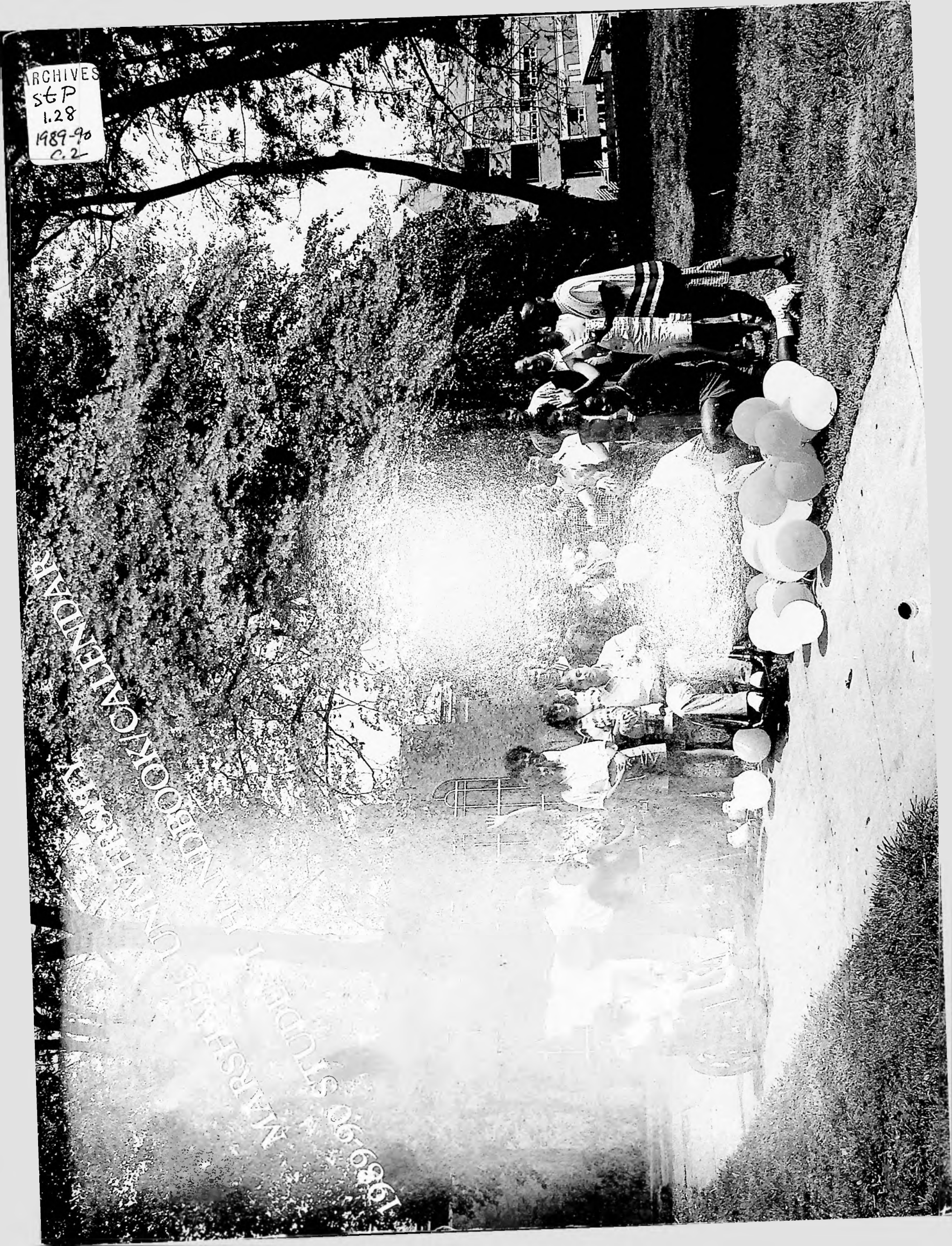


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## ABOUT THE COVER

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THE EDITOR ..... SHANNON BARKLEY

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# WE ARE....

NEW STUDENTS, RETURNING  
STUDENTS, GRADUATE STUDENTS,  
DISABLED STUDENTS, MEDICAL  
STUDENTS, MINORITY STUDENTS,  
STUDENT ATHLETES, HONOR  
STUDENTS, INTERNATIONAL  
STUDENTS, FACULTY, STAFF, ETC....

# WE ARE MARSHALL

# WELCOME TO CAMPUS

The Marshall University Student Handbook and Calendar is published by the Division of Student Affairs. All statements in this publication are announcements of present policy only; they are not to be regarded as offers to contract.

Programs are subject to change depending upon staffing and budgeting. Policies, regulations, calendar events, etc., stated herein are subject to revision subsequent to date

## SPECIAL THANKS

To the businesses listed below for their purchase of advertising space in this year's Student Handbook. Without their support, we would have been unable to publish this edition.

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2-3-92

# SPORTS CALENDAR



TIMES FOR SPORTS EVENTS ARE SUBJECT TO CHANGE. CHECK WITH THE ATHLETIC TICKET OFFICE FOR INFORMATION CONCERNING GAMES, (696)-HERD.

## 1989 FOOTBALL

DATE	OPPONENT	SITE	TIME
SEPT. 2	CATAWBA	HOME	7:00 PM
SEPT. 9	MOREHEAD STATE	HOME	7:00 PM
SEPT. 16	EAST TENNESSEE ST.	HOME	1:30 PM
SEPT. 23	UT- CHATTANOOGA	AWAY	7:30 PM
SEPT. 30	OPEN		
OCT. 7	FURMAN	AWAY	1:30 PM
OCT. 14	THE CITADEL	HOME	1:30 PM
OCT. 21	EASTERN KENTUCKY	AWAY	7:30 PM
OCT. 28	VIRGINIA MILITARY (HOMECOMING)	HOME	1:30 PM
NOV. 4	APPALACHIAN STATE	AWAY	1:00 PM
NOV. 11	WESTERN CAROLINA (PARENTS DAY)	HOME	1:30 PM
NOV. 18	GEORGIA SOUTHERN	AWAY	1:00 PM

## 1989 VOLLEYBALL

DATE	OPPONENT	SITE	TIME
SEPT. 5	GEORGETOWN	AWAY	6:00 PM
SEPT. 6	SHAWNEE STATE UNIVERSITY	AWAY	6:00 PM
SEPT. 9	*WESTERN CAROLINA	AWAY	11:00 AM
SEPT. 11	MOREHEAD STATE UNIVERSITY	AWAY	7:00 PM
SEPT. 16	*FURMAN	HOME	11:00 AM
SEPT. 19	WEST VIRGINIA UNIVERSITY	AWAY	7:00 PM
SEPT. 23	*EAST TENNESSEE STATE AND *TENNESSEE-CHATTANOOGA	AWAY	11:00 AM
SEPT. 26	OHIO UNIVERSITY	AWAY	2:00 PM
SEPT. 30	MURRAY STATE UNIVERSITY	HOME	7:00 PM
OCT. 7	*APPALACHIAN STATE	HOME	10:30 AM
OCT. 9	RADFORD UNIVERSITY	AWAY	10:00 AM
OCT. 13	AKRON UNIVERSITY	HOME	6:00 PM
OCT. 14	*WESTERN CAROLINA	HOME	6:00 PM
OCT. 17	MOREHEAD STATE UNIVERSITY	HOME	10:30 AM
OCT. 20-21	VIRGINIA TECH TOURNAMENT	AWAY	7:00 PM
OCT. 24	XAVIER	HOME	TBA
OCT. 27-28	FURMAN INVITATIONAL	HOME	6:30 PM
NOV. 4	*EAST TENNESSEE STATE AND *APPALACHIAN STATE	AWAY	TBA
NOV. 10-12	SOUTHERN CONFERENCE TOURN.	HOME	11:00 AM
	*SOUTHERN CONFERENCE GAMES	AWAY	3:00 PM
			TBA

\*DENOTES SOUTHERN CONFERENCE GAMES

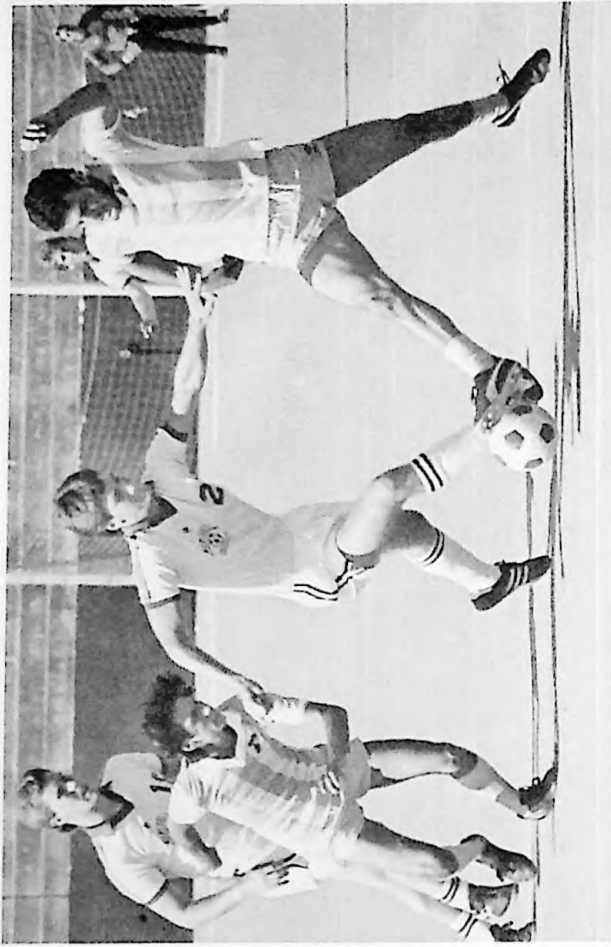




1989 SOCCER

DATE	OPPONENT	SITE	TIME
SEPT. 2	WESTERN KENTUCKY	AWAY	TBA
SEPT. 6	GEORGETOWN	HOME	7:30 PM
SEPT. 10	UNIVERSITY OF CHARLESTON	AWAY	7:00 PM
SEPT. 16	*THE CITADEL	HOME	12:00 NOON
SEPT. 18	VIRGINIA COMMONWEALTH	HOME	7:30 PM
SEPT. 24	*APPALACHIAN STATE	AWAY	2:00 PM
SEPT. 30	WHEELING COLLEGE	AWAY	2:00 PM
OCT. 4	OHIO STATE	HOME	7:30 PM
OCT. 11	WEST VIRGINIA UNIVERSITY	AWAY	7:00 PM
OCT. 14	*FURMAN	AWAY	11:00 AM
OCT. 15	GARDNER WEBB	AWAY	2:00 PM
OCT. 21	UNIVERSITY OF DIST. COLUMBIA	HOME	3:00 PM
OCT. 22	VPI	AWAY	2:00 PM
OCT. 25	MOREHEAD	HOME	7:30 PM
OCT. 28	*VIRGINIA MILITARY INSTITUTE	HOME	7:00 PM
OCT. 30	DENNISON	HOME	7:30 PM
NOV. 2-5	SOUTHERN CONFERENCE TOURN.	AWAY	TBA

\*DENOTES SOUTHERN CONFERENCE GAMES



1989-90 LADY HERD BASKETBALL

DATE	OPPONENT	SITE	TIME
NOV. 25	DUQUESNE	HOME	TBA
NOV. 27	UNIVERSITY OF CHARLESTON	HOME	7:30 PM
DEC. 1	TACO BELL CLASSIC	AWAY	6:00 PM
DEC. 2	TACO BELL CLASSIC	AWAY	6:00 PM
DEC. 9	LADY HERD CLASSIC	HOME	TBA
DEC. 10	LADY HERD CLASSIC	HOME	TBA
DEC. 15	LOUISVILLE	HOME	7:30 PM
DEC. 17	OHIO STATE	HOME	3:00 PM
DEC. 21	OHIO UNIVERSITY	AWAY	5:15 PM
JAN. 6	WEST VIRGINIA	AWAY	TBA
JAN. 9	TOWSON STATE	HOME	7:30 PM
JAN. 13	*UT-CHATTANOOGA	AWAY	TBA
JAN. 15	*WESTERN CAROLINA	AWAY	TBA
JAN. 17	LIBERTY	HOME	7:30 PM
JAN. 20	*FURMAN	HOME	3:00 PM
JAN. 22	YOUNGSTOWN STATE	AWAY	7:00 PM
JAN. 27	*APPALACHIAN STATE	AWAY	TBA
JAN. 29	*EAST TENNESSEE STATE	AWAY	TBA
FEB. 1	XAVIER	HOME	7:30 PM
FEB. 3	*UT-CHATTANOOGA	HOME	3:00 PM
FEB. 7	MOREHEAD STATE	AWAY	7:30 PM
FEB. 10	SHAWNEE STATE COLLEGE	HOME	3:00 PM
FEB. 14	EASTERN KENTUCKY	AWAY	7:00 PM
FEB. 17	*FURMAN	AWAY	TBA
FEB. 24	*APPALACHIAN STATE	HOME	3:00 PM
FEB. 26	*EAST TENNESSEE STATE	HOME	7:30 PM
MAR. 3	*WESTERN CAROLINA	HOME	TBA
MAR. 8	SOUTHERN CONFERENCE TOURN.	AWAY	TBA
MAR. 9	SOUTHERN CONFERENCE TOURN.	AWAY	TBA
MAR. 10	SOUTHERN CONFERENCE TOURN.	AWAY	TBA

\*DENOTES SOUTHERN CONFERENCE GAMES



# 1989-90 MEN'S BASKETBALL

DATE	OPPONENT	SITE	TIME
NOV. 16	EXHIBITION GAME	HOME	7:30 PM
NOV. 20	EXHIBITION GAME	HOME	7:30 PM
NOV. 24	U. OF VIRGINIA TOURN.	AWAY	7 & 9 PM
NOV. 27	VIRGINIA TECH	AWAY	7:30 PM
DEC. 1	MMI TOURNAMENT	HOME	7 & 9 PM
DEC. 2	MMI TOURNAMENT	HOME	7 & 9 PM
DEC. 5	WEST VIRGINIA UNIVERSITY	AWAY	7:30 PM
DEC. 9	OHIO UNIVERSITY	AWAY	3:30 PM
DEC. 16	CLEVELAND STATE	HOME	TBA
DEC. 18	SOUTHERN MISSISSIPPI	HOME	7:30 PM
DEC. 28	SOUTHERN ALABAMA	AWAY	7:30 PM
JAN. 2	AUSTIN PEAY	HOME	7:30 PM
JAN. 6	VIRGINIA MILITARY	HOME	7:30 PM
JAN. 13	TENNESSEE-CHATTANOOGA	HOME	TBA
JAN. 15	WESTERN CAROLINA	HOME	7:30 PM
JAN. 20	THE CITADEL	AWAY	TBA
JAN. 22	FURMAN	AWAY	7:30 PM
JAN. 27	APPALACHIAN STATE	HOME	TBA
JAN. 29	E. TENNESSEE STATE	HOME	7:30 PM
FEB. 3	VIRGINIA MILITARY	AWAY	4:00 PM
FEB. 10	WESTERN CAROLINA	AWAY	5 or 7:00 PM
FEB. 12	TENNESSEE-CHATTANOOGA	AWAY	7:00 PM
FEB. 17	FURMAN	HOME	TBA
FEB. 19	THE CITADEL	HOME	7:30 PM
FEB. 24	EAST TENNESSEE STATE	AWAY	7:30 PM
FEB. 26	APPALACHIAN STATE	AWAY	7:30 PM
MAR. 2-4	SOUTHERN CONFERENCE TOURN.	AWAY	TBA

PLEASE NOTE THE LOCATIONS FOR SPORTS EVENTS....  
 BASKETBALL GAMES (MEN & WOMEN)  
 FOOTBALL GAMES  
 SOCCER GAMES  
 VOLLEYBALL GAMES

HENDERSON CENTER  
 FAIRFIELD STADIUM  
 FAIRFIELD STADIUM  
 GULLICKSON HALL GYM

## 1988 SOUTHERN CONFERENCE CHAMPIONS:

MU WOMEN'S VOLLEYBALL  
 MU FOOTBALL-THUNDERING HERD

CONGRATULATIONS TO THE TEAMS, COACHES, AND STAFF



# WHERE TO GO FOR INFORMATION OR HELP...



- 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.
- AFFIRMATIVE ACTION**  
Old Main 208, (696)-6522.
- 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)-4357.
- ARTIST SERIES**  
Memorial Student Center 1W23, (696)-6656.
- ATTORNEY FOR STUDENTS**  
Memorial Student Center 2W29, (696)-2366.
- BOOKSTORE**  
Memorial Student Center, (696)-3622.
- BUILDING AND GROUNDS**  
Superintendent of Buildings and Grounds, Maintenance Building, Twentieth Street and Virginia Avenue, (696)-6680.
- BURSAR'S OFFICE**  
Old Main 101, (696)-6500.
- CALENDAR OF EVENTS**  
Office of Student Activities and Organizations, MSC 2W40, (696)-6770. Conference and Facilities Manager, MSC (696)-6472; University Relations OM 102 (696)-6453.
- 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; Memorial Student Center Lobby, (696)-2365
- COUNSELING**  
Academic: Faculty advisor in your college. Undecided majors consult Central Advising, Old Main 3B, (696)-3169. Counseling Services, Prichard Hall, First Floor, (696)-3111, or Counseling Services, Community College Room 115, (696)-3015.  
Career: Counseling Services, Prichard Hall, First Floor, (696)-3111; MU Placement Center, 17th St. & 5th Ave. (696)-2370.  
Health: Student Health Coordinator, 104 Prichard Hall, (696)-2324 or (696)-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)-4357.
- FINANCIAL AID**  
Office of Student Financial Assistance, Old Main 122, (696)-3162.
- FOREIGN STUDENT COUNSELING**  
See COUNSELING, International Students.
- GREEK AFFAIRS**  
Coordinator, MSC 2W31, (696)-2284.
- GRIEVANCES, FILING OF**  
Ombudsman, MSC 2W29, (696)-2366.
- HANDICAPPED ASSISTANCE**  
Vocational Rehabilitation, Prichard Hall 140, (696)-2394, Disabled Student Service, (696)-3111, or Community College, Room 138, (696)-3016.
- HEALTH EDUCATION PROGRAM OFFICE**  
Prichard Hall 104, (696)-2324.
- HEALTH SCIENCE LIBRARY**  
Community College Basement, (696)-6426.
- HEALTH SERVICE**  
John Marshall Medical Services, Doctors Memorial Building, 1801 Sixth Avenue, (696)-7173.
- I.D. CARDS**  
Registrar, Old Main 1B, (696)-6413.
- INSURANCE, HEALTH**  
Associate Dean of Student Affairs, Prichard Hall 117, (696)-2324.
- INTRAMURALS**  
See Recreational Sports & Fitness
- 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)-4357.
- MEAL CARD REPLACEMENT**  
Student Housing, Old Main 115, (696)-6765.



**NEWMAN CENTER**  
1609 5th Avenue, Huntington, WV, 525-4618

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

**OFF-CAMPUS HOUSING**  
Student Government, Memorial Student Center,  
2W29 (696)-6435.

**OMBUDSMAN**  
Memorial Student Center, 2W29 (696)-2366.  
**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 Assistance, Old Main 122,  
(696)-3162; Job Location and Development, Office of  
Career Planning and Placement, Pritchard 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, Pritchard Hall Lobby,  
(696)-2370.

**POST OFFICE**  
See **TIPS FOR STUDENTS**

**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.

**RECREATIONAL SPORTS & FITNESS**  
Director, 2018 Henderson Center, (696)-6477

**REFUNDS**  
Bursar'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, the Resident  
Director of a residence hall, Director, Residence  
Life, TTE First Floor, (696)-3183, or the Assis-  
tant Director of University Housing, Old Main  
115, (696)-6765.

**RESIDENCE LIFE**  
Twin Towers East Lobby, (696)-3183.  
**RETURNING STUDENT PROGRAMS**  
See **WOMEN'S CENTER AND RETURNING**  
**STUDENT PROGRAMS**.

**R.O.T.C.**  
Gullickson Hall, Room 217, (696)-6450.

**SCHOLARSHIPS**  
Office of Student Financial Assistance, Old Main 122,  
(696)-3162.

**SECURITY SERVICES**  
Information on reporting violations, escort service,  
Department of Public Safety, (696)-4357, Fifth Avenue  
across from Twin Towers.

**STUDENT ACTIVITIES PROGRAMMING**  
Memorial Student Center 2W40, (696)-6770.

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

**STUDENT HOUSING OFFICE**  
Old Main 115, (696)-6765.

**STUDENT SUPPORT SERVICES**  
Pritchard Hall, First Floor-South, (696)-3164

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

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

**UPWARD BOUND**  
Pritchard Hall 153, (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 & RETURNING STUDENT**  
**PROGRAMS**  
Pritchard Hall 143, (696)-3112.

**XEROX**  
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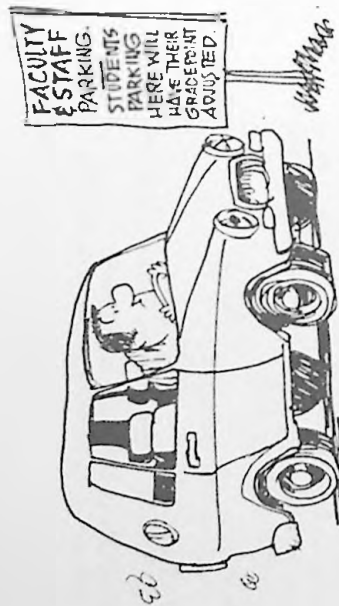
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# ACADEMIC DEPARTMENTS



## Department

Accounting .....  
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 Anatomy .....  
 Animal Resources Facility .....  
 Applied Science Technology .....  
 Art .....  
 Biochemistry .....  
 Biological Sciences .....  
 Business Technology .....  
 Chemistry .....  
 Classical Studies .....  
 Clinical Laboratory Sciences .....  
 Computer & Information Science .....  
 Continuing Education .....  
 Continuing Medical Education .....  
 Counseling and Rehabilitation .....  
 Criminal Justice .....  
 Curricular and Instructional Support .....  
 Leadership Studies .....

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 Patrick Brown, PhD (Interim) .....  
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 MEB G09 .....  
 MEB 217A .....  
 MEB B18A .....  
 CH 427 .....  
 SH 720 .....  
 MEB G17A .....  
 S 300A .....  
 CC 122 .....  
 N 304 .....  
 HH 408 .....  
 OM 234 .....  
 CH 311 .....  
 CC 106 .....  
 DMB 417 .....  
 HH 356 .....  
 HH 226 .....  
 HH 104 .....

## Telephone

2310 .....  
 7312 .....  
 7382 .....  
 7374 .....  
 3059 .....  
 2897 .....  
 7322 .....  
 2376 .....  
 3020 .....  
 2430 .....  
 6749 .....  
 3188 .....  
 5424 .....  
 3011 .....  
 7020 .....  
 2383 .....  
 3196 .....  
 2962 .....

Developmental/General Education	Nedra Lowe, MA	CC 129	3017
Economics	Roger Adkins, PhD	CH 256	6492
Educational Administration	Neil Gibbins, PhD	JH 217	6430
Educational Media	Virginia Plumley, PhD	CB 216	2330
Engineering		N 103	6660
English	Robert Gerke, PhD	CH 344	6600
Family and Community Health	Robert B. Walker, MD	DMB 452	7038
Finance and Business Law	Ernest W. Cole, MA (Acting)	CH 414	2311
Geography	Howard Adkins, PhD	HH 205	2500
Geology	Richard B. Bonnett, PhD	N 218	6720
Health, Physical Education and Recreation	W. Donald Williams, EdD	GH 108	6490
Health Science Libraries	Edward Dierzak, Director	CC Basement	6426
History	David R. Woodward, PhD	SH 776	6780
Home Economics	Martha Childers, MA	CH 204	2386
Journalism	Deryl R. Leaming, PhD, Director	SH 324	2360
Management	Chong Kim, PhD	CH 318	5423
Marketing		CH 217	2313
Mathematics		SH 763	6482
Medicine	Charles V. Peele, PhD	DMB 307	7107
Microbiology	Maurice A. Mufson, MD	MEB 111A	7335
Military Science	Albert G. Moat, PhD	GH 217	6450
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Music	Harold Murphy, PhD	SMH 154	3117
Nursing	Donald Williams, DM	PH 426	6750
Obstetrics and Gynecology	Carolyn Gunning, PhD	DMB 235	7136
Office Technology	Berel Held, MD	CH 421	3064
Pathology	Elma S. Chapman, MA	MEB 128A	7353
Pediatrics	Stebbins B. Chandor, MD	DMB 327	7065
Pharmacology	Colette Gushurst, MD (Acting)	MEB G26A	7313
Philosophy	Gary O. Rankin, PhD	HH 417	6749
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Social Studies	Charles Ray Mabee, PhD	HH 105	6610
Sociology and Anthropology	Frank Riddel, PhD	SH 769	6700
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Speech	Levene A. Olson, EdD	SH 256	6786
Surgery	Dorothy Johnson, PhD	DMB	7029
Teacher Education	Steven Wolfe, MD (Interim)	JH 200	2333
Theatre/Dance	Roscoe Hale, PhD	OMB 23	6442
Vocational, Tech. & Adult Education	N. Bennett East, PhD	HH 436	2380
Yeager Scholars	Levene Olson, EdD	M 320	6763
	William N. Denman, PhD		



# ADMINISTRATIVE OFFICES

Marshall University Main Number 696-3170



Office	Administrator	Office Number	Telephone
Academic Affairs, Medical School	Dr. Johnnie Gallemore	DMB 452	7077
Administration, Associate Vice President	Ray Welty	MSC 2W6	6472
Admissions	Dr. James Harless	OM 125	3160
Affirmative Action	Queen Foreman	OM 207	6522
Alumni Affairs	Linda Holmes	MSC 2W19	3134
Athletic Office	Wm. Lee Moon, Sr.	HC 2028	5408
Attorney for Students	James Boggs & Mike Woelfel	MSC 2W29	2366
Auxiliary Services	Mona Arnold	MSC 2W6	6472
Auxiliary Services for Conferences	Linda Bowen	MSC 1W31	3125
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Community College, Continuing Education	Robert Lawson	CC 106	3113
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Comptroller	Ted Massey	OM 203	6488
Counseling Center	Steve Hensley	PH 155	3111
Disabled Student Services		PH 136	3111
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Educational Media	Dr. Virginia Plumley	CB 216	2330
Employee Benefits	Katharine Coffey	OM 207	2595
Fine Arts, College of	Dr. Paul Balshaw, Dean	OM 112	6433
Graduate School	Dr. Leonard Deutsch, Dean	OM 113	6606
Grants Applications, Processing	Dr. Robert Barnett	OM 351	3094
Greek Affairs		MSC 2W31	2284
H.E.L.P.	Dr. Barbara Guyer	JH 110	2851
Human Resources/Personnel	Queen Foreman, Interim Director	OM 207	2597
Institute for the Arts	Roberta Walters, Director	OM 112	3107

Institutional Advancement .....	OM 109 .....	6440
Institutional Research .....	OM 320 .....	3648
International Students .....	PH 119 .....	2379
Journalism, School of .....	SH 324 .....	2360
JTPA (Job Training Partnership Act) Program .....	CC 101 .....	3004
Judicial Affairs, Coordinator .....	TTE Lobby .....	2495
Liberal Arts, College of .....	SH 165 .....	2350
Library .....	Library .....	2320
Marriott Food Services .....	MSC Lobby .....	2533
Marshall Artist Series .....	MSC 1W23 .....	5436
Medicine, School of .....	DMB 506 .....	7000
Memorial Student Center .....	MSC 2W6 .....	6472
Minority Students Program .....	MSC 1W25 .....	6705
Nursing, School of .....	PH 426 .....	6750
Orientation .....	MSC 2W31 .....	2354
Ombudsman .....	MSC 2W29 .....	2366
Parking .....	PSB .....	6648
Payroll .....	OM 205 .....	6457
Placement Center .....	PH Lobby .....	2370
Plant Operations .....	Mainc. Bldg. .....	2990
President of the University .....	OM 108 .....	2300
Provost .....	OM 110 .....	6690
Public Safety .....	PSB .....	4357
Publications .....	OMB 8 .....	6481
Purchasing .....	OM 206 .....	2599
Reading Center .....	JH 110 .....	3101
Recreational Sports & Fitness Activities .....	HC 2018 .....	6477
Regents B.A. Degree .....	OM 121 .....	6400
Registrar .....	OM 106 .....	6410
Research Coordinating Unit .....	OM 307 .....	3180
Residence Life .....	TTE Lobby .....	3183
Science, College of .....	OM 119 .....	2372
Security (Dept of Public Safety) .....	PSB .....	4357
Sports Information .....	HC 2036 .....	5275
Student Activities .....	MSC 2W38 .....	6770
Student Affairs .....	OM 116 .....	6422
Student Affairs, Medical School .....	MEB .....	7302
Student Athlete Program .....	HC 3006 .....	6626
Student Development .....	PH 117 .....	2324
Student Financial Assistance .....	OM 122 .....	3162
Student Government .....	MSC 2W29 .....	6435
Student Health Programs .....	PH 134 .....	4800
Student Health Services .....	DMB 452 .....	7173
Student Housing .....	OM 115 .....	6765
Student Job Coordinator .....	PH Lobby .....	6794
Student Life .....	MSC 2W31 .....	6420
Student Support Service .....	PH 155 .....	3164
Tutoring Services .....	PH 136 .....	3111
University Honors Program .....	OM 226 & 227 .....	5421
University Relations .....	OM 102 .....	6397
Upward Bound .....	PH 153 .....	6456
Vocational Rehabilitation .....	PH 140 .....	2394
Women's Center & Returning Student Programs .....	PH 143 .....	3112
Yeager Scholars Program .....	OM 320 .....	6763
Joe Miller, Interim Director .....	OM 109 .....	6440
Dr. Stuart Thomas, Jr. ....	OM 320 .....	3648
Monica Wang .....	PH 119 .....	2379
Dwight Jensen .....	SH 324 .....	2360
Peggy Witmink .....	CC 101 .....	3004
Linda Templeton .....	TTE Lobby .....	2495
Dr. Deryl Leaming .....	SH 165 .....	2350
Josephine Fidler, Director .....	Library .....	2320
Elaine Stewart .....	MSC Lobby .....	2533
Celeste Winters Nunley, Director .....	MSC 1W23 .....	5436
Dr. Charles McKown, Jr., V.P. & Dean .....	DMB 506 .....	7000
Mona Arnold .....	MSC 2W6 .....	6472
Maurice "Tony" Davis .....	MSC 1W25 .....	6705
Dr. Carolyn Gunning .....	PH 426 .....	6750
Dr. Don Robertson .....	MSC 2W31 .....	2354
Donna Preston .....	MSC 2W29 .....	2366
Mary Wilson .....	PSB .....	6648
Barry Beckett .....	OM 205 .....	6457
Reginald Spencer .....	PH Lobby .....	2370
Harry Long .....	Mainc. Bldg. .....	2990
Dr. Dale Nitschke .....	OM 108 .....	2300
Dr. Alan Gould .....	OM 110 .....	6690
Donald A. Salyers .....	PSB .....	4357
John McKinney .....	OMB 8 .....	6481
William Shondel .....	OM 206 .....	2599
Robert J. Evans .....	JH 110 .....	3101
Tom Lovins .....	HC 2018 .....	6477
Barbara James .....	OM 121 .....	6400
Robert Eddins .....	OM 106 .....	6410
Dr. Roy Thomas, Director .....	OM 307 .....	3180
Joe Marshman .....	TTE Lobby .....	3183
Dr. E.S. Hanrahan .....	OM 119 .....	2372
Donald Salyers .....	PSB .....	4357
Gary Richter .....	HC 2036 .....	5275
Jan Mahon .....	MSC 2W38 .....	6770
Dr. Nell Bailey .....	OM 116 .....	6422
Dr. Patrick Brown .....	MEB .....	7302
Donna Mauk .....	HC 3006 .....	6626
Kenneth E. Blue .....	PH 117 .....	2324
Edgar Miller .....	OM 122 .....	3162
Tracy Hendershot (President) .....	MSC 2W29 .....	6435
Carla Lapelle .....	PH 134 .....	4800
Robert B. Walker, MD .....	DMB 452 .....	7173
Marcia Bourgeois .....	OM 115 .....	6765
Sue Edmonds Wright .....	PH Lobby .....	6794
Mary Ann Thomas .....	MSC 2W31 .....	6420
Joe Dragovich .....	PH 155 .....	3164
.....	PH 136 .....	3111
.....	OM 226 & 227 .....	5421
Dr. Donna Spindel, Dir. ....	OM 102 .....	6397
C.T. Mitchell .....	PH 153 .....	6456
Jacqueline Hershman .....	PH 140 .....	2394
Jerry Meadows .....	PH 143 .....	3112
DonnaLee "Dee" Cockrille .....	OM 320 .....	6763
Dr. William Denman .....	.....	.....

# TIPS FOR STUDENTS

# Psst...



## CAMPUS HOTLINES

### CAMPUS ENTERTAINMENT UNLIMITED

For a good time call!  
Campus Entertainment Unlimited (CEU) has a bulletin hotline with all the latest information on events happening on campus. Call anytime to discover what to do to beat the boredom blues. Call (696)-6771.

### I-SEE

Anyone observing an act of vandalism or who is the subject of a degrading remark should call the hotline number 4733 (I SEE). It is not necessary to identify yourself; however, if you choose to do so, it may assist the investigators.

If an immediate response is needed from the Public Safety Office, or in the event of an emergency, callers should dial the regular number, 4357 (HELP).

### MEAL/MENU

Would you like to know what's on the menu for lunch at the Student Center? What are the soups-of-the-day? What is the sandwich and soup special? Dial EXT. 6325 (MEAL) to receive the daily menu. If you dine at Twin Towers and/or Holderby Hall Cafeterias, you can receive the same menu information by dialing ext. 6368 (MENU). Outside line dial 696 before the extension number.

### STUDENT GOVERNMENT ASSOCIATION HOTLINE

Call the SGA Hotline when you have complaints or if you think a University policy needs to be changed. SGA is your voice to the Administration. Call (696)-6435.

### DRY CLEANER

No time to walk or drive to a local dry cleaner, White Way Laundry and Dry Cleaning is available with a 10% discount. Located at the Main Desk in the Memorial Student Center Lobby. Other dry cleaners within walking distance are: Artistic Cleaners, 1104 20th Street and Scotch Clean Center, 2403 3rd Avenue.

## ESCORT SERVICE

A night escort service upon request to locations on and adjacent to the campus is provided by the Department of Public Safety. If you feel you need this service, don't hesitate, call (696)-4357.

## GIFTS

Need to purchase a gift in a hurry? Here are some suggestions. . . . The Campus Bookstore stocks dozens of items such as mugs, clothing, MU logo items, books, etc. How about flowers? Flowers are available year round at the Main Desk in the Memorial Student Center Lobby. Prices may vary according to the type of arrangements requested.

## HOURS TO REMEMBER

### ADMINISTRATIVE OFFICES

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

### ATHLETIC TICKET OFFICE

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

Saturday will vary with season.

Phone: (696)-HERD or 1-800-THE-HERD

### Football 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

First two weeks of new semester

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

Phone: (696)-3622

Memorial Student Center

### CAFETERIAS

See CAMPUS DINING OPTIONS

### 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

### Educational Resources Information Center (ERIC)

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

Closed during lunch hour (Noon-1:00)

Phone: (696)-3180

Old Main Room 307

### Health Science Libraries

Academic Year:

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

7:45 a.m. to 6:00 p.m. F

1:00 p.m. to 10:00 p.m. SAT

1:00 p.m. to 10:00 p.m. SUN

Summer Terms: Hours to be posted later.

Phone: (696)-6426

Community College, Basement

### Learning Center

Academic Year:

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

Evening hours available

Phone: (696)-3016

Community College, Room 138

### 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

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

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

Phone: (696)-3119

Jenkins Hall, First Floor

### 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

Smith Music Hall, Room 123

### MEMORIAL STUDENT CENTER

Academic Year:

7:30 a.m. to Midnight M-TH

7:30 a.m. Friday to 1:00 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 9:00 p.m. M-F

Breaks:

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

Cafeteria: 7:00 a.m. to 6:30 p.m. M-F

Marco's:

Academic Year:

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

7:00 p.m. to 12:30 a.m. F

Saturday and Sundays only when entertainment is scheduled

Phone: (696)-2365 (Student Center Main Desk)

(696)-6474 (Marco's)

(696)-3125 (Student Center Room & Reservation)



## PARKING

### APPLICATION PROCEDURE

1. Application for a permit shall be made at the Traffic and Parking Section of the Office of Public Safety, 1819 5th Avenue. Applications shall remain on file for one year only after the date of receipt, after which time the application must be updated if the applicant has not obtained a parking space and still wishes to be considered.

2. The assignment of parking spaces shall be made by the Assistant Director for Parking or his/her representative according to the following priorities:

- First Priority: handicapped persons
- Second Priority: length of service as a regular faculty or administrative staff member.
- Third Priority: proximity of available space to job site insofar as possible.

Residence Hall Directors shall be accorded priority in parking areas as near as possible to those residence halls of which they are directors.

3. The assignment of space for faculty and administrative staff is made on an annual basis; for all others it is made on an annual, semester, or summer term basis, with all permits being valid for the period specified unless the permit is revoked or relinquished.

4. Complete vehicle information must be presented upon issuance of permits.

5. Parking permit decals shall be issued upon payment of scheduled fee and must be obtained in the Traffic and Parking Section of the Office of Public Safety.

6. Dated decals shall be secured to the vehicle only as directed at the time of issuance.

7. Students with carpools of three or more shall receive priority in obtaining parking permits and in areas assigned. Lists of persons wishing to carpool shall be maintained in the Parking and Student Government offices.

Schedule of Parking Fees	Outside	Inside
Semester	\$15.00	\$25.00
Summer Term (each)	5.00	7.50
*Fiscal Year (Sept. 1-Aug. 31)	40.00	60.00
Academic Year (Aug. 16-May 15)	30.00	45.00
Evening only (after 5:00 p.m. each evening weekly - per semester)	3.00	5.00

\* Fees may be paid in two six-month installments at the full rate, the first due upon issuance of the permit and the second due March 1.

\* Fees subject to change. Additional information concerning traffic and parking at Marshall may be obtained at the Public Safety Building across from Twin Towers.



# Wendy's Welcomes Marshall University Students

Please present your Marshall University I.D. card and receive a student discount on all your purchases. Offer good at any of the following Wendy's locations:

- 2130 E. Fifth Avenue • 632 Third Avenue • Huntington Mall  
Huntington, WV • Huntington, WV • Barboursville, WV



**The best burgers  
in the business**  
*and a whole lot more...*



**OFF CAMPUS LIVING**

Looking for an apartment? Check with the Student Government Office for a list of available apartments in the area. MSC 2W29 or call (696)6435. Beginning Summer Term 1989, Student Government will be publishing a magazine, "The Housing Connection," listing apartments, rooms, furniture, etc. available to rent. The magazine will be published three times during the academic year. See Tina Ehret or call the number listed above.

Pick up a copy of "The Renter's Handbook" from the Student Legal Aid Center MSC 2W29. Any questions regarding landlords/ apartments may be directed to one of the Attorney's for Students. Call (696)2366 for Attorney office hours.

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/her choice with relation to the aforementioned items.

**POST OFFICE**

While stamps may be obtained from the stamp machine in the University Mailroom, this facility is for university use only. For mail service, the closest local postal service station is located at 2016 3rd Avenue, 525-4719.

**RECREATION**

The recreation area located in the basement of the Student Center offers a wide variety of indoor activities along the lines of an indoor arcade, video games, bowling, billiards, table tennis, snooker, foosball. A valid Marshall I.D. or guest card is required to use this facility unless it is rented by a group for its use. No I.D. or guest card is required for arcade video games-coin operated.

**RESTAURANTS**

See ads and discounts from local restaurants throughout the Handbook for Chili Willi's, Hardee's, Shoney's, Subway and Wendy's. Also a brochure "Oh No It's Closed Guide" is available in the Student Government Office MSC 2W29 which lists local restaurants (locations and hours).

**TRANSPORTATION**

**TTA**

Need information on bus schedules? You may pick up schedules at the Tri-State Transit Service Center located at 929 4th Ave. or call the dispatcher at 529-6091. See ad regarding student discount offered by TTA (this section).

**OUTREACH**

Outreach sponsored by the Student Organization for Alumni Relation (SOAR) is designed to provide services for students whose permanent address is 3 or more hours away from Huntington and Marshall. The Outreach program is putting students together with other students from their respective hometowns to collaborate on transportation, provide companionship and extracurricular involvement with another student from your locale. For more information on the Outreach program phone the SOAR office at 696-2525.

**TRADITIONAL EVENTS**

- HOME COMING.....OCTOBER 21-28, 1989
- BLACK AWARENESS WEEK...NOVEMBER 6-12, 1989
- PARENTS WEEKEND.....NOVEMBER 10-11, 1989
- SPRINGFEST.....APRIL 8-14, 1990
- GREEK WEEK.....APRIL 15-21, 1990




## Ride TTA

For a quarter, Marshall University students can ride a TTA bus anywhere from 20th to 7th streets in downtown Huntington.

The 25-cent ride is a new service to students, and all you need to do is show your MU identification card. To movie theaters, shopping and restaurants, TTA... the Perfect Pick Me Up.

## Just for the Change.



**Tri-State Transit Authority**  
Customer Service Center • 929 4th Ave. • 529-6091





# FACILITIES/ SERVICES

## 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 M.U. School of Nursing, St. Mary's School of Nursing, and Marshall School of Medicine.

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 until 6:30 p.m. Monday through Thursday the first two weeks of each semester. Thereafter 4:30 p.m. until 6:30 p.m. each Monday evening, and Saturday 10:00 a.m. until 2:00 p.m. During the summer, Monday through Friday 8:00 a.m. until 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 veteran's physical education and military credit, and helps with correspondence courses. The Admissions Office also administers the College Level Examination Program (CLEP). Testing is the 3rd Saturday of each month except December and February. You must register to take the CLEP test by the 25th of the month before.

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.

## ALUMNI ASSOCIATION

The Marshall Alumni Association is administered by a thirty member Board of Directors, ten of whom are elected annually by the Active Membership to serve three-year terms. The Board membership also includes chapter and area representatives who are chosen by and represent alumni living in their respective regions. The activities of the Association are coordinated by the Office of Alumni Affairs.

Faculty and staff members, including non-alumni, are encouraged to become "active" members of the Alumni Association. Non-alumni are welcomed as "Friends of Marshall." The Association encourages campus-wide participation and invites faculty and staff to take part in all activities. Effective January 1, 1987, the dues structure, which originated in 1972, was eliminated. All graduates or attendees of Marshall are members of the Alumni Association, but to be an "active" member one must make an annual contribution to the Marshall University Foundation, Inc. The membership year is from July 1 through June 30 to coincide with the fiscal year. Life memberships are available to anyone making a \$300.00 contribution and will receive special recognition. All faculty and staff members are requested to notify the Office of Alumni Affairs of addresses and information regarding Marshall alumni.

## CAMPUS DINING OPTIONS

**TWIN TOWERS CAFETERIA**, located between Towers East and Towers West, is very convenient for residents. Complete menus with a large variety will be offered daily. You are allowed on unlimited seconds on all food and beverage items, except on Premium Entrees.

**HOLDERBY HALL CAFETERIA**, located on the first floor of Holderby Hall, provides a friendly, relaxing place to dine. Holderby serves a great variety of foods with complete menus and unlimited seconds on all food and beverages except Premium Entrees.

**THE MEMORIAL STUDENT CENTER CAFETERIA**, located in the Student Center, is an a la carte priced dining area. We offer pizza, a wide variety of deli and grilled sandwiches, char-broiled burgers, hot entrees, fresh vegetables, and delectable desserts. Use the cash equivalency portion of your meal card or purchase direct. You'll be glad when you add this food outlet to your weekly dining experience. Look for Sweet Sensations and Pizza Hut personal pan pizzas as some of our extensive renovations begin to take place this academic year.

**MARCO'S**, located in the basement of the Student Center, is Marshall University's ever popular pub. Live entertainment and billiards make this campus night spot enjoyable for all. Choose from pizza, nachos & cheese, or buffalo wings for a hearty snack.

## COMMUTER MEAL PLAN

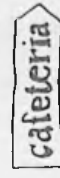
If you choose to live off campus, why not purchase extra time to pursue your education by letting us do the preparation and clean-up for your breakfast, lunch and dinner. The Commuter Meal Plan gives you 60 meals for \$205. These meals can be eaten at any cafeteria on campus (Twin Towers, Holderby Hall, Memorial Student Center or Marco's). There is no limit to the number of Commuter Plans you can buy, however, the plan does not carry from semester to semester.

## CASH EQUIVALENCY

You may use your meal card for a cash equivalency of each meal at the a la carte priced Memorial Student Center Cafeteria. This entitles you to purchase a meal up to and not surpassing the rate for the current meal period.

## CASH EQUIVALENCY CREDIT

Breakfast	9:30 - 10:30 a.m.	\$1.85
Lunch	1:30 - 3:25 p.m.	\$2.35
Dinner	3:30 - 6:30 p.m.	\$3.15
Marcos	6:30 - 8:00 p.m.	\$3.15



## CAFETERIAS

Memorial Student Center

7:00 a.m. to 6:30 p.m. M-F

Residence Halls

Holderby Hall:

7:00 a.m. to 6:30 p.m. M-F

Breakfast 7:00 a.m. to 10:00 a.m. M-F

Lunch 10:30 a.m. to 2:30 p.m. M-F

Dinner 3:30 p.m. to 7:00 p.m. M-F

Towers:

6:30 a.m. to 6:30 p.m. M-F

Breakfast 6:30 a.m. to 9:30 a.m. M-F

Continental Breakfast

9:30 a.m. to 10:25 a.m. M-F

Lunch 11:00 a.m. to 1:30 p.m. M-F

Light Lunch 1:30 p.m. to 3:25 p.m. M-F

Dinner 4:00 p.m. to 6:30 p.m. M-F

Saturday and Sunday:

Brunch 11:00 a.m. to 1:30 p.m.

and Dinner 4:00 p.m. to 6:30 p.m.

If you have any questions please contact a Marriott Food Service Manager at anytime or contact Elaine H. Stewart, Food Service Director at (304) 696-2533.

## CAMPUS CHRISTIAN CENTER

The Campus Christian Center is a center of Christian ministry with the Marshall University community of faculty, staff and students. The ecumenical staff of the Center is responsive to the personal, academic, vocational and spiritual needs on and around our campus. We strive to create and model Christian community as we become partners with local churches, city agencies, university departments and individuals in reflecting the love of God for the wholistic need of people involved in the field of higher education in its many dimensions.

Programs designed and administered by staff and students include:

- Seasonal Worship Services
- Community Service Projects
- Forums
- Denominational Student Ministries
- Informal Discussions
- Bible Study and Prayer Groups
- International Student Programs
- Special Chapel Services: weddings, memorials
- Self-Help Groups sponsored by Staff and University
- Counseling - Walk-in or appointment
- Faculty Dialogues and Luncheons
- Participating denominations include: Presbyterian, United Methodist, American Baptist, Southern Baptist, Episcopal, Disciples of Christ, Lutheran, Christian Science, Roman Catholic, United Church of Christ Churches, and covenanting partners: The Orthodox Christian Fellowship, and Campus Crusade for Christ.

## 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 three-story facility are a cafeteria, Marco's (coffee house), a bookstore, a sweet shop, bowling lanes, game-rooms, study areas, community lounge with a large television screen, and two tanning salons, meeting rooms, an information center, a flower shop and the Don Morris Room. Also included in the Center are the offices of Student Life, Alumni Affairs, Student Government, Attorney for Students, Ombudsman, Student Activities, Marshall Artist Series, Minority Affairs, Conferences and Facilities, and the Director of Auxiliary Services.

Center must complete the necessary forms in the Student Life Office (2W31) and the Conference and Facilities Office. Groups wishing to reserve space for meetings, programs or special events need to make arrangements in the Office of Conferences and Facilities (1W31) in the lobby.

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 Desk.

## NEWMAN CENTER

The Marshall Newman Center is the home of the Marshall Catholic Community which consists of Catholic students, faculty, and staff of the University and their children.

The center community provides the students with Sunday and weekday masses, adult initiation/convert instructions, student fellowship, retreats, marriage preparation, Bible studies, prayer meetings, one-on-one counseling, and social gatherings.

The center is also the residence of the Catholic chaplain. If you would like to speak with the chaplain for any reason, feel free to call (525-4618) or just drop in and he will make every effort to be available. The Newman Center is located at 1609 Fifth Avenue directly across from Corbly Hall.

## 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 service 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 at all times, and by 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) 4357.

## LIBRARY

The Marshall University Library System consists of the Main Library, the James E. Morrow Library, and two branch libraries: the Health Sciences Library and the Music Library. The Health Sciences Library is located on the lower level of the Community College Building and the Music Library is on the first floor of Smith Music Hall. A Chemistry Collection is also located in the Chemistry Department in Northcott Hall.

On-line access by author, title, subject, and keyword searching is available to our 389,107 volume collection through VTLS. The libraries receive 2,794 periodical subscriptions. Our extensive documents collection of 748,508 publications is organized by the Superintendent of Documents classification. Microforms, cassettes, videos, recordings and other audio visuals bring our total unit holdings to over one million items.

The Special Collections Department provides materials on West Virginia, the Tri-State area and Appalachian region. Rare books, MU Archives, manuscripts, the Rosanna Blake Library of Confederate History, the Hoffman Collection of Medical History are also located here.

The Public Services Department provides assistance with research and location of information. Library "survival" as well as research techniques are taught in the library and classroom.

## 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.

## 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.



# HEALTH SERVICES

## STUDENT WORKERS AND INTERNATIONAL STUDENTS

All students can receive care through the Student Health Service between semesters provided they are enrolled in classes the prior term.

To prevent possible billing problems, international students and students who are working for a University department between semesters as a work study, student assistant, and/or graduate assistant should obtain an identification form from the Student Development Office, Pritchard Hall or the Financial Aid Office, Old Main.

All care provided between semesters will be rendered in the Family Practice Clinic, John Marshall Medical Services.



## STUDENT HEALTH SERVICE

Student Health Service (SHS) 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. The clinic is closed on Saturday, Sunday, and Holidays. After 5:00 p.m. Monday through Friday, all students in need of health care must go to the Cabell Huntington Hospital (CHH) Immediate Care Unit, 1340 Hal Greer Boulevard. After 8:00 p.m. on Monday through Friday, and on Saturday, Sunday, and Holidays, all care at the Immediate Care Unit will be considered for validation as "Emergency Care".

Student Health 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 (intercession). 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 twelve 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 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. Emergency care charges are the responsibility of the student or his/her insurance carrier. However, if the services are validated as an emergency, Student Health will pay up to \$50.00\* maximum on charges not covered by the student's insurance carrier. The balance of charges above those covered by the student's insurance carrier and Student Health are the responsibility of the student. 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.

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 results from the initial specialist consultation, as well as services relating to dental evaluation or repair of 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 Associate Dean of Student Affairs, Room 117 Pritchard Hall for determination of payment.

All students are seen on a walk-in, first-come, first-served basis. However, appointments are necessary for family planning or contraceptive educational purposes, for which you may call 696-7173. Emergencies will be seen immediately.

\*prices are subject to change.

## 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, Pritchard 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.

\*Fees subject to change

## PSYCHOLOGY CLINIC

The Marshall University Psychology Clinic offers psychological services to the University and to the greater Huntington community. Services are available for a range of psychological and interpersonal problems, including depression, anxiety, fears, marital, family and relationship concerns, stress related problems and for difficulties with children's behavior and learning. Psychological evaluations are available, and specialized group programs are offered periodically. 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.

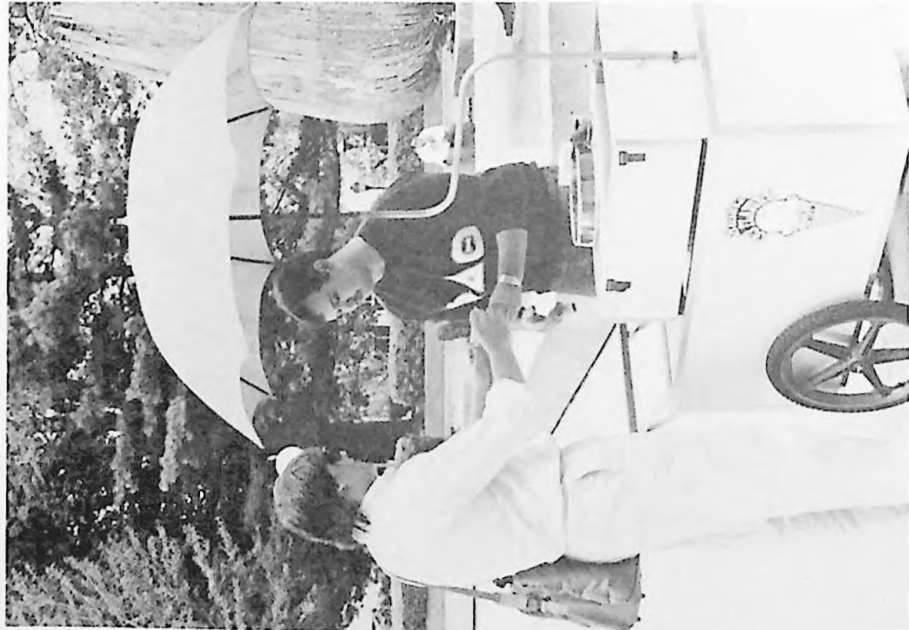
## SPEECH AND HEARING CENTER

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.

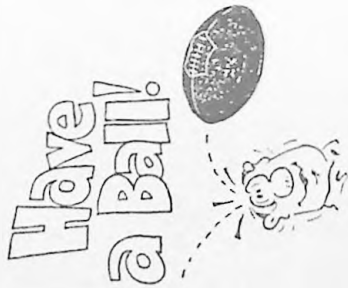
The Center offers professional diagnosis and treatment of communication problems without charge to full-time students and their immediate families (as space permits) and for a minimal fee to others.

## HEALTH INSURANCE

Student Government endorses a student accident and sickness group insurance plan providing coverage for hospital and medical expenses. The plan provides annual coverage on-campus and away from the University. For additional information contact the Associate Dean of Student Affairs, Pritchard Hall, phone 696-2324.



# ACTIVITIES



## ACTIVITY CARD

If you are enrolled for seven (7) or more credit hours on campus, you pay both an institutional activity fee (\$78.15) and an athletic fee (\$37.50). The activity card you receive entitles you to:

- admission to all Campus Entertainment, Unlimited events
- admission to all MU athletic events
- admission to Marshall Artists Series programs
- admission to convocations, forums, and University Theatre productions
- Health Service care
- a copy of the Marshall University yearbook, the Chief Justice
- a copy of the Marshall University student newspaper, The Parthenon

A special fee of \$47.00 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.

All fees are subject to change.

Note: Occasionally, for some programs, there may be an additional charge.

## BIRKE ART GALLERY

The Birke Art Gallery is administered by the Art Department in the College of Fine Arts. A wide variety of programming is offered each year, including exhibitions of works by Marshall University undergraduate and graduate students; individual and group shows by regionally, nationally and internationally recognized artists; and slide lectures by visiting artists and art educators. The Gallery is located on 3rd Avenue in Smith Hall. Hours are weekdays 10:00-4:00, Monday evenings 7:00-9:00, and Saturday afternoons 1:00-4:00.

## CAMPUS ENTERTAINMENT, UNLIMITED

Campus Entertainment, Unlimited is the main student organization on campus responsible for contemporary entertainment. Membership is open to all students at Marshall University.

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 development.

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

### Marco's

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

### Homecoming

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

### Contemporary Issues

Responsible for selection, planning and presentation of lectures 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 contacts with the University Relations Office and all local radio and television stations as well as the print media.

### 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.

### Special Recreation

Selects and programs daytime events for commuter and non-traditional students. Responsible for planning trips, recreational tournaments, as well as the entertaining daytime events.

### Springfest

Responsible for selection & presentation of concerts and musical events. Organizes spring week with a variety of festivities to meet everyone's interests.

### Travel & 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.

For more information, CEU is located in 2W38 in the Memorial Student Center, or call (696)-6770.

## CHORAL ENSEMBLES

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. Stickler.

### University Chorus:

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:

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.

### 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 Professor Eikum.

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





## 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 could join the Special Events Committee of Student Activities, which presents entertainers during the day at the times most convenient for commuters. All campus activities are open to you - so watch for intramural information, Coffee House (Marcos) entertainment, specials and evening programs. Another excellent avenue for involvement is through Student Government.

In addition, Student Life provides an attorney to assist students with consumer needs, contract, 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 Students Affairs, and 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, the Student Government Office (696)-6435, or Student Activities (696)-6770.

## DEBATE AND INDIVIDUAL EVENTS TEAMS

Any student enrolled full-time and interested in the inter-collegiate competition in debate or individual events may contact the Speech Department at 696-6786 for additional information.

## MARSHALL ARTISTS SERIES

The Marshall Artists Series is many things to many people. It is educational, it is cultural, it is entertaining and it is just plain fun. Add to that the fact that it is free to all full-time M. J. students with I.D. and Activity card.

Since 1936, the Artists Series has been bringing nationally and often internationally acclaimed attractions to the Marshall campus and the Tri-State area. It is one of the oldest "town/gown" series in the United States and has developed a far-reaching reputation as one of the best university series available today. Major names and experimental acts in disciplines from Broadway, dance, music, opera, lecture and film are presented throughout each semester. Tickets are available to students three (3) weeks prior to each performance.

In addition to one free ticket, they are entitled to buy another at half-price for many of the events. The office is located on the main floor of the MSC, next to the Bookstore. Hours are 8 a.m. to 4:30 p.m. Monday through Friday.

Applications are also available each Fall for students who wish to serve on the Artists Series Advisory Board.

## 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, Symphony, Wind, 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)-3117.

## UNIVERSITY BANDS & AUXILIARY UNITS

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

No audition necessary for the 200+ member Marching Band. No fees are charged for the use of equipment or instruments. The Marching Band makes appearances at all home football games, local parades, and takes one expenses-paid trip per year. In addition to band camp (the week before school starts) the band rehearses on Mondays, Wednesdays, and Fridays from 3:30 to 5:00 p.m.

The Symphonic Band rehearses on Tuesdays and Thursdays from 2:00 to 3:15 p.m. Permission of the director, room 146 Smith Music Hall, is necessary for participation.

Members of the Majorette Corps, Flag Corps, Rifle Corps, Twirlers and Drum Majors are chosen during the Spring Semester. These groups perform with the marching band at all marching appearances during the Fall Semester.

There are two Jazz Ensembles, one which rehearses from 10:00 to 10:50 and the other one which rehearses from 12:00 to 12:50 on Mondays, Wednesdays, and Fridays. Permission of the director, room 304 Smith Music Hall, is necessary for participation.

## UNIVERSITY THEATRE

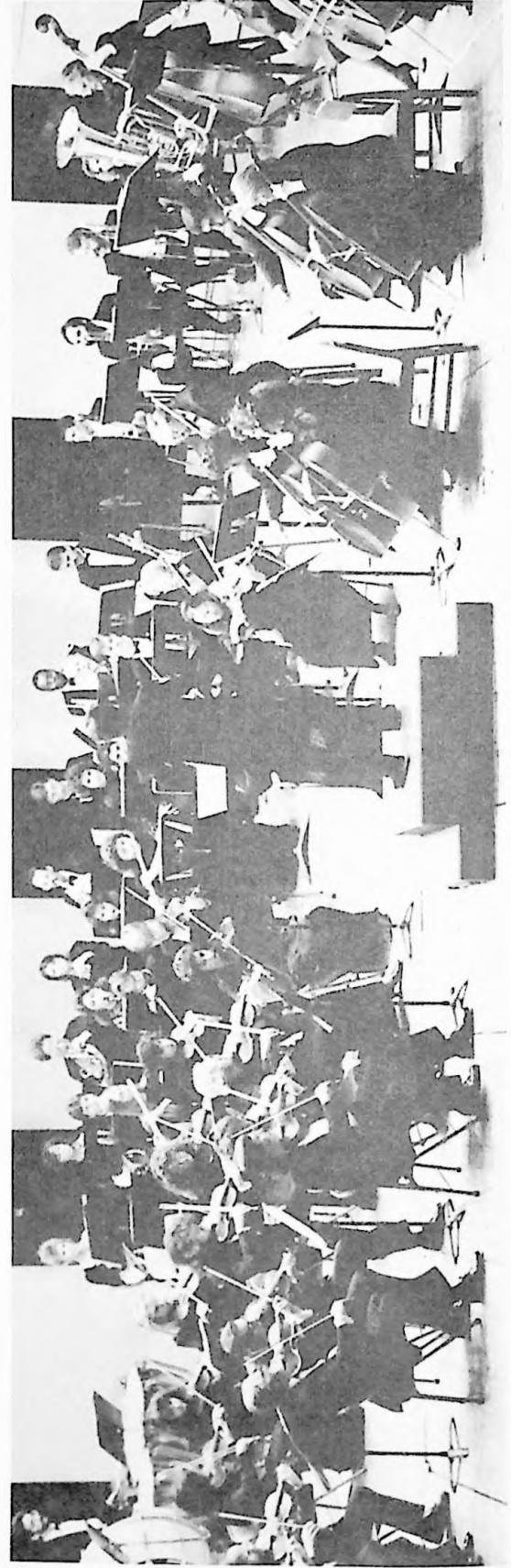
University Theatre, an all-university activity, is under the direction of the Department of Theatre/Dance. Five to seven full-length plays are given each year. In addition, several studio performances are staged annually.

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)-ARTS.



## RECREATIONAL SPORTS AND FITNESS ACTIVITIES

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 sports participation available through intramurals.

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

### INTRAMURAL ACTIVITIES

Fall		Spring	
Managers Meeting		Managers Meeting	
Tug-of-War (M,W)		Basketball Freethrow (M,W)	
Softball (M,W)		Racquetball Singles (M,W)	
Tennis Singles (M,W)		Swimming (M,W)	
Beach Volleyball (M,W)		Indoor Soccer (M)	
Volleyball (M,W)		Wrestling (M)	
Badminton Singles (M,W)		Horseshoes (M,W)	
Field Goal Kicking (M)		Racquetball Doubles (M,W)	
Cross Country (M,W)		Track and Field (M,W)	
Basketball (M,W)		16" Softball (M,W)	
Backgammon (M,W)		Hula Hoop Golf (M,W)	
Darts (M,W)		Home Run Derby (M,W)	
Pickleball (M,W)			
Softball Throw (M,W)			

### CO-RECREATIONAL

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

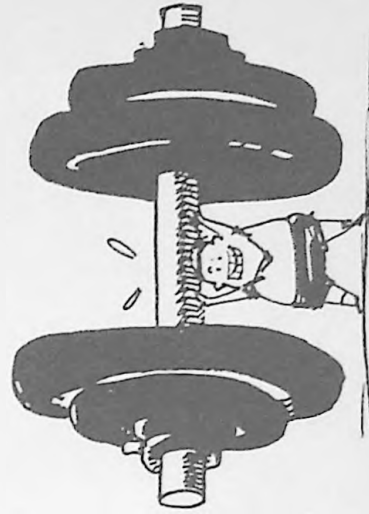
Fall		Spring	
Team Tennis*		Racquetball Doubles	
2 on 2 Basketball*		Volleyball*	
Turkey Run		Pickleball*	
Darts		4 on 4 Volleyball*	
Pickleball Doubles		Softball*	
Badminton Doubles		Beach Volleyball*	
		Indoor Soccer	
		16" Softball	

Racquetball clinics first Wednesday of Each Month.

## FACILITY HOURS

- \*\*Pools**  
Henderson Center  
Monday thru Thursday  
5 p.m. to 9:30 p.m.  
Sunday  
1 p.m. to 5 p.m.
- \*\*Racquetball Courts**  
Monday thru Thursday  
8 a.m. to 10 p.m.  
Friday  
8 a.m. to 7 p.m.  
Saturday  
10 a.m. to 6 p.m.  
Sunday  
1 p.m. to 7 p.m.
- \*\*Intramural Equipment Room**  
GH Basement  
Monday thru Friday  
8 a.m. to 3:30 p.m.  
Saturday  
12 p.m. to 3 p.m.  
Sunday  
1 p.m. to 4 p.m.
- \*\*Steamroom (Co-Ed)**  
Monday thru Thursday  
7:30 a.m. to 9:30 p.m.  
Friday  
7:30 a.m. to 6:30 p.m.  
Saturday  
10 a.m. to 5:30 p.m.  
Sunday  
1 p.m. to 6:30 p.m.
- \*\*Tennis Courts**  
Monday thru Friday  
6 p.m. to 9 p.m. (Third Ave.)  
8 a.m. to 9 p.m. (Fifth Ave.)  
Saturday  
10 a.m. to 6 p.m.  
Sunday  
1 p.m. to 7 p.m.
- \*\*Nautilus Weights**  
Monday thru Thursday  
8 a.m. to 10 p.m.  
Friday  
8 a.m. to 7 p.m.  
Saturday  
10 a.m. to 6 p.m.  
Sunday  
1 p.m. to 7 p.m.

I.D. cards of faculty and staff 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 a.m. to 4:30 p.m. Monday through Friday during student holidays.  
Pools and Equipment Room are closed during student holidays.  
Facilities are closed during home football day games.



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

**\*\*Free Weights**  
The schedule will be posted in the Weightroom

# COMMUNICATIONS



## BROADCASTING

### 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, progressive rock, 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 newscasts throughout the day. WMUL is affiliated with the ABC-FM Network. WMUL broadcasts many Marshall sports events, including football, men and women's basketball, baseball, 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 Department of Speech.

### WMUL RADIO

Academic Year:  
 6:00 a.m. to 2:00 a.m. M-TH  
 6:00 a.m. to 3:00 a.m. F-SAT  
 6:00 a.m. SUN to 2:00 a.m. M  
 Phone: (696)-6640  
 Communications Building

## WPBY-TV

WPBY-TV, Channel 33, provides noncommercial public television programming to the Huntington/Charleston area. The station is viewed by approximately 200,000 people each week. 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. Limited workstudy opportunities and part-time employment are available. In-school and college credit courses are part of the 120 hour-per-week schedule of Channel 33.

## WPBY-TV

Business Hours:  
 8:30 a.m. to 5:00 p.m. M-F  
 Broadcast Hours:  
 6:45 a.m. to 11:00 p.m. M-F  
 8:00 a.m. to approximately 11:00 p.m. SAT  
 8:00 a.m. to 11:00 p.m. SUN  
 Phone: (696)-6630  
 Communications Building

## PUBLISHING

### 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

Marshall's literary magazine contains the best of student poetry, fiction and art. With a circulation of over 2,000, it is one of the larger literary magazines in the area. *Et Cetera* is edited by a student staff and is published in April. Contributions are usually accepted from May to December, with monetary prizes often awarded to the most notable works in each edition. For information on submissions, staff positions of publication, call (696)-6645, stop by the office (CH 402A) or inquire at the English Department on the third floor of Corby Hall.



## MINORITY EXPRESSIONS

The *Minority Expressions* newsletter is published four times during the academic year by the Minority Students' Program Office. Articles discuss the minority perspective on relevant issues such as education, cultural and academic achievement, black student organizations, poetry, speakers, programs, a calendar section and other issues of interest to minorities and the general campus community.

If you are interested in learning more about the newsletter, please contact the Minority Students' Program Office at 696-6705.

## 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

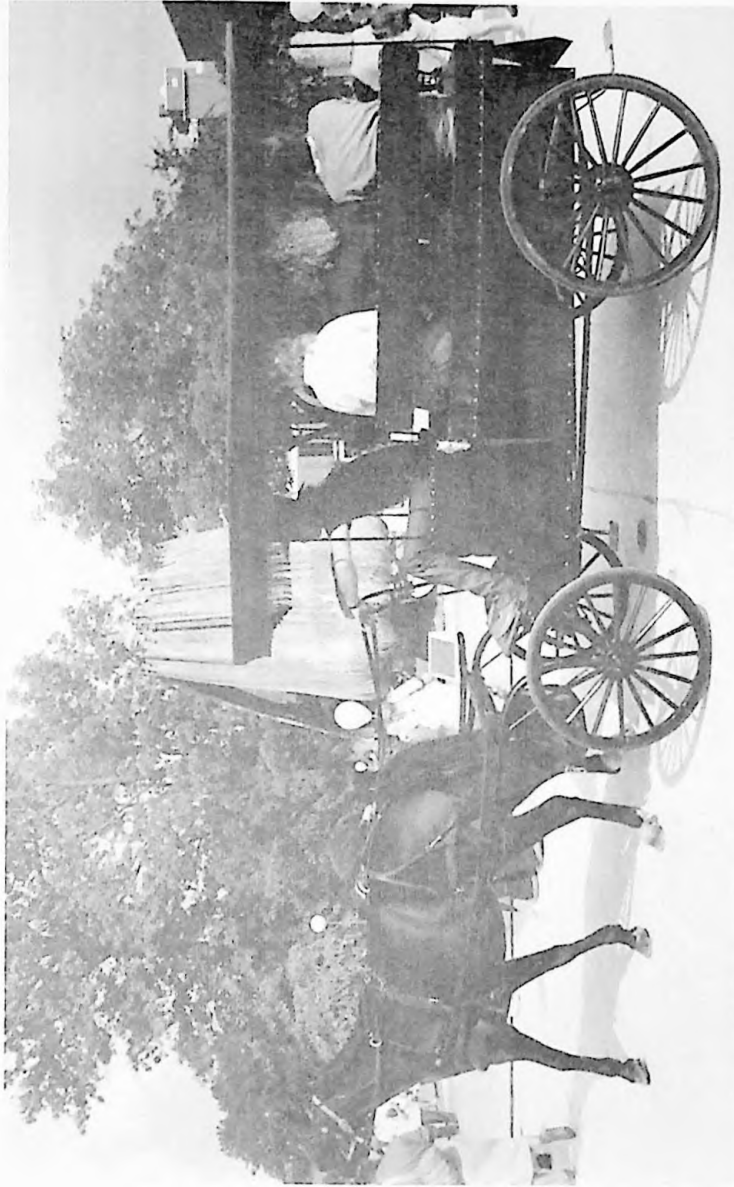
The student newspaper, written and edited entirely by students, is published four times per week (Tuesday through Friday) during the fall and spring semesters, and once weekly during summer terms. Financed through advertising and student activity fees, *The Parthenon* is distributed free on campus to 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 university community. Distribution is through the Office of the Vice-President/Dean of Student Affairs, Old Main 116.

## WELLNESS WAYS

*Wellness Ways* is a newsletter published four times during the academic year by Student Health Education Programs. It consists of articles on current health trends and issues, with a focus on the wellness concept. If you would like to be on the mailing list, contact Student Health Education Programs at 696-4800.



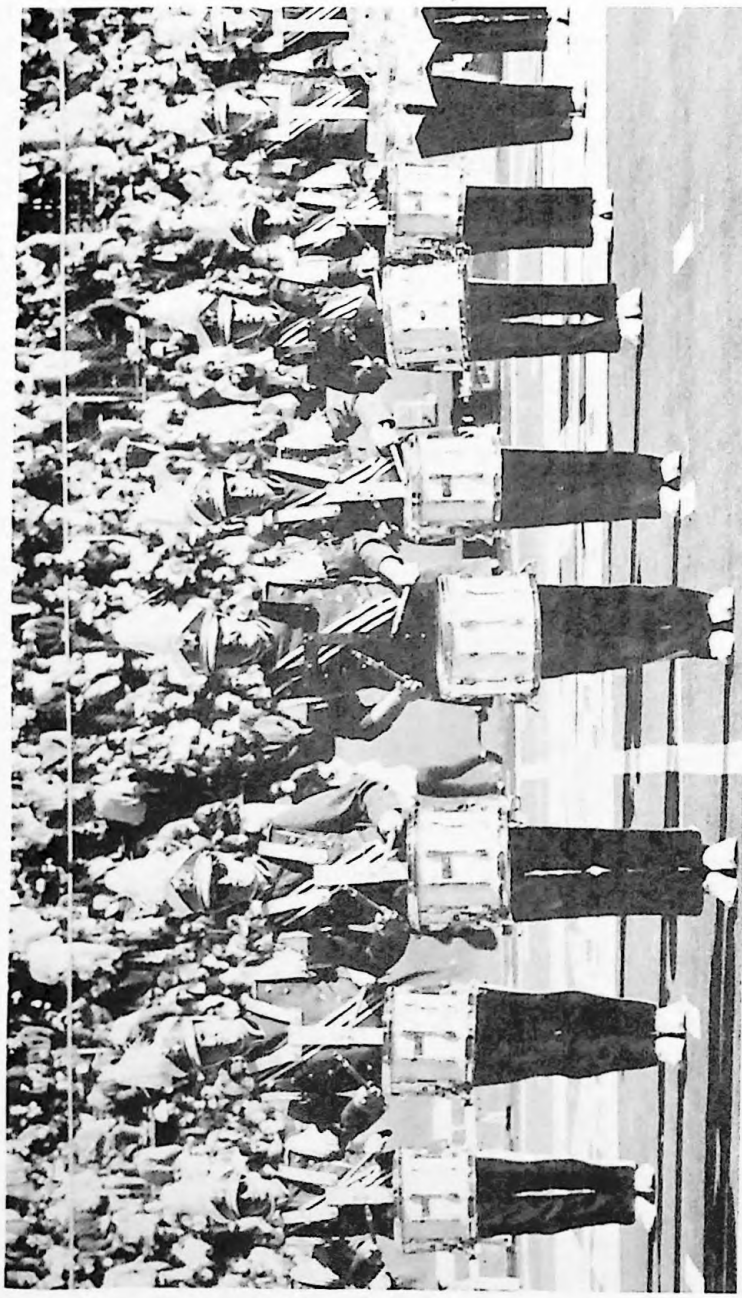
Marshall University's  
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# UNIVERSITY EXXON

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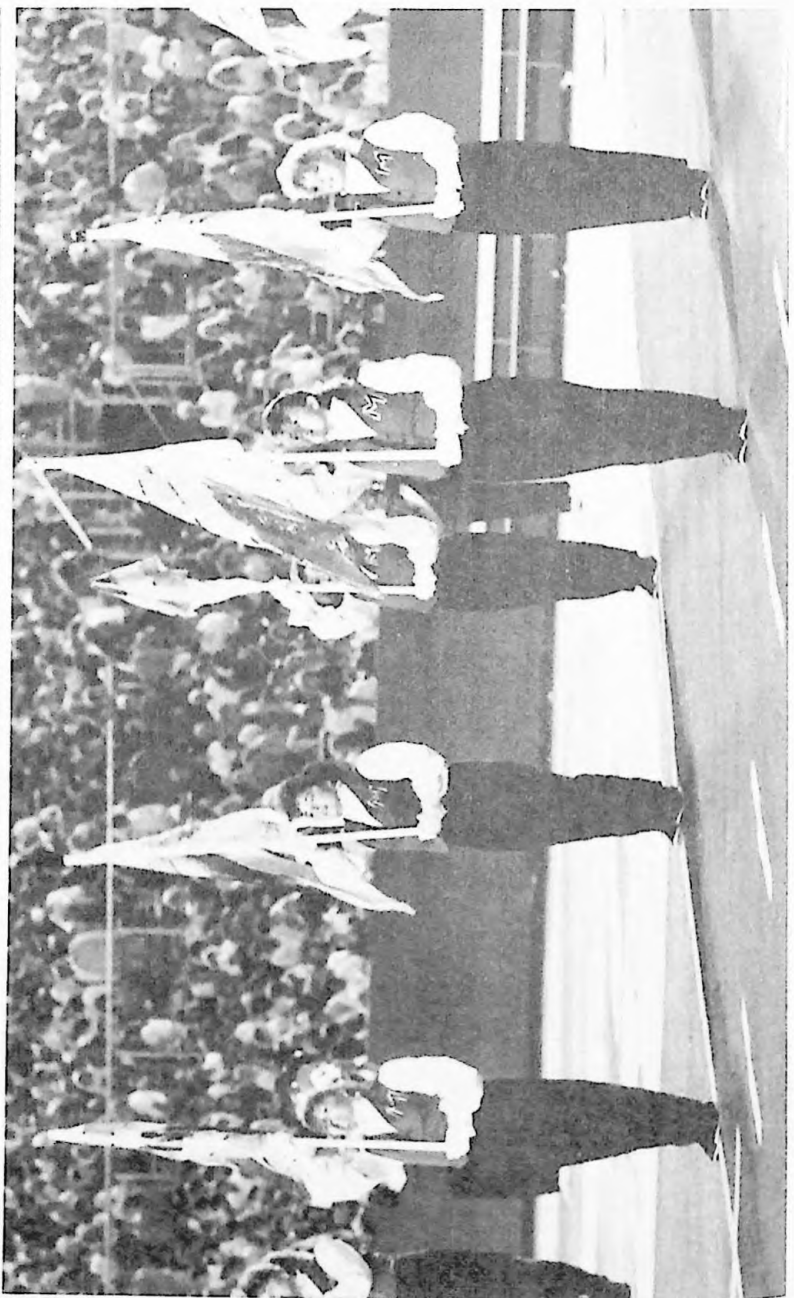
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# ON-CAMPUS RESIDENCE INFORMATION



## RESIDENCE HALLS/HOUSING

The Student Housing Office, 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 \$100.00 deposit (refundable if cancellation notice is received prior to July 1).

Fifty 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 first come, first serve basis, without regard to the student's race, religion, political affiliation, sex, age, handicap, sexual orientation, 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 July 31. Roommates who apply together will not be transferred separately unless otherwise indicated.

Although the housing contract is for a full academic year, room and board fees are paid in two (2) installments, due on approximately August 9 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 plan; (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. Commuter meal plans are available to off-campus students. 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 card upon payment of room and board fees. This meal card 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 closed during Thanksgiving, semester breaks, and spring vacation periods, with the exception of Twin Towers complex. Students living in Twin Towers must request and receive approval to stay during break periods. Valid reasons are employment and athletic team participation.

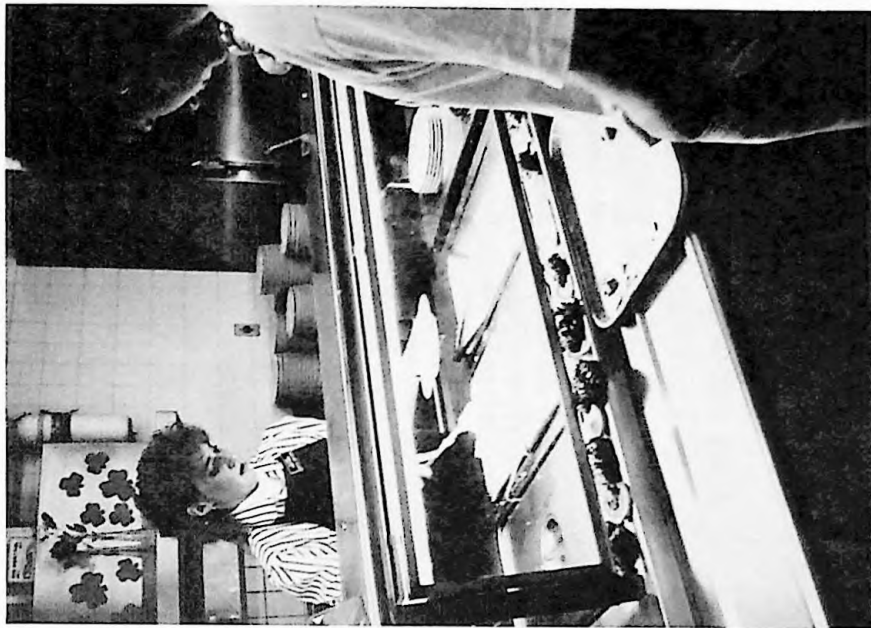
The halls close at 6:00 p.m. on the last day of class before holidays begin. At the close of a semester, students must vacate their residence halls within twenty-four hours following their last examinations.

## LOSS OR DAMAGE OF PROPERTY

The university is not responsible for loss 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 their room.

## 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 \$160 to \$290 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 Student Housing Office. Married students or students with children, full-time, are eligible to reside in family student housing units. Single graduate or upperclass students may apply; provided space is available after families and married couples have been accommodated.



# INTERCOLLEGIATE ATHLETICS

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 10,291 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 facilities for women's sports, are also provided.

Calling all  
Sports!



2. Marshall's athletic teams are fully competitive in the Southern Conference. 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, stimulates enthusiasm and instills excitement during all games. Tryouts for the Varsity squad are held each year in late spring. Freshmen must have successfully completed 12 credit hours at Marshall University or another recognized University as a transfer student. Freshmen tryouts are held in April. All candidates must meet the NCAA GPA eligibility for Athletes. Information about cheerleader tryouts is posted on campus and publicized in the Parthenon.


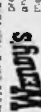

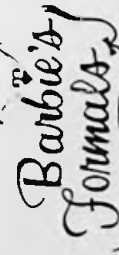
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ROUTE 60 - BARBOURSVILLE

# August 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
<p>AUGUST 7-17 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION</p>	<p>AUGUST 30 MINORITY STUDENTS NEW STUDENT RECEPTION FACULTY/STAFF INVITED 4 P.M. ALUMNI LOUNGE</p>	<p>ET CETERA ACCEPTING SUBMISSIONS MAY-DEC. 1989 CH 402A</p>	<p>ARTIST SERIES "The Wilde Spirit" 7 P.M. OMA</p>		<p>Last Day to Drop Courses with W Grade</p>	
<p><b>6</b></p>  <p><b>Chili-Willis</b> Mexican Cantina 841 4th AVENUE HUNTINGTON</p>	<p><b>7</b></p>	<p><b>1</b></p>	<p><b>2</b></p>	<p><b>3</b></p>	<p><b>4</b></p>	<p><b>5</b></p>
<p><b>13</b></p> <p><b>79¢</b> 1/4 lb.* Single <b>Hamburger</b> with the purchase of a large drink.</p> <p><small>*Not all days. See menu. Offer valid only at Huntington Wendy's. Tax and cheese extra. Not valid with any other offer. Please present your student ID card and ask for the "AU special of the month."</small></p> 	<p><b>14</b></p> <p>Deadline for Submitting Final Grades 9 A.M.</p> <p>Regular Registration 8 A.M. - 4:30 P.M.</p>	<p><b>15</b></p> <p>Regular Registration 8 A.M. - 4:30 P.M.</p>	<p><b>9</b></p> <p><b>SHONEY'S</b> America's Dinner Table STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY <b>16</b> WITH VALID I.D.</p>	<p><b>17</b></p>  <p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE <b>10</b> 833 6TH AVENUE</p>	<p><b>18</b></p> <p>Second Summer Term Ends</p>	<p><b>19</b></p>
<p><b>27</b></p>  <p><b>Barbie's Formal's</b></p> <p>FOR HOMECOMING MINI'S &amp; TEA LENGTHS IN SEQUINS, SATINS, LAMES, AND TAFFETAS. 998 EAST MAIN STREET MILTON, WV 26031</p>	<p><b>21</b></p> <p>Late Registration and Schedule Adjustment 8 A.M. - 5:30 P.M.</p> <p>First Day of Classes 8 A.M.</p>	<p><b>22</b></p> <p>Late Registration and Schedule Adjustment 8 A.M. - 5:30 P.M.</p> <p>MOVIE - MARCOS Star Trek I - TBA</p>	<p><b>23</b></p> <p>Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M. Power Play Series Non-Alumni Lounge MOVIE - MARCOS Star Trek II - TBA Living With Conflict Lecture - DMR 9:00 P.M. Fraternity Rush</p>	<p><b>24</b></p> <p>Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M. Minority Students Picnic - 3:00 P.M. Ritter Park MOVIE - MARCOS Star Trek III - TBA Freshman Dance 9 P.M. - Midnight DMR Fraternity Rush</p>	<p><b>25</b></p> <p>Last Day of Regular Registration for Fall Term 8 A.M.-4 P.M.</p>	<p><b>26</b></p> <p>Residence Halls Open 9 A.M.</p>
<p><b>27</b></p>	<p><b>28</b></p> <p>Fraternity Rush</p>	<p><b>29</b></p> <p>Fraternity Rush</p>	<p><b>30</b></p> <p>Fraternity Rush</p>	<p><b>31</b></p> <p>Fraternity Rush</p>	<p><b>25</b></p>	<p><b>26</b></p>
<p><b>It's not too late for Financial Aid Call One Valley Bank 1-800-521-7097 ONEVALLEY BANK®</b></p>						



## STUDENT AFFAIRS

The Division of Student Affairs provides a variety of educational and administrative services, programs, and activities in support of the academic mission of the University. It is committed to excellence in and integration of curricular and cocurricular activities to ensure a supportive living-learning environment for the whole student.

Guiding concepts of the Division are those of human growth and development and personal discipline within an open and supportive environment. The integration of the cognitive and affective dimensions so essential for personal growth are central in all Student Affairs programs and activities.

Goals of Division of Student Affairs are as follows:


1. To provide opportunities for students to broaden their cultural perspective and to facilitate the reduction of prejudice.
2. To provide training in leadership development.
3. To critically evaluate functions, objectives, and trends enabling the Division to strengthen services and seek innovative approaches to facilitate the educational process.
4. To identify, reduce, and anticipate organization and personal factors which contribute to unnecessary student attrition.
5. To maintain a timely and efficient management program that allocates resources, provides control of expenditures, and administers programs to meet developmental needs of a diverse student population.
6. To provide personal maintenance and support services and integrate them into the total life of the University community.
7. To encourage and assist individuals in developing goals, problem solving skills, and interpersonal relations skills.
8. To encourage and support participation of students in the University community and the Huntington community at large.
9. To assist in developing a secure and healthful institutional environment.
10. To assist students in clarifying their values, utilizing their leisure time wisely, developing a satisfying lifestyle, and selecting a career.

The Vice President/Dean of Student Affairs is involved in all University matters pertaining to student welfare with primary involvement in matters outside the classroom. The Vice President/Dean of Student Affairs is a member of the President's Cabinet and works closely with the Vice President for Academic Affairs and the Council of College Deans; supervises the Student Affairs Staff; helps to assess the learning and social needs of students; and recommends ideas to make Marshall a more productive and pleasing environment for students.

Three Associate Deans assist in the management and supervision of the various areas and units that comprise the Division of Student Affairs. These areas are: 1. Student Life, 2. Student Development, 3. Student Financial Assistance. Each of these is outlined in the following pages to provide an understanding of student services available and opportunities for participation in programs that enhance student experiences at Marshall University. The Vice President/Dean of Student Affairs is located in Room 116, Old Main, telephone 696-6422.

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**No Per Check Charge.**  
**No Service Charge.**  
**No Kidding!**

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# September 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
<p>SEPT. 2-16 JUNE KILGORE PAINTING EXHIBITION BIRKE GALLERY</p> <p>SEPT. 19-28 MARTHA TOLER SPENCER PAINTING EXHIBITION BIRKE GALLERY</p>	<p>SEPT. 22 &amp; 23 WV BLACK HISTORY CONFERENCE</p> <p>INT'L. STUDENTS WELCOME RECEPTION &amp; ACHIEVEMENT RECOGNITION 3 P.M. ALUMNI LOUNGE</p>	<p><i>Barbie's Formals</i></p> <p>FOR HOMECOMING MINI'S &amp; TEA LENGTHS IN SEQUINS, SATINS, LAMES, AND TAFFETAS 998 EAST MAIN STREET MILTON, WV 26041</p>	<p>ET CETERA Accepting Submissions May-Dec. 1989 CH 402A</p>	<p><b>SHOWEYS</b> America's Dinner Table<sup>®</sup></p> <p>STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY WITH VALID I.D.</p>	<p>Late Registration and Schedule Adjustment Closes for Fall Term 8 A.M. - 4:30 P.M.</p> <p>MOVIE - MARCOS Star Trek IV - TBA</p> <p><b>1</b> Fraternity Rush</p>	<p>FOOTBALL MU vs CATAWBA 7 P.M. home</p> <p><b>2</b> Fraternity Rush</p>
<p><b>3</b> Fraternity Rush</p>	<p>Labor Day Holiday University Closed</p> <p><b>4</b> Fraternity Rush</p>	<p>Sorority Rush Registration</p> <p>Minority Students Reception - Freshmen &amp; Transfer Students 7 P.M. Alumni Lounge</p> <p><b>5</b> Fraternity Rush</p>	<p>Sorority Rush Registration</p> <p>Montani String Quartet 8 P.M. SRH</p> <p>Electric Strawberry Society - MARCOS 9 P.M.</p> <p><b>6</b> Fraternity Rush</p>	<p>Sorority Rush Registration</p> <p>Minority Students Reception - BAFSO Outstanding Black High School Students</p> <p><b>7</b> Fraternity Rush</p>	<p>Sorority Rush Registration</p> <p>MOVIES - MARCOS Betrayed 3:30, Flowers in the Attic 6:30, &amp; Mascarade 8:00 P.M.</p> <p><b>8</b> Fraternity Rush</p>	<p>FOOTBALL MU vs MOREHEAD 7 P.M. home</p> <p><b>9</b> Fraternity Rush</p>
<p>Sorority Rush</p> <p><b>10</b> Fraternity Rush</p>	<p>Sorority Rush</p> <p>"Fraternity Bid Day" DMR</p> <p>Contemporary Issues Event - TBA</p> <p><b>11</b> Fraternity Rush</p>	<p>Sorority Rush</p> <p>Lynn &amp; Friends (Ventriloquist) MARCOS 9:00 P.M.</p> <p><b>12</b></p>	<p>Sorority Rush</p> <p>Power Play Series Noon-Alumni Lounge</p> <p>Homecoming/Springfest TBA - Noon</p> <p>ARTIST SERIES Isaac Stern 8 P.M. KAT</p> <p><b>13</b></p>	<p>Sorority Rush</p> <p>Minority Students Dewayne Wickham</p> <p>ARTIST SERIES Eduardus Halim 8 P.M. SRH</p> <p><b>14</b></p>	<p>MOVIES - MARCOS Year of Living Dangerously 3:30, Breaker Morant 6:30, &amp; Crocodile Dundee 8 P.M.</p> <p><b>15</b></p>	<p>CLEP Testing</p> <p>FOOTBALL MU vs EAST TENN 1:30 P.M. home</p> <p><b>16</b></p>
<p>Sorority Rush</p> <p><b>17</b></p>	<p>Sorority Rush</p> <p>"Sorority Bid Day" 5 P.M. DMR</p> <p>Leonardi Trio 8 P.M. SRH</p> <p><b>18</b></p>	<p><b>\$1.99</b> Big Classic Combo Big Classic, small fries and regular drink.</p> <p><small>Offer valid only at Huntington Woods. Tax and cheese extra. Not valid in any other state. Please present your student ID card and ask for the "W" symbol of the menu.</small></p> <p><b>Wendy's</b></p>	<p>Application for December Graduation Due in Dean's Office Last Day to Drop 1st 8 weeks Courses with W Grade</p> <p>MOVIES - MARCOS Last Waltz 3:30, Prince-Sign of the Times 6:30, &amp; U2-Rattle &amp; Hum 8 P.M.</p> <p><b>22</b></p>	<p>Minority Students Dewayne Wickham</p> <p>ARTIST SERIES Eduardus Halim 8 P.M. SRH</p> <p><b>21</b></p>	<p>Application for December Graduation Due in Dean's Office Last Day to Drop 1st 8 weeks Courses with W Grade</p> <p>MOVIES - MARCOS Last Waltz 3:30, Prince-Sign of the Times 6:30, &amp; U2-Rattle &amp; Hum 8 P.M.</p> <p><b>22</b></p>	<p>FOOTBALL MU vs UT-CHATTAHOOGA 7:30 P.M. away</p> <p><b>23</b></p>
<p> <b>Advanced Order</b> SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 24 833 6TH AVENUE</p>	<p>ARTIST SERIES Wynton Marsalis 8 P.M. KAT</p> <p><b>25</b></p>	<p>Power Play Series Noon-Alumni Lounge</p> <p>Oney - MARCOS 9:00 P.M.</p> <p><b>27</b></p>	<p>Power Play Series Noon-Alumni Lounge</p> <p>Oney - MARCOS 9:00 P.M.</p> <p><b>27</b></p>	<p> Chili-Willis Mexican Cantina 841 4th AVENUE HUNTINGTON</p> <p><b>28</b></p>	<p>MOVIES - MARCOS Live &amp; Let Die 3:30, On Her Majesty's Secret Service 6:30, Dr. No 8:00 P.M.</p> <p><b>29</b></p>	<p>FOOTBALL OPEN</p> <p><b>30</b></p>

# STUDENT LIFE



- 6. Student Governance
- 7. Student Legal Aid Center
- 8. Greek Affairs (fraternities and sororities)
- 9. Placement Center
- 10. Leadership Training and Development

The Student Life office is located in the Memorial Student Center, Room 2W31, telephone 696-6420.

## NEW STUDENT ORIENTATION

The student as a planner, participant, leader, and presenter is best exemplified in the area called Student Life. Staff strives to create environments for students where they can practice leadership skills and responsible citizenship, clarify their values, and generally become full participants in the learning process.

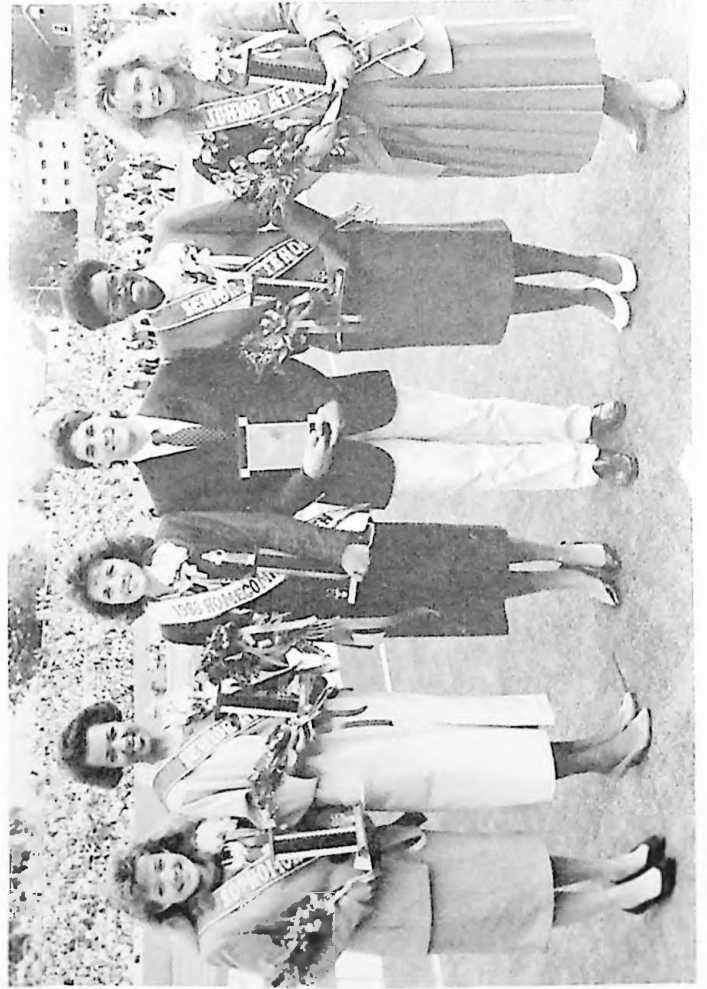
Staff provides advising, leadership development, support services in a variety of settings including but not limited to student social-cultural events, student governance, residence hall programs, fraternities and sororities, legal affairs, and off-campus and commuting students.

The various units within Student Life are as follows:

- 1. New Student Orientation
- 2. Residence Halls - Programming and Staff
- 3. Student Activities
- 4. Recognized Student Organizations
- 5. Judicial Affairs

New Student Orientation Programs are conducted during the summer and immediately preceding the fall, spring, and summer terms to help freshmen, transfer students, and their parents learn more about Marshall and meet students, staff, faculty, and administrators. Special Orientation programs for returning students (students 25 years of age or older), student athletes, honor students, and others are also conducted during the year. Faculty members and administrators, with the assistance of students, inform and advise incoming students regarding university policies, regulations, and community life, and assist them in developing their academic schedules and programs. A one time only, non-refundable \$25.00 fee is charged to all new students who attend the Orientation Program.

Each new student should attend one of the Orientation programs. For information, please write to New Student Orientation Programs, Office of Student Life, Marshall University, 400 Hal Greer Blvd., Huntington, West Virginia 25755-5401, or telephone 696-2354 or 696-2282.



## WE BAKE OUR OWN BREAD

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 or large salad with *valid I.D.*

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# October 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday																												
<p>OCT. 1-15 BRUNO LUCCHESI ARTIST IN RESIDENCE ART DEPARTMENT</p> <p>ET CETERA Accepting Submissions May-Dec. 1989 1 CH 402A</p>	<p>Reception for New Faculty Members 4-5:30 Laidly Formal Dining Room</p> <p>Slide Lecture- Bruno Lucchesi - 8 P.M. Birke Gallery 2</p>	<p>OCT. 3 - NOV. 10 BRUNO LUCCHESI &amp; DEBRA SHERWOOD CERAMIC SCULPTURE EXHIBITION - BIRKE GALLERY ARTIST SERIES "Ain't Misbehavin'" 3 8 P.M. KAT</p>	<p>Thursday's Child MARCOS 9:00 P.M. 4</p>	 <p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY THE COMPUTER STORE 5 833 6TH AVENUE</p>	<p>MOVIES - MARCOS Harold &amp; Maude 3:30, Dr. Strangelove 6:30, &amp; Catch 22 8:00 P.M. 6</p>	<p>FOOTBALL MU vs FURMAN 1:30 P.M. away 7</p>	<p><b>Single Combo only</b> <b>\$1.79</b> 1/4 lb. Single, small fries and regular drink.</p> <p><small>The average person consumes 200 calories. The diet consists of 1000 calories. The diet is a low calorie diet. Consult your doctor for more information. Please present your student I.D. card and ask for the "W" sign at the perimeter.</small></p> <p><b>Wendy's</b></p>	<p><b>SHONEY'S</b> America's Dinner Table STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY 10 WITH VALID I.D.</p> <p>9</p>	<p>Power Play Series Noon - Alumni Lounge</p> <p>University Theatre Musical HELLO DOLLY - OMA 8:00 P.M. Jane Powell 11 SRH 8:00 P.M.</p>	<p>Power Play Series Noon - Alumni Lounge</p> <p>University Theatre Musical HELLO DOLLY - OMA 8:00 P.M. Jane Powell 11 SRH 8:00 P.M.</p>	<p>University Theatre Musical HELLO DOLLY - OMA 8 P.M. 12</p>	<p>MOVIES - MARCOS Rose 3:30, Bright Lights Big City 6:30, &amp; Less than Zero 8:00 P.M. University Theatre Musical HELLO DOLLY - OMA 8:00 P.M. 13</p>	<p>FOOTBALL MU vs CITADEL 1:30 P.M. home</p> <p>University Theatre Musical HELLO DOLLY - OMA 8:00 P.M. 14</p>	<p>University Theatre Musical HELLO DOLLY - OMA 8 P.M. 15</p>	<p><i>Barbie's Formals</i></p> <p>FOR HOMECOMING MINI'S &amp; TEA LENGTHS IN SEQUINS, SATINS, LAMES AND TAFFETAS 998 EAST MAIN STREET MILTON, WV 743-9431</p> <p>16</p>	<p>Mid-Semester - 1st 8 Weeks Courses End</p> <p>David Harris Classic Guitar 8 P.M. SRH</p> <p>Homecoming Queen/Mr. Marshall 17 OC DMR 9:00 P.M.</p>	<p>2nd 8 Weeks Courses Begin</p> <p>18</p>	<p>Criminal Justice Fair - DMR 1-4 P.M.</p> <p>ARTIST SERIES In Praise of Autumn 8 P.M. OMA 19</p>	<p>Last Day to Drop Courses with W Grade</p> <p>Int'l. Students Job Search Seminar 2-4 P.M. MOVIES - MARCOS 3:30, 6:30, &amp; 20 8:00 P.M.</p> <p>21</p>	<p>CLEP Testing</p> <p>FOOTBALL MU vs EASTERN KY 7:30 away 21</p>	<p>Homecoming Events HOMECOMING WEEK 22 - 28 22</p>	<p>Homecoming Events</p> <p>23</p>	<p>David Naster (Comedian) - MARCOS 9:00 P.M. 24</p>	<p>Power Play Series Noon - Alumni Lounge</p> <p>ARTIST SERIES "Driving Miss Daisy" 8 P.M. KAT 25</p>	<p>Homecoming Events</p> <p>26</p>	<p>MOVIES - MARCOS Arsenic &amp; Old Lace 3:30, On the Waterfront 6:30, &amp; Gone With The Wind 8:00 P.M. International Students Halloween Party 8 P.M. 27</p>	<p>Homecoming- Game-Dance</p> <p>FOOTBALL MU vs VMI HOMECOMING 1:30 P.M. home 28</p>	 <p><b>Chili-Willis</b> Mexican Cantina 841 4th AVENUE 29 HUNTINGTON</p>	 <p>30</p>	<p>MU Flute Ensemble 8 P.M. SRH 31</p>	<p>OCT. 23 - DEC. 8 "WP" or "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION</p>	<p>OCT. 30 - NOV. 10 ADVANCE REGISTRATION FOR 2ND SEMESTER FOR CURRENTLY ENROLLED STUDENTS ONLY</p>	<p><b>It's not too late for Financial Aid Call One Valley Bank 1-800-521-7097</b></p> <p><b>ONEVALLEY BANK®</b></p>	
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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 Twin Towers East, first floor, (696)-3183.

## RESIDENCE HALL GOVERNMENT

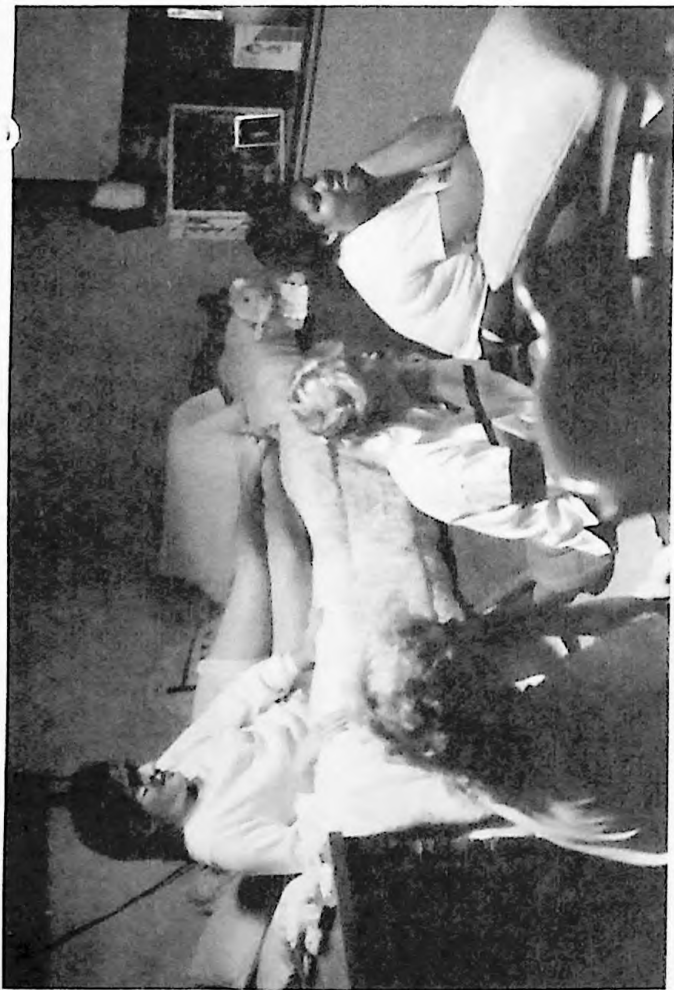
The residence hall community is comprised of diverse individuals from various and differing backgrounds and experiences. Such diversity calls for members of the community to be involved in their own governance. Each residence hall at Marshall has an individual hall council (called the Hall Advisory Council) 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, and build community. 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 residents to develop leadership skills including working with others and in establishing and meeting goals. The result is a steady, continual growth of pride in the hall and in the growth of self-confidence and 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 are held in each hall for floor representatives. The hall council election will provide an opportunity to become involved in residence hall activities.

The financial support for hall councils is derived from a membership fee collected from hall residents. 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 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. The Inter-Hall Government Council strives to represent the concerns of all residence hall students and be a positive factor in influencing change.



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# STUDENT ELECTIONS

NOVEMBER 8th

# November 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
<p>NOV. 13, 1989 - JAN. 12, 1990 CONTINUOUS REGISTRATION FOR 2ND SEMESTER OPEN TO ALL ADMITTED STUDENTS</p>	<p><b>SHONEY'S</b> America's Dinner Table® STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY WITH VALID I.D.</p>	<p>NOV. 1-15 DEBRA SHERWOOD ARTIST IN RESIDENCE ART DEPARTMENT</p> <p>ET CETERA Accepting Submissions May-Dec. 1989 CH 402A</p>	<p>Power Play Series Noon - Alumni Lounge Graduate &amp; Professional School Fair - DMR Montani String Quartet 8 P.M. SRH</p> <p>J.R. Roswall (Comedian) - MARCOS 9:00</p>	<p>ARTIST SERIES Eric Ruske 8 P.M. SRH</p>	<p>MOVIES - MARCOS A Night at the Opera 3:30, My Favorite Year 6:30, &amp; A Fish Called Wanda 8 P.M.</p>	<p>FOOTBALL MU vs APPALACHIAN 1:00 P.M. away</p>
<p>BLACK AWARENESS WEEK</p>	<p>BLACK AWARENESS WEEK Slide Lecture - Debra Sherwood - 8 P.M. Birke Gallery ARTIST SERIES The Paleolithic Prescription 8 P.M. OMA</p>	<p>BLACK AWARENESS WEEK Nina Perkins - Workshop Aids and People of Color - 12:30 P.M. MU Percussion Ensemble 8 P.M. SRH</p>	<p>BLACK AWARENESS WEEK Stu. Gov't Elections ARTIST SERIES Nina Wiener Dance Co. 8 P.M. KAT Jedda Jones MARCOS 9:00 P.M.</p>	<p>BLACK AWARENESS WEEK MU Orchestra 8 P.M. SRH</p>	<p>BLACK AWARENESS WEEK Parents Weekend Last Day to Drop 2nd 8 Weeks Courses with W Grade MOVIES - MARCOS 10 3:30, 6:30, &amp; 8 P.M.</p>	<p>BLACK AWARENESS WEEK Parents Weekend Outstanding Black H.S. Students Weekend FOOTBALL MU vs W. CAROLINA 11 1:30 P.M. home</p>
<p>BLACK AWARENESS WEEK Outstanding Black High School Students Weekend</p>	<p>BLACK AWARENESS WEEK MU Symphonic Band 8 P.M. SRH EXHIBITION GAME home game</p>	<p>ARTIST SERIES Cleveland Opera 8 P.M. KAT</p>	<p>Power Play Series Noon - Alumni Lounge Nurse &amp; Health Recruiting Fair - DMR University Theatre Play FIVE FINGER EXERCISE OMA 8 P.M. Talent Show: 9 P.M. Marcos</p>	<p>EXHIBITION GAME home game University Theatre Play FIVE FINGER EXERCISE OMA 8 P.M.</p>	<p>MOVIES - MARCOS Planet of the Apes 3:30,  Highlander 6:30, &amp;  The Running Man 8 P.M.  University Theatre Play  FIVE FINGER EXERCISE  OMA 8 P.M.  Minority Students  Monitoring Program  Thanksgiving Dinner  17 6 P.M.</p>	<p>CLEP Testing FOOTBALL MU vs GEORGIA SO. 1:00 P.M. away University Theatre Play FIVE FINGER EXERCISE OMA 8 P.M.</p>
<p>Barbie's Formals WE HAVE PARTY GOWNS IN VELVETS &amp; SEQUINS FOR THE HOLIDAYS. 998 EAST MAIN STREET MILTON, WV 243-9431</p>	<p>Classes Resume LADY HERD vs U of CHARLESTON home game MU vs VIRGINIA TECH away game ARTIST SERIES Hamlet/National Shakespeare Company 8 P.M. OMA</p>	<p>International Students Thanksgiving Dinner 5 P.M.</p>	<p>Thanksgiving Recess Begins - Classes Dismissed 12 Noon</p>	<p>Thanksgiving Day University Closed </p>	<p>Thanksgiving Holiday University Closed UNIV. OF VA. TOURN. away game</p>	<p>LADY HERD vs DUQUESNE home game</p>
<p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 26833 6TH AVENUE</p>	<p>Chili-Willis Mexican Cantina 841 4th AVENUE 28 HUNTINGTON</p>	<p>Incognito MARCOS 9:00 P.M.</p>	<p>University Chorus 8 P.M. SRH</p>	<p>799¢ 1/4 lb. * Single Hamburger with the purchase of a large drink and small fries</p>	<p>799¢ 1/4 lb. * Single Hamburger with the purchase of a large drink and small fries</p>	<p>Wendy's Relax, refresh, recharge. Offer valid only at Huntington Wendy's. Tax and other charges extra. Not valid with any other offer. Please check store for restrictions. To call a Wendy's location, call 1-800-368-8844.</p>

## STUDENT LEGAL AID CENTER (SLAC)

The Student Legal Aid Center employs a part-time licensed attorney and an ombudsman to assist all students. Although the attorney may not represent students in court, he/she 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 and civil rights.

The campus ombudsman assists students in understanding the various policies and procedures within the University such as grade appeals, judicial board appeals, grievances, mediation, and other areas. The primary role of the ombudsman is to ensure the fair and equitable treatment of students within all areas of the University.

Seminars are usually offered each semester on the topics of landlord/tenant, consumer protection, credit, and others. Brochures such as: Renter's Handbook, How To Sue In A Magistrate Court, Domestic Violence, Divorce/Annulment, Consumer Protection Tips, as well as other informative pamphlets are available free in the Center.

For free and confidential advice stop by Room 2W29 in the Memorial Student Center, or call 696-2366.

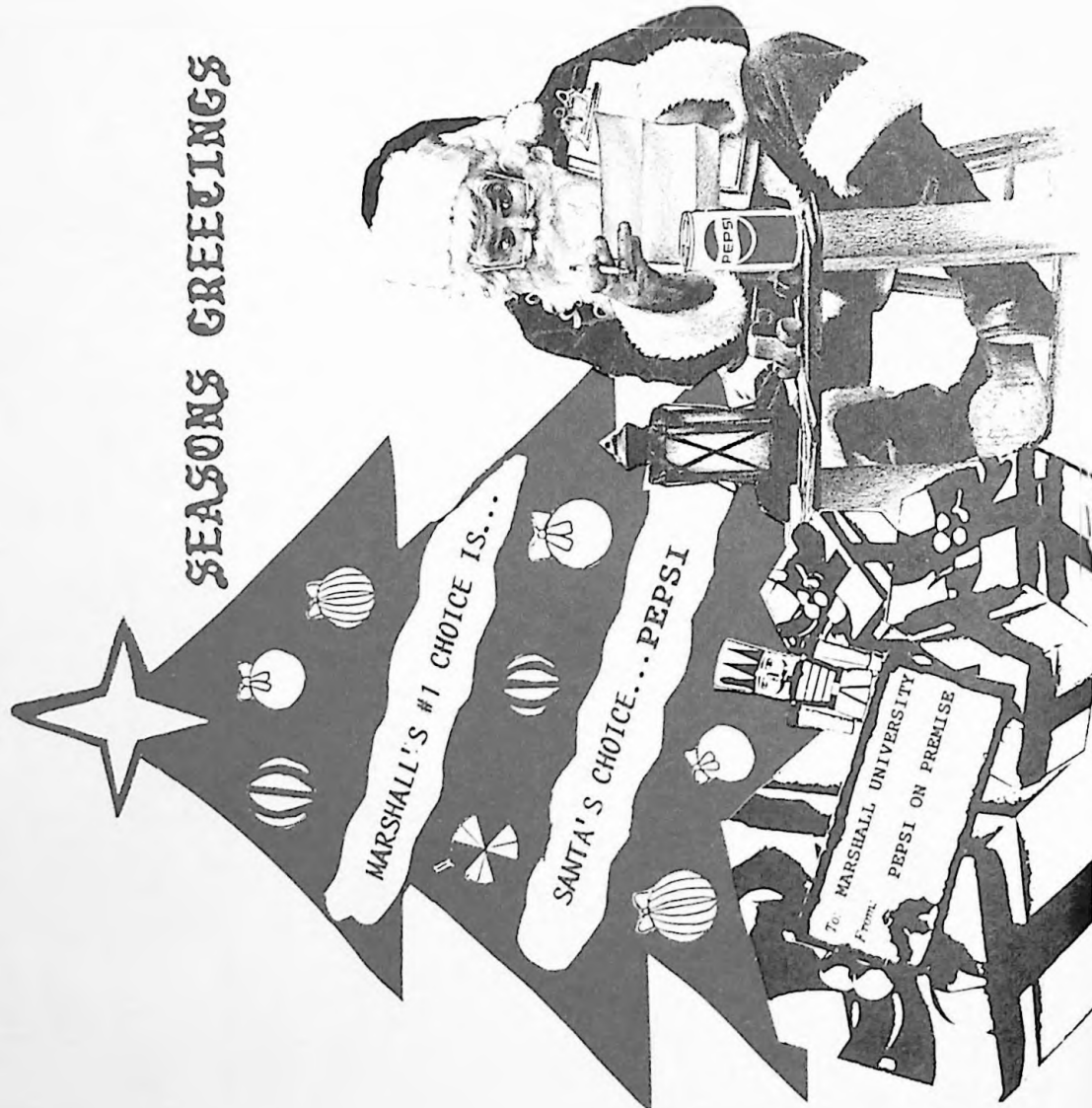
No appointment is necessary, but due to the limited office hours maintained, students are encouraged to call ahead.

Hours vary each semester depending on student traffic.

## JUDICIAL AFFAIRS

The Office of Judicial Affairs is responsible for the campus-wide implementation of the Student Code of Conduct, Housing and Residence Life Policies and Procedures, and all federal, state, county, local, city and municipal ordinances. Should a student be charged with a violation, he/she will be assured of due process which includes the right to be heard before the Judicial Board. The Board consists of two students and one faculty member. The Board hears all evidence presented on both sides of a case and makes a determination of responsibility. The judicial procedure focuses upon assisting students in their growth process through mediation, counselling and education.

## SEASONS GREETINGS



## EXAM SCHEDULE FALL 1989

FINAL EXAMINATION SCHEDULE - FALL SEMESTER 1989-90

EXAM HOUR	SATURDAY DEC 9	MONDAY DEC 11	TUESDAY DEC 12	THURSDAY DEC 14	FRIDAY DEC 15
8:00 a.m. till 10:00 a.m.	Classes Meeting At: 3:00 MWF	Classes Meeting At: 11:00 MWF	Classes Meeting At: 9:00 MWF	Classes Meeting At: 10:00 MWF	Classes Meeting At: 9:30 TTH
10:15 a.m. till 12:15 p.m.	Classes Meeting At: 3:30 TTH	Classes Meeting At: 2:00 TTH	Classes Meeting At: 8:00 TTH	Classes Meeting At: 12:30 TTH	Classes Meeting At: 8:00 MWF
1:30 p.m. till 3:30 p.m.		Classes Meeting At: 11:00 TTH	Classes Meeting At: 1:00 MWF	Classes Meeting At: 12:00 MWF	Classes Meeting At: 2:00 MWF
3:35 p.m. till 5:45 p.m.		ALL SECTIONS Speech 103	ALL SECTIONS Chemistry 100, 203,211,212, 355 and 356		

**EXAM DAYS:** Saturday morning, December 9; Monday, December 11; Tuesday, December 12; Thursday, December 14; Friday, December 15

**STUDY DAY:** Wednesday, December 13 (Wednesday evening classes examined)

**NOTE:** All classes meeting 4:00 p.m. and after will be examined at their regular class meeting beginning Monday, December 11, through and including Thursday, December 14, even if the exam falls on a Study Day. All Saturday classes will be examined on December 9.

This final set of grades are due in the Registrar's Office, Main 1-B by 9:00 A.M., Monday, December 18th

# December 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
<p>3</p> <p>MU Choral Union "Messiah" TBA</p> <p>Greek Awards Presentation 7 P.M. DMR</p> <p>4</p>	<p>4</p> <p>MU Choral Union "Messiah" TBA</p> <p>Greek Awards Presentation 7 P.M. DMR</p> <p>4</p>	<p>5</p> <p>MU vs WEST VIRGINIA UNIVERSITY away game</p> <p>5</p>	<p>6</p> <p>TBA MARCOS 9:00 P.M.</p> <p>6</p>	<p>7</p> <p>Minority Students Pizazz 6:30 Shawkey Rm</p> <p>ARTIST SERIES "The Night Before Christmas" by the Dayton Ballet 7 8 P.M. KAT</p> <p>7</p>	<p>8</p> <p>Last Class day for All Classes</p> <p>International Students Christmas Party 3 P.M.</p> <p>MU Jazz Ensemble 8 P.M. SRH</p> <p>8</p>	<p>9</p> <p>Exams for 3:00 and 3:30 Classes and Classes Meeting on Saturdays</p> <p>LADY HERD CLASSIC home game</p> <p>MU vs OHIO UNIVERSITY away game</p> <p>9</p>
<p>10</p> <p>LADY HERD CLASSIC home game</p> <p>10</p>	<p>11</p> <p>Exam Day</p> <p>11</p>	<p>12</p> <p>Exam Day</p> <p>12</p>	<p>13</p> <p>Study Day (Wed. night class exams)</p> <p>13</p>	<p>14</p> <p>Exam Day</p> <p>14</p>	<p>15</p> <p>Exam Day (Exams conclude at 3:30 P.M.) First Semester Ends Residence Halls Close 6 P.M.</p> <p>LADY HERD vs LOUISVILLE home game</p> <p>15</p>	<p>16</p> <p>MU vs CLEVELAND STATE home game</p> <p>16</p>
<p>17</p> <p>LADY HERD vs OHIO STATE home game</p> <p>17</p>	<p>18</p> <p>Deadline for Submitting Final Grades 9 A.M.</p> <p>MU vs SOUTHERN MISSISSIPPI home game</p> <p>18</p>	<p>19</p> <p>THE COMPUTER STORE 19 833 6TH AVENUE</p> <p>19</p>	<p>20</p> <p>99¢ Big Classic with purchase of a large drink</p> <p>20</p>	<p>21</p> <p>LADY HERD vs OHIO UNIVERSITY away game</p> <p>21</p>	<p>22</p> <p>University Offices Closed</p> <p>22</p>	<p>23</p> <p>University Offices Closed</p> <p>23</p>
<p>24</p> <p>CHRISTMAS</p> <p>24</p>	<p>25</p> <p>University Offices Closed</p> <p>CHRISTMAS</p> <p>25</p>	<p>26</p> <p>University Offices Closed</p> <p>26</p>	<p>27</p> <p>University Offices Closed</p> <p>27</p>	<p>28</p> <p>University Offices Closed</p> <p>MU vs SOUTHERN ALABAMA away game</p> <p>28</p>	<p>29</p> <p>University Offices Closed</p> <p>29</p>	<p>30</p> <p>SHONEY'S America's Dinner Table® STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY 30 WITH VALID I.D.</p> <p>30</p>
<p>31</p> <p>31</p>	<p>31</p> <p>31</p>	<p>31</p> <p>31</p>	<p>31</p> <p>31</p>	<p>31</p> <p>31</p>	<p>31</p> <p>31</p>	<p>31</p> <p>31</p>



## PLACEMENT CENTER

- \*Vocational interest testing/interpretation
  - \*Career counseling
  - \*Career Library
  - \*Computerized career planning systems
  - \*Part-time and summer employment assistance
  - \*Career and job fairs in business, health, criminal justice, and education
  - \*Externship program - placing students in volunteer work experiences related to major field of study
  - \*Graduate school advising/information
  - \*Workshops on resume writing, interviewing, job search strategies
  - \*Credentialed file service (\$5.00 fee - required for campus interviewing)
  - \*Employment Opportunities Bulletin - bi-weekly job listings (free review in office; mail subscriptions, 6 mos. . . \$9.00, 12 mos. . . \$15.00 - 3 mos free with credential file registry)
  - \*Job listing exchange program with various colleges from other geographical areas
  - \*Campus interviews with visiting employers (graduates with associate, bachelor, or master's degree)
  - \*Background information and addresses for employers on local, state, or national level
  - \*Civil Service employment information (state and federal)
  - \*Salary survey information for college-level employment
  - \*Current Cost-of-Living Index listings for major cities
- All undergraduates, seniors, and alumni are eligible to use the Placement Center services. As a part of the Student Affairs Division, para and professional staff members are available to assist with any of the services outlined above.

Seniors (two- or four-year) and graduate students are encouraged to register with the Center at the beginning of their final year to begin a comprehensive job search or to investigate continuing education options.

All students should recognize that stiff competition for college-level jobs faces every graduate. The advantage always belongs to the student who plans and prepares for the future by building an impressive record of academics, employment, and extra-curricular activities. It is vital for each student to give high priority to planning and preparing for either post-graduation employment, graduate school, or professional school. Taking a "wait and see what happens" attitude puts a great risk on your chances for future happiness. We invite you to use the Career Planning and Placement Center services and let us help you maximize your career success.

### Placement Fees:

Those services of the Career Planning and Placement Center which require a fee include credential file placement, credential file requests, copies, testing, and the Employment Opportunities Bulletin.

For further information on any of the above services, students may contact the Career Planning and Placement Center, located 17th Street & 5th Avenue (telephone 696-2370).

## 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 equal partners with the faculty, staff and administration in the decision-making at 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 total student body.

Student Government consists of three divisions: Executive, Legislative, and Judicial. Under the Constitution, Senate elections are held twice yearly, in November and March. This allows for a revolving membership as in the United States Senate. Constituencies are based on the Academic Colleges.

The Student Court, appointed by the Student Body President, 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 of 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, allows students to get involved with the community. Other projects include providing listings for Off-Campus Housing, facilitating a Com-muter network, sponsoring Blood Drives for the American Red Cross, helping to provide students with emergency student loans, providing transportation to ballgames, and actively lobbying the State Government for higher education.

All 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. Students interested in Student Government should stop by the Student Government Office in the Memorial Student Center, Room 2W29, or call (696)-6435.

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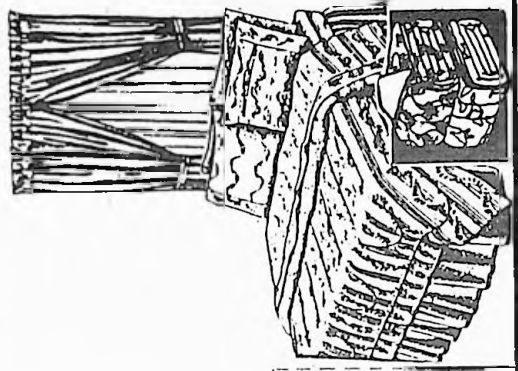
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## GREEK AFFAIRS (SORORITIES & FRATERNITIES)

Fraternities and Sororities offer the individual student a unique opportunity for personal and interpersonal development. Marshall's fraternities and sororities encourage scholastic achievement and good citizenship from their members, provide opportunities for social growth, provide leadership opportunities within the individual chapters, stress involvement and leadership in various campus organizations, sponsor many campus and community service projects, and offer lifelong friendships between the members.

Marshall's Greek system offers 18 fraternity and sorority chapters who work together through the Interfraternity Council, the Panhellenic Council, and the Black Greek Council. Marshall has a full-time Coordinator of Greek Affairs who is responsible for advising Greek organizations. For more information contact the Office of Greek Affairs at the Memorial Student Center, Suite #2W31, telephone 696-2284.

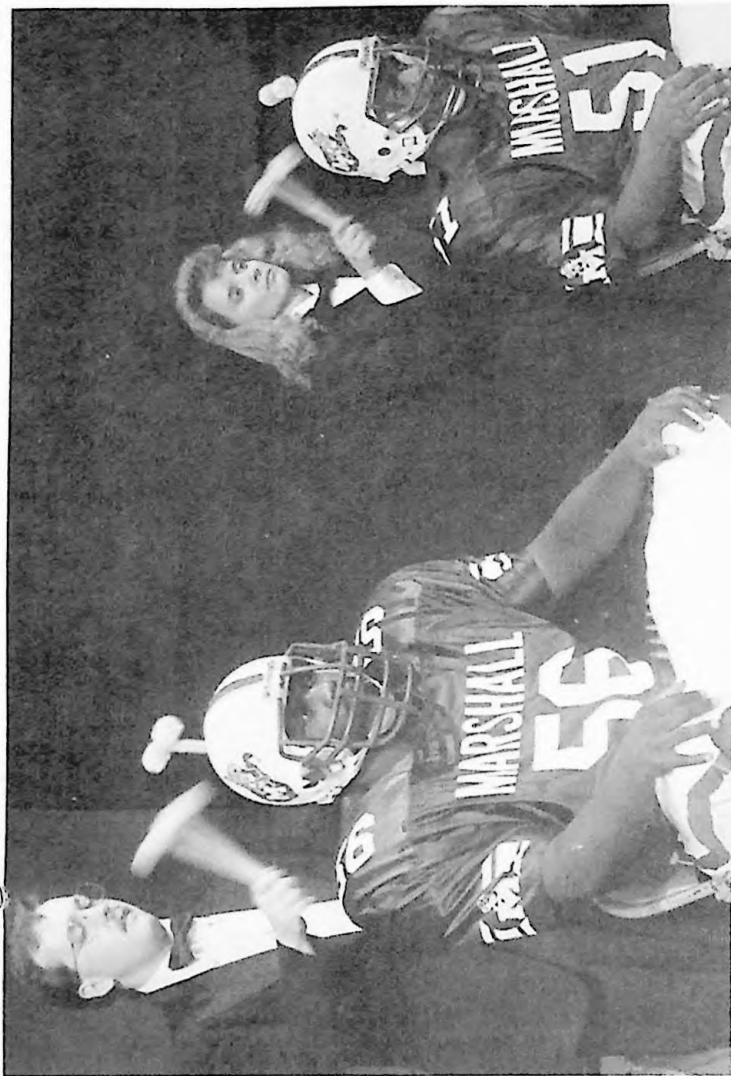
## STUDENT ACTIVITIES

A complete college experience involves the development of academic and vocational pursuits, as well as the development of personal and interpersonal skills. Student Activities Programs are designed to help students develop knowledge and skills for continued growth. Part of the total experience is found in the excitement of working with other students on a programming committee, for example. This not only develops interpersonal relationships and practical work experience, but also provides special training in leadership qualities vital to students' future success.

The programs chosen and presented by the student committees help to develop a stimulating, creative and enjoyable campus environment, both for the audience and for committee members. The following committees are coordinated by the Campus Entertainment, Unlimited Board:

Cinema Arts  
Marco's (Coffee House)  
Contemporary Issues  
Homecoming  
Special Recreation  
Springfest

The Student Activities staff and student leaders cooperate with all divisions of the University community in programming to meet student interests as well as educational and informational needs. The office is located in the Memorial Student Center 2W38, 696-6770.



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Dr. William L. Ratcliff  
523-4819

# February 1990

sunday	monday	tuesday	wednesday	thursday	friday	saturday
<p>BLACK HISTORY MONTH</p> <p>Sorority Rush</p> <p>"Sorority Bid Day" 5 P.M. - DMR</p> <p>4</p>	<p>Sorority Rush</p> <p>5</p> <p>MU vs TENNESSEE-CHATTANOOGA away game</p> <p>12</p>	<p><b>SHONEY'S</b> America's Dinner Table STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY WITH VALID I.D.</p> <p>ARTIST SERIES Journey Into Impressionism 8 P.M. - SRH</p> <p>6</p>	<p><i>Be Mine Valentine</i></p> <p>LADY HERD vs MOREHEAD STATE away game</p> <p>ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p>7</p>	<p>Sorority Rush</p> <p>LADY HERD vs XAVIER home game</p> <p>1</p> <p><b>Chili-Willis</b> Mexican Cantina 841 4th AVENUE HUNTINGTON</p> <p>8</p>	<p>Sorority Rush</p> <p>FEB 2-24 Selina Trief Paintings &amp; Drawings Exhibition Birke Gallery</p> <p>MOVIES - MARCOS TBA</p> <p>2</p> <p>Last Day to Drop 1st 8 Weeks Courses with W Grade</p> <p>International Students Valentine's Dance 8 P.M.</p> <p>MOVIES - MARCOS TBA</p> <p>9</p>	<p>Sorority Rush</p> <p>LADY HERD vs SHAWNEE STATE home game</p> <p>MU vs WESTERN CAROLINA away game</p> <p>10</p> <p>LADY HERD vs FURMAN away game</p> <p>MU vs FURMAN home game</p> <p>University Theatre Play ALL MY SONS - 17 OMA 8 P.M.</p> <p>17</p>
<p>Sorority Rush</p> <p>11</p> <p><b>Two SuperBar Meals for \$5.00</b> plus tax.</p> <p><small>Offer valid 5:00-11:00 p.m. Mon-Fri. Tax and gratuity extra. Not valid with other offers. Please present your Student I.D. card and ask for the MU. It's all at Wendy's this month.</small></p> <p>WV Statewide Resident Advisor Conference - MSC</p> <p>25</p>	<p>MU vs THE CITADEL home game</p> <p>19</p> <p>LADY HERD vs EAST TENNESSEE ST. home game</p> <p>MU vs APPALACHIAN ST. away game</p> <p>26</p>	<p>ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p>14</p> <p>ARTIST SERIES Carl Halverson 8 P.M. - SRH</p> <p>13</p> <p>ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p>21</p> <p>Power Play Series Noon - Alumni Lounge ENTERTAINMENT - MARCOS 9 P.M. Acts TBA</p> <p>University Theatre Play ALL MY SONS - 15 OMA 8 P.M.</p> <p>15</p> <p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 22 833 6TH AVENUE</p> <p>22</p>	<p>ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p>21</p> <p>Power Play Series noon - Alumni Lounge ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p>28</p>	<p>WV Statewide Resident Advisor Conference - MSC</p> <p>LADY HERD vs APPALACHIAN STATE home game</p> <p>MU vs EAST TENNESSEE STATE away game</p> <p>24</p>	<p>WV Statewide Resident Advisor Conference - MSC</p> <p>MU Wind Symphony 8 P.M. - SRH</p> <p>MOVIES - MARCOS TBA</p> <p>23</p>	<p>WV Statewide Resident Advisor Conference - MSC</p> <p>LADY HERD vs APPALACHIAN STATE home game</p> <p>MU vs EAST TENNESSEE STATE away game</p> <p>24</p>
<p>WV Statewide Resident Advisor Conference - MSC</p> <p>25</p>	<p>LADY HERD vs EAST TENNESSEE ST. home game</p> <p>MU vs APPALACHIAN ST. away game</p> <p>26</p>	<p><i>Barbie's Formals</i> FOR THE RECENTLY ENGAGED GORGEOUS BRIDAL GOWNS FOR YOUR UPCOMING WEDDING 998 EAST MAIN STREET MILTON, WV 24331</p> <p>27</p>	<p>Power Play Series noon - Alumni Lounge ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p>28</p>	<p>WV Statewide Resident Advisor Conference - MSC</p> <p>MU vs EAST TENNESSEE STATE away game</p> <p>24</p>	<p>WV Statewide Resident Advisor Conference - MSC</p> <p>MU Wind Symphony 8 P.M. - SRH</p> <p>MOVIES - MARCOS TBA</p> <p>23</p>	<p>WV Statewide Resident Advisor Conference - MSC</p> <p>LADY HERD vs APPALACHIAN STATE home game</p> <p>MU vs EAST TENNESSEE STATE away game</p> <p>24</p>

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# STUDENT DEVELOPMENT



The Student Development Center is best described as the educational support service area of the Division of Student Affairs. Its major goal is to enhance and support a student's personal and academic development. This assistance is accomplished through developmental, remedial, and preventive programs, activities, and services which include, but are not limited to, personal and social counseling; educational and career counseling; reading and study skills development; tutorial services; minority, women, returning students, and international student programs; health education; and disabled student services.

All units of the Student Development Center are located on the first floor of Pritchard Hall, except for the Minority Students Office, located in 1W25 of the Memorial Student Center, and the Buck Harless Student Athlete Program, located in room 3007 of the Henderson Center.

Information on any program or service can be obtained by calling 696-2324.

## 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.

## STUDENT ATHLETE PROGRAM

The Buck Harless Student Athlete Program is an academic support service especially designed to assist student athletes to ensure they have as much academic success as their abilities permit and to offset any educational disadvantages incurred as a result of participation in an intercollegiate athletic program. The program staff is involved with the recruiting efforts, coordinate and provide tutoring, counseling, and personal development programs; provide information to assist in student athletes' eligibility and maintain data on the student athlete. The office is located in Room 3007 Henderson Center, telephone 696-6626.

## STUDENT SUPPORT SERVICES

The Student Support Services Program is a federally funded program that provides 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)-3164.



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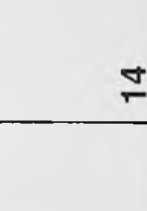


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# March 1990

# STUDENT ELECTIONS

MARCH 7th

sunday	monday	tuesday	wednesday	thursday	friday	saturday
<p>MARCH 12 - MAY 4 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION</p> <p><b>4</b></p> 	<p>MAR. 26 - APR. 7 INFLUENCES V: EXHIBITION - 8 P.M. BIRKE GALLERY</p> <p><b>5</b></p>  <p>841 4th AVENUE HUNTINGTON</p>	<p>ARTIST SERIES Caribbean Grand Tour 8 P.M. OMA</p> <p><b>6</b></p>	<p>Mid-Semester - 1st 8 Weeks Courses End Student Government Election Teacher Recruitment Fair - Di:R Montan: String Quartet - 8 P.M. SRH</p> <p><b>7</b></p>	<p>Business Career &amp; Job Fair - DMR</p> <p><b>1</b></p>	<p>SOUTHERN CONFERENCE TOURNAMENT</p> <p>MOVIES - MARCOS TBA</p> <p><b>2</b></p> 	<p>SOUTHERN CONFERENCE TOURNAMENT</p> <p>LADY HERD vs WESTERN CAROLINA home game</p> <p><b>3</b></p> 
<p>SOUTHERN CONFERENCE TOURNAMENT</p> <p><b>4</b></p> 	<p>Spring Vacation Classes Dismissed</p> <p><b>11</b></p>	<p>Spring Vacation Classes Dismissed</p> <p><b>12</b></p> 	<p>Spring Vacation Classes Dismissed</p> <p><b>14</b></p>	<p>Spring Vacation Classes Dismissed</p> <p><b>15</b></p>	<p>Spring Vacation Classes Dismissed</p> <p><b>16</b></p>	<p>Spring Vacation Classes Dismissed</p> <p>CLEP Testing</p> <p><b>17</b></p> 
<p>Spring Vacation Classes Dismissed</p> <p>Residence Halls Open 12 Noon</p> <p><b>18</b></p>	<p>Classes Resume 8 A.M.</p> <p><b>19</b></p>	<p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 20 833 6TH AVENUE</p> <p><b>20</b></p> 	<p>Power Play Series Noon - Alumni Lounge ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p><b>21</b></p>	<p>FOR THE RECENTLY ENGAGED - GORGEOUS BRIDAL GOWNS FOR YOUR UPCOMING WEDDING 22 998 EAST MAIN STREET MILTON, WV 24393</p> <p><b>22</b></p> 	<p>MOVIES - MARCOS TBA</p> <p><b>23</b></p>	<p><b>SHONEY'S</b> America's Dinner Table STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY <b>24</b> WITH VALID I.D.</p>
<p>Spring Vacation Classes Dismissed</p> <p><b>26</b></p>	<p>Honors Convocation 8 P.M. SRH</p> <p>Et Cetera Published/ Distributed - CH 402A</p> <p><b>26</b></p>	<p>MU Flute Ensemble 8 P.M. SRH</p> <p>Et Cetera Published/ Distributed - CH 402A</p> <p><b>27</b></p>	<p>University Theatre Play TBA - OMA 8 P.M. Influences V: Image &amp; Imagination Design Symposium-For Infor: contact Art Dept Et Cetera Published/ Distributed - CH 402A</p> <p><b>28</b></p>	<p>University Theatre Play TBA - OMA 8 P.M. Influences V: Image &amp; Imagination Design Symposium-For Infor: contact Art Dept Et Cetera Published/ Distributed - CH 402A</p> <p><b>29</b></p>	<p>University Theatre Play TBA - OMA 8 P.M. Influences V: Image &amp; Imagination Design Symposium-For Infor: contact Art Dept Et Cetera Published/ Distributed - CH 402A</p> <p><b>30</b></p>	<p>University Theatre Play TBA - OMA 8 P.M. Influences V: Image &amp; Imagination Design Symposium-For Infor: contact Art Dept Et Cetera Published/ Distributed - CH 402A</p> <p><b>31</b></p>

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## INTERNATIONAL STUDENTS AND SCHOLARS PROGRAM

International Student and Scholar Program is designed to help international students adjust to a new and sometimes perplexing environment. The staff provides special assistance to students regarding cultural familiarization, language, housing, employment, academic and personal matters, responsibilities as nonimmigrant students, and immigration requirements and procedures. It concentrates on helping international 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. Cooperation between the Center for International Studies, MCI, and the Coordinator of International Students and Scholars Program is ongoing. For additional information call (696)2379.

### 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.

## 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, Self Care Series, Women's Health Series, Better Body, eating disorders and other health issues, a Contraceptive Health Education Clinic (CHEC), and Wellness Ways, a preventive health magazine. A physical fitness program is offered by trained aerobic/dance instructors. CR 280 provides training to volunteers whose objective is to educate students about AIDS. A Wellness Walk program offers incentives to those who wish to walk regularly and provides a well-marked walk route around campus. An improvement/incentive program is offered each Spring semester to provide assistance to students wishing to improve grades, lose weight, or reduce stress. Offices of the SHEP Coordinator and staff are located in Prichard Hall. For information and service, call (696)-4800.






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sunday	monday	tuesday	wednesday	thursday	friday	saturday
<p>APR. 2-6 ADVANCE REGISTRATION FOR SUMMER SESSION FOR CURRENTLY ENROLLED STUDENTS</p> <p><b>1</b></p>	<p>Et Cetera Published/ Distributed - CH 402A</p> <p><b>2</b></p>	<p>Et Cetera Published/ Distributed - Ch 402A</p> <p><b>3</b></p>	<p>Et Cetera Published/ Distributed - CH 402A Power Play Series Noon - Alumni Lounge ARTIST SERIES New Amsterdam Sinfonietta/ Igor Kipnis - 8 P.M. KAT ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p><b>4</b></p>	<p>Et Cetera Published/ Distributed - CH 402A</p> <p><b>5</b></p>	<p>Et Cetera Published/ Distributed - CH 402A</p> <p><b>6</b></p> <p>MOVIES - MARCOS TBA</p>	<p>International Festival</p> <p><b>7</b></p>
<p>SPRINGFEST</p> <p>international Festival</p> <p><b>8</b></p>	<p>SPRINGFEST</p> <p>APR. 9 - JUNE 8 CONTINUOUS REGISTRATION FOR SUMMER SESSION OPEN TO ALL ADMITTED STUDENTS</p> <p><b>9</b></p>	<p>SPRINGFEST</p> <p>ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p><b>10</b></p>	<p>SPRINGFEST</p> <p>Last Day to Drop 2nd 8 Weeks Courses with W Grade</p> <p><b>11</b></p>	<p>SPRINGFEST</p> <p>Good Friday Holiday Classes Dismissed</p> <p><b>12</b></p>	<p>SPRINGFEST</p> <p><b>13</b></p>	<p>SPRINGFEST</p> <p><b>14</b></p>
<p>GREEK WEEK</p> <p>EASTER</p>  <p><b>15</b></p>	<p>GREEK WEEK</p> <p>APR. 16-17 ADVANCE REGISTRATION FOR THE FALL SEMESTER FOR CURRENTLY ENROLLED STUDENTS</p> <p><b>16</b></p>	<p>GREEK WEEK</p> <p>MU Percussion Ensemble - 8 P.M. SRH</p> <p><b>17</b></p>	<p>GREEK WEEK</p> <p>University Chorus 8 P.M. SRH</p> <p>ENTERTAINMENT MARCOS 9 P.M. Acts TBA</p> <p><b>18</b></p>	<p>GREEK WEEK</p> <p>ARTIST SERIES Judy Collins 8 P.M. KAT</p> <p><b>19</b></p>	<p>GREEK WEEK</p> <p>MU Wind Symphony 8 P.M. SRH</p> <p>MOVIES - MARCOS TBA</p> <p><b>20</b></p>	<p>GREEK WEEK</p> <p>Clep Testing</p> <p><b>21</b></p>
<p><b>SHONEY'S</b> America's Dinner Table. STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY <b>22</b> WITH VALID I.D.</p>	<p>MU Symphonic Band 8 P.M. - SRH</p> <p><b>23</b></p>	<p><b>Save 50¢</b> on any <b>Chicken Combo.</b> Purchase any Chicken Sandwich, small fries and regular drink. <small>Other variations at Huntington-Wendys. Tax and create only. Must be 18 or older and 10¢ extra charge for the MU special of the region.</small></p> <p><b>Wendys</b></p>	<p>University Theatre Play STEEL MAGNOLIAS OMA 8 P.M.</p> <p>ARTIST SERIES Asako Urushihara 8 P.M. SRH</p> <p>ENTERTAINMENT MARCOS 9 P.M.</p> <p><b>25</b></p>	<p>University Theatre Play STEEL MAGNOLIAS OMA 8 P.M.</p> <p>Mentoring Program Banquet - 6 P.M. Shawkey Room</p> <p><b>26</b></p>	<p>University Theatre Play STEEL MAGNOLIAS OMA 8 P.M.</p> <p>MOVIES - MARCOS TBA</p> <p><b>27</b></p>	<p>University Theatre Play STEEL MAGNOLIAS OMA 8 P.M.</p> <p><b>28</b></p>
<p>Minority Students Picnic - 2 P.M. Ritter Park</p> <p><b>29</b></p>	<p>Greek Awards Presentation 7 P.M. DMR</p> <p>APR. 30 - AUG 24 CONTINUOUS REGISTRATION FOR FALL SEMESTER OPEN TO ALL ADMITTED STUDENTS</p> <p><b>30</b></p>	 <p><b>Chili-Willis</b> Mexican Cantina 841 4th Avenue HUNTINGTON</p>	 <p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 833 6TH AVENUE</p>	<p><b>Time to think about financing next semester 1-800-521-7097</b></p> <p>ONEVALLEY BANK®</p>		



## 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. 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. (Additional services are available in Community College in Room 138, or call (696)-3016.)

## EXAM PROCEDURES FOR HANDICAPPED STUDENTS

The Vocational Rehabilitation Act of 1973 Section 504 states that a handicapped student has a right to be tested in a manner that indicates what the student knows rather than indicating the EFFECTS OF HIS/HER handicap. PROFESSORS MAY REQUIRE THAT STUDENTS PROVIDE documentation that a handicap exists and that an exception in testing procedures has been prescribed by a qualified professional. ACCOMMODATIONS in testing may include time extension, isolation in a separate room to avoid distractions, a reader, or a person or tape recorder to record the student's responses.

CONSULTATION IN DEVELOPING TESTING ACCOMMODATIONS MAY BE OBTAINED FROM DISABLED STUDENTS SERVICES, PRICHARD HALL. TELEPHONE: 3111.

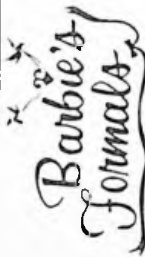






## WV DIVISION OF REHABILITATION SERVICES

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.

## WOMEN'S CENTER AND RETURNING STUDENTS PROGRAM

The Center is an information, resource, and service center for students. Ongoing activities include counseling, information and referral services, weekly seminars on topics of interest for women and returning students, a newsletter, and a resource library. The Center also sponsors speakers, conferences, and arts events, and acts as an advocate for students, both individually and on a collective basis. "Returning students" is our description of non-traditional students over the age of 25 who have "returned" to college after a break in their education. The Center maintains close ties with the Returning Student Organization, and also conducts summer and winter orientations for adults interested in returning to school. Please stop by the Center located in Prichard Hall Room 143, or for additional information, call (696)-3112.

sunday	monday	tuesday	wednesday	thursday	friday	saturday
	 <p>WE HAVE THE GOWN FOR YOUR UPCOMING SORORITY DANCE AND GRADUATION PARTY 998 EAST MAIN STREET MILTON, WV 26041</p>	MU Orchestra 8 P.M. SRH <b>1</b>	ENTERTAINMENT MARCOS 9 P.M. Acts TBA <b>2</b>	Minority Students Pizzazz 6:30 Shawkey Rm  MU Jazz Ensemble 8 P.M. SRH <b>3</b>	Last Class Day for all classes  <b>4</b>	Exams for 3:00 and 3:30 Classes and Classes Meeting on Saturday <b>5</b>
 <p>Chili-Willis Mexican Cantina 841 4th AVENUE HUNTINGTON <b>6</b></p>	Exam Day <b>7</b>	Exam Day <b>8</b>	Study Day (Wed. night class exams) <b>9</b>	Exam Day <b>10</b>	Exam Day (Exams conclude at 3:30 P.M.) Residence Halls Close 6 P.M. (except for those graduating students) International Students Graduation Luncheon - Noon <b>11</b>	153rd Commencement Exercises 11 A.M. <b>12</b>
	Deadline for Submitting Final Grades 9 A.M. <b>14</b>		<b>FREE</b> regular drink with any purchase. <small>Offer valid only at participating Wendy's. Tax and service extra. Not valid with any other offer. Please present valid budget ID card and ask for the MU student ID network.</small> 			
<b>13</b>	<b>14</b>	<b>15</b>	<b>17</b>	<b>18</b>	<b>19</b>	
				 <p>SHONEY'S America's Dinner Table. STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY 24 WITH VALID I.D.</p>	<b>25</b>	<b>26</b>
<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>31</b>	<b>25</b>	<b>26</b>
 <p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 27 833 6TH AVENUE</p>	Memorial Day Holiday University Closed <b>28</b>					<p><b>Time to think about financing next semester</b> <b>1-800-521-7097</b> ONEVALLEY BANK®</p>

## MINORITY STUDENTS PROGRAM

The staff offers programs that address specific educational, cultural, and social needs of black students. The program's goal is to provide an environment that permits student growth and to aid the university community in its efforts to enrich cross-cultural and racial understanding. Programs related to the understanding of the black political perspective, life style, social life, and educational and professional advancements are characteristic of this office. For additional information, call 696-6705.

## SUBSTANCE ABUSE EDUCATION PROGRAM

The SAEF provides seminars and other programs to promote the responsible use of alcohol and to educate the campus community about illegal drugs. Individual counseling and referral are an integral part of this service. For more information call (696)-3111.

## TUTORING/ STUDY SKILLS DEVELOPMENT

The Coordinator of Tutoring Services maintains a list of recommended tutors who have been endorsed by their respective departments. Tutoring is available to all students, full or part-time, and is funded by the Educational Support Program student fee.

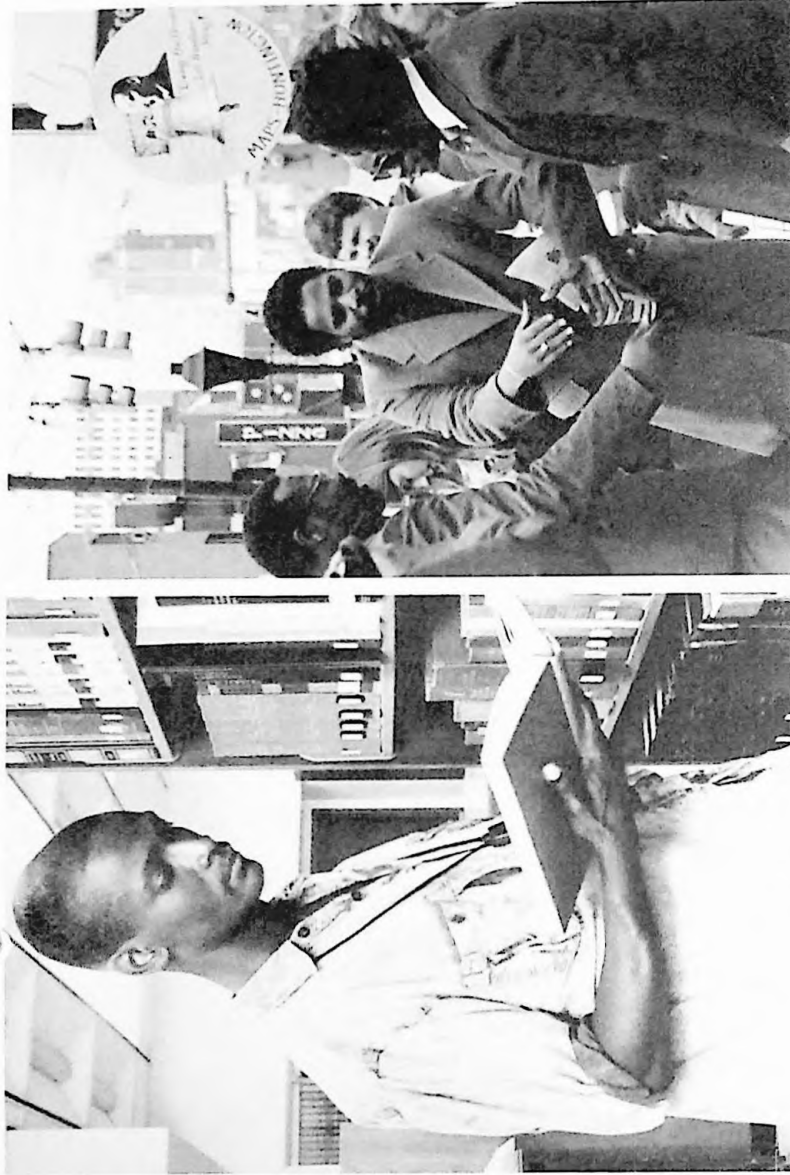
Often students need to improve their study skills in order to complete their classes successfully. The Student Development staff helps students improve study skills through both individual and group processes. A series of workshops is presented each semester which includes such topics as:

- 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.

## UPWARD BOUND

The Upward Bound Program is funded by the U.S. 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.



sunday	monday	tuesday	wednesday	thursday	friday	saturday
	<p>Call 1-800-521-7097 for your One Valley Bank financial aid kit <b>ONEVALLEY BANK®</b></p>			<p><i>Barbie's Formals</i> FOR THE RECENTLY ENGAGED GORGEOUS BRIDAL GOWNS FOR YOUR UPCOMING WEDDING 998 EAST MAIN STREET MILTON, WV 243-9431</p>	1	2
3	4	<p><b>FREE</b> 1/4 lb.* Single Hamburger with the purchase of a 1/4 lb. Single</p> <p><small>*Half weight before cooking. Offer valid only at Huntington, Weirton, Fairmont &amp; Cheeseburg. Offer good in any other area where Wendy's is operating. Offer good only at the participating location. © 1989 Wendy's International, Inc.</small></p>	6	7	8	9
10	11	12	13	14	15	16
	<p>Classes Begin 8 A.M. Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M.</p>	<p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 19 833 6TH AVENUE</p>			<p>Registration Closes for the 1st Summer Term 4 P.M.</p>	
17	18	26	27	28	29	23
<p><b>SHONEY'S</b> America's Dinner Table® STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY 24 WITH VALID I.D.</p>	25				<p>Last Day to Drop Courses with W Grade</p>	<p><b>Chili-Wallis</b> Mexican Carina 841 4TH AVENUE 30 HUNTINGTON</p>



## GREEK LIFE

Eighteen Greek Letter Chapters are recognized by the University, of these, 10 are fraternities and 8 are sororities. Fraternities are members of the Interfraternity Council (IFC), while sororities are members of the Panhellenic Council (PHC). Greek Letter Chapters seek to enhance the ideals of brotherhood and sisterhood, while helping the community, and University through various service programs. Membership recruitment (Rush) takes place throughout the year, but particularly twice a year (fall and spring) during rush week. After Rush, if a student receives an invitation to pledge a chapter (a bid) and he or she wishes to accept, the student begins the process of pledging.

## PANHELLENIC COUNCIL

### PURPOSE:

To promote inter-sorority activities and to offer services and programs for individual sororities which help to strengthen the Greek system. The Panhellenic Council also organizes sorority rush.

### EVENTS AND PROGRAMS:

Rush, Faculty/Staff Receptions, Pledge Parties, Greek Week, campus and community service projects.

### REQUIREMENTS FOR MEMBERSHIP:

National Panhellenic Conference and the National Panhellenic Council sororities recognized by Marshall University.

### ADVISOR:

Kevin P. Shannon, Coordinator of Greek Affairs  
Memorial Student Center, Suite 2W31  
Telephone: 696-2284

## INTERFRATERNITY COUNCIL

### PURPOSE:

To promote inter-fraternity activities and sponsor programs for the development of the individual fraternities.

### EVENTS AND PROGRAMS:

Greek Dances, Rush, Greek Week, campus and community service projects.

### REQUIREMENTS FOR MEMBERSHIP:

National Interfraternity Conference and the National Panhellenic Council fraternities recognized by Marshall University.

### ADVISOR:

Kevin P. Shannon, Coordinator of Greek Affairs  
Memorial Student Center, Suite 2W31  
Telephone: 696-2284



## SORORITIES

### PANHELLENIC COUNCIL

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

### ALPHA CHI OMEGA

1601 5th Avenue  
Huntington, WV 25701  
523-4609

### ALPHA KAPPA ALPHA

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

### ALPHA XI DELTA

1645 5th Avenue  
Huntington, WV 25701  
525-8886

### DELTA SIGMA THETA

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

### DELTA ZETA

1695 6th Avenue  
Huntington, WV 25701  
696-9605

### PHI MU

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

### SIGMA GAMMA RHO

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

### SIGMA SIGMA SIGMA

1639 6th Avenue  
Huntington, WV 25701  
696-9310

## FRATERNITIES

### INTERFRATERNITY COUNCIL

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

### ALPHA PHI ALPHA

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

### ALPHA SIGMA PHI

2021 5th Avenue  
Huntington, WV 25701  
696-9627

### ALPHA TAU OMEGA

1429 5th Avenue  
Huntington, WV 25701  
696-9677

### KAPPA ALPHA PSI

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

### LAMBDA CHI ALPHA

1440 5th Avenue  
Huntington, WV 25701  
696-9830

### PHI DELTA THETA

1441 7th Avenue  
Huntington, WV 25701  
522-8276

### PI KAPPA ALPHA

1625 5th Avenue  
Huntington, WV 25701  
522-4416

### PI KAPPA PHI




c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

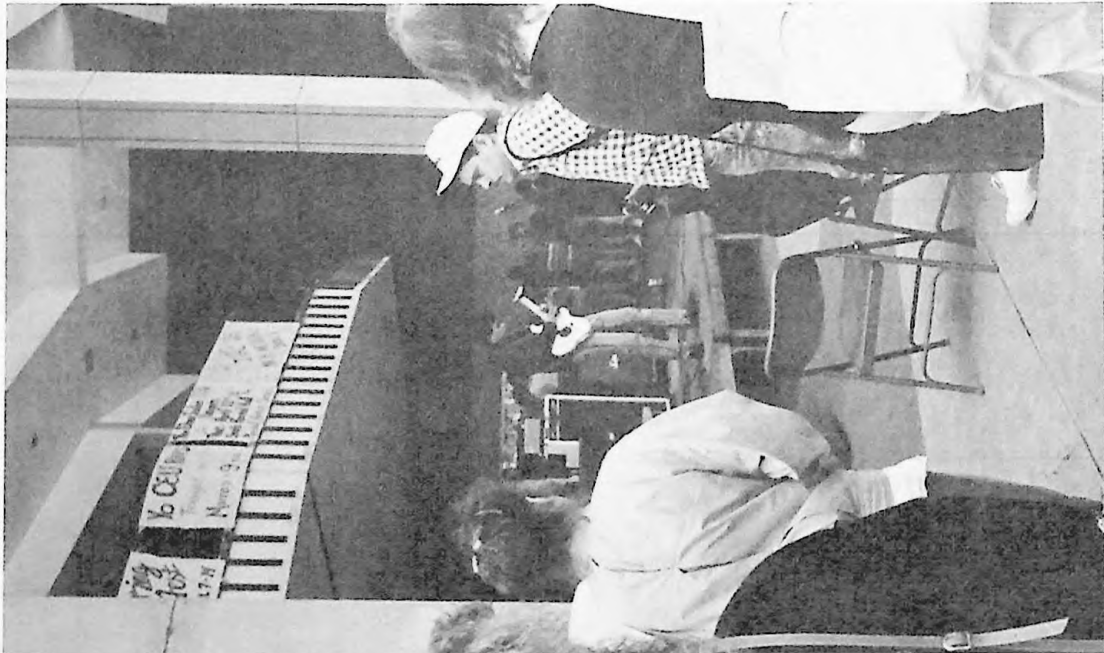
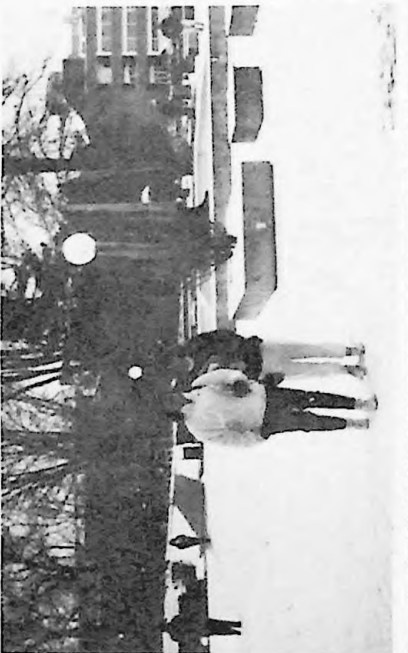
### SIGMA PHI EPSILON

1401 5th Avenue  
Huntington, WV 25701  
528-9031

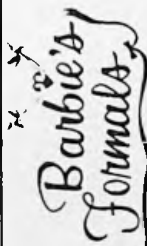


### TAU KAPPA EPSILON

c/o Office of Greek Affairs  
Marshall University  
Huntington, WV 25755-3208  
696-2284

sunday	monday	tuesday	wednesday	thursday	friday	saturday
 <p>SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 1 833 6TH AVENUE</p>	<p>JULY 2-12 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION</p>		<p>Independence Day University Closed</p>			<p><b>SHONEY'S</b> America's Dinner Table<sup>®</sup> STUDENTS, FACULTY &amp; STAFF 10% DISCOUNT EVERYDAY 7 WITH VALID I.D.</p>
<p>8</p>	<p>9</p>	<p>10</p>	<p>4 <b>FREE</b> 1/4 lb. * Single Hamburger with purchase of large fries and medium size drink. <small>*at participating locations Offer valid only at Huntington Weir, Pa. and other participating locations. See participating locations for restrictions. Not valid for take-out orders. D.O.B. is required for the full amount of the month.</small> <b>Wendy's</b></p>	<p>5</p>	<p>6 First Summer Term Ends</p>	<p>14</p>
<p>15</p>	<p>16</p>	<p>17</p>	<p>18</p>	<p>19</p>	<p>20</p>	<p>21</p>
<p>22</p>	<p>23</p>	<p>24</p>	<p>25</p>	<p>26</p>	<p>27</p>	<p>28</p>
 <p>841 4th AVENUE 29 HUNTINGTON</p>	<p>30</p>	<p>31</p>	<p>FOR THE RECENTLY ENGAGED GORGEOUS BRIDAL GOWNS FOR YOUR UPCOMING WEDDING 998 EAST MAIN STREET MILTON, WV 243-9431</p> <p><i>Barbie's Formals</i></p>	<p>26</p>	<p>27</p>	<p>28</p>
<p>Application for August Graduation Due in Dean's Office</p>						
<p>Call 1-800-521-7097 for the most important college need - financing</p> <p>ONEVALLEY BANK<sup>®</sup></p>						



# August 1990

sunday	monday	tuesday	wednesday	thursday	friday	saturday
AUGUST 6 - 16 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION	It's not too late for Financial Aid Call One Valley Bank 1-800-521-7097 ONE VALLEY BANK®	1	2	3	4	
5	6	7	8	9	11	
 FOR THE RECENTLY ENGAGED - GORGEOUS BRIDAL GOWNS FOR YOUR UPCOMING WEDDING. 998 EAST MAIN STREET MILTON, WV 243-9431	12	13	 841 4th AVENUE 15 HUNTINGTON	16	17	18
19	20	21	22	23	24	 SEE THE MU BOOKSTORE FOR YOUR MACINTOSH NEEDS. BROUGHT TO YOU BY... THE COMPUTER STORE 25 833 6TH AVENUE
<b>SHONEY'S</b> America's Dinner Table® STUDENTS, FACULTY & STAFF 10% DISCOUNT EVERYDAY 26 WITH VALID I.D.	27	28	29	30	31	



# STUDENT ORGANIZATIONS

## JOIN US!



### STUDENTS:

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. 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.

The following is a list of Marshall University recognized student organizations as of January 1989.

ADVERTISING CLUB (MUAAF)

ALPHA ANGELS

ALPHA CHI SIGMA

ALPHA EPSILON RHO

THE NATIONAL BROADCASTING SOCIETY

ALPHA KAPPA DELTA

ALPHA KAPPA PSI

ALPHA PHI OMEGA

ALPHA PHI SIGMA

ALPHA PSI OMEGA

AMERICAN MARKETING ASSOCIATION  
 AMERICAN MEDICAL STUDENT ASSOCIATION  
 ANTHROPOLOGY/ARCHAEOLOGY CLUB  
 ASSOCIATION FOR COMPUTING MACHINERY  
 BAPTIST CAMPUS MINISTRY  
 BAPTIST STUDENT UNION  
 BLACK UNITED STUDENTS  
 CAMPUS CRUSADE FOR CHRIST  
 CANOE HERD  
 CANTERBURY FELLOWSHIP  
 THE CHIEF JUSTICE  
 CHINESE STUDENT ASSOCIATION  
 CHURCH OF CHRIST STUDENT GROUP  
 CLASSICAL ASSOCIATION  
 COLLEGE REPUBLICANS  
 COLLEGIATE 4-H CLUB  
 DATA PROCESSING MANAGEMENT ASSOCIATION (DPMA)  
 DELTA OMICRON INTERNATIONAL  
 PROFESSIONAL MUSIC FRATERNITY  
 DEMOCRATS (MARSHALL UNIVERSITY DEMOCRATS)  
 DISABLED STUDENTS ORGANIZATION  
 DISTRIBUTIVE EDUCATION CLUBS OF AMERICA  
 ENGINEERING SOCIETY  
 ETA SIGMA PHI  
 FAMILY MEDICINE CLUB OF THE MARSHALL UNIVERSITY SCHOOL OF MEDICINE  
 FANTASTIC LITERATURE AND GAMING SOCIETY  
 FORENSIC UNION  
 GAMMA BETA PHI  
 GAMMA THETA UPSILON  
 GEOLOGY SOCIETY  
 GRADUATE STUDENT ASSOCIATION  
 ILLUSTRATION AND DESIGN ASSOCIATION  
 INTERNATIONAL CLUB  
 KARATE CLUB  
 KERAMOS POTTERS GUILD  
 LAMBDA ALPHA EPSILON  
 LUTHERAN STUDENT MOVEMENT (LSM)  
 THE CHURCH OF JESUS CHRIST OF LATTER DAY SAINTS STUDENT ASSOCIATION  
 MARSHALL ACTION FOR PEACEFUL SOLUTIONS  
 MARSHALL UNIVERSITY DANCE COMPANY

MARSHALL UNIVERSITY MEDICAL STUDENT AUXILIARY (MUMSA)  
 MARSHALL UNIVERSITY SOCIETY FOR ENGLISH (MUSE)  
 MASS CHOIR  
 MINISTRY OF RECORDS  
 MODEL LEAGUE OF ARAB STATES CLUB  
 MODEL UNITED NATIONS  
 MUSAC-HPER  
 MUSLIMS STUDENTS ASSOCIATE OF MARSHALL UNIVERSITY  
 NATIONAL MANAGEMENT ASSOCIATION  
 NEWMAN ASSOCIATION  
 OFFICER'S CHRISTIAN FELLOWSHIP  
 OMEGA PEARLS  
 OMICRON DELTA EPSILON  
 OMICRON DELTA KAPPA  
 PARK AND RECREATION ORGANIZATION FOR STUDENTS  
 PEOPLE REACHING OUT WITH LOVE  
 PHI ALPHA THETA  
 PI DELTA PHI  
 PI MU EPSILON  
 PI OMEGA PI  
 PI SIGMA ALPHA  
 THE PROPELLER CLUB  
 PSI CHI  
 PUBLIC RELATIONS STUDENT SOCIETY OF AMERICA  
 RETURNING STUDENT ORGANIZATION  
 R.O.T.C.  
 SCABBARD AND BLADE  
 SIGMA DELTA CHI (SOCIETY OF PROFESSIONAL JOURNALISM)  
 SIGMA TAU DELTA  
 SPANISH SOCIETY  
 SPORTS MEDICINE CLUB  
 STUDENT COUNCIL FOR EXCEPTIONAL CHILDREN  
 STUDENTS FOR CHRIST  
 STUDENT NURSES ASSOCIATION  
 STUDENT ORGANIZATION FOR ALUMNI RELATIONS  
 STUDENT SOCIAL WORKERS  
 TAE KWON DO CLUB  
 UPSILON PI EPSILON

# GUIDELINES FOR ORGANIZATIONS

## RELATIONSHIP STATEMENT

Marshall University recognizes both the right to exist and the mutual benefit of existence of co-curricular and extra-curricular activities. The University, in the certification process set forth, seeks the freedom of existence of student organizations and insures that designated privileges and support are available equally to all organizations that uphold the certification requirements. The University does not, however, automatically endorse the mission, goals or purpose of any student organization. Use of the University's name does not denote or assume that the institute will be liable for matters such as debts incurred or contractual arrangements.

## THE CERTIFICATION PROCESS

- I. Specific Conditions of Certification
  - A. Maintain membership list with a minimum of seven (7) currently enrolled students.
  - B. Maintain one (1) officer in the position of President and at least one (1) officer in the position of Treasurer/Secretary.
  - C. A faculty or staff member has agreed to serve as an advisor. (Any exceptions must be submitted and approved in writing with the Dean of Students, or his/her designee.)
  - D. Submit all changes of the constitution to the Office of Student Activities and Organizations for approval by the Student Conduct and Welfare Committee (SCWC).
  - E. Maintain an on-campus address (a mail box is provided by the Office of Student Activities and Organizations). The address should read:  
(Organization's Name)  
c/o Marshall University  
2W38 Memorial Student Center  
Huntington, WV 25701
  - F. Submit all officer updates after elections/appointments within two (2) weeks of change(s) to the Office of Student Activities and Organizations.
  - G. Adhere to University policies; including, but not limited to, non-discrimination and hazing prohibitions.
  - H. Adherence to local, state and federal laws.
- II. Membership
  - A. It is limited to persons currently enrolled in the University.
  - B. It may not, in any form, discriminate on the basis of sex, race color, national origin, handicap, or sexual preference (unless specifically exempt by Title IX).
  - C. Criteria may be implemented as long as it is applied objectively to all prospective members and can be verified to have an actual relationship to the mission, purpose and goals of the organization and not subject to personal interpretation (i.e. "of good character" is difficult to define and is not measurable).

## III. Leadership

- A. An undergraduate student seeking to hold an office either by election or appointment must have a minimum GPA of 2.0. A graduate student must have a minimum GPA of 3.0.
- B. An officer falling below his/her minimum GPA requirement will have the following semester as a probationary period to correct the deficiency. The organization's advisor will be notified of probation by the Dean of Students or his/her designee.
- C. Organizations whose officer(s) does/do not meet the minimum GPA requirements when elected will have one (1) month in which to replace him/her.
- D. Organizations not meeting the above requirements (Section III) will forfeit their certification with the University.
- E. Faculty and staff are not eligible to hold office in a student organization.

## CERTIFICATION PROCEDURES FOR STUDENT ORGANIZATIONS

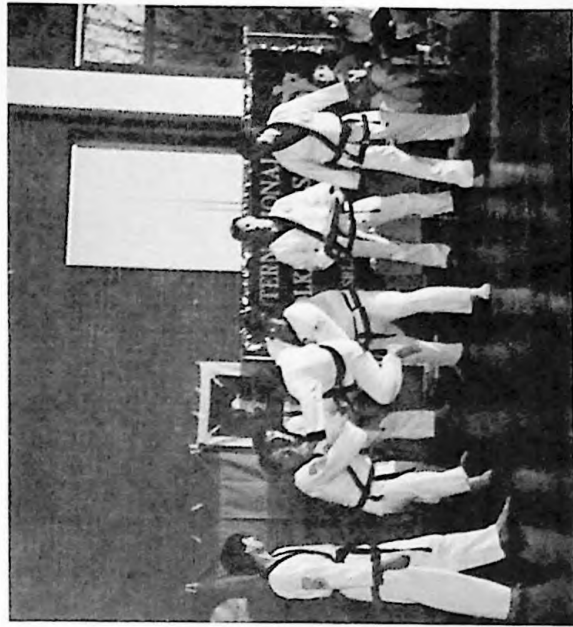
- I. Group's representative meets with Coordinator of Student Activities and Organizations (or his/her designee) at which time the representative will receive:
  - A. Copy of the PRESIDENT'S HANDBOOK
  - B. Copy of Recognition Form, and Specific Conditions of Certification
  - C. Consultation in regard to constitutional guidelines
  - D. Outline of student organization responsibilities
  - E. Outline of privileges granted to student organizations and orientation to services, resources, policies and procedures.
- II. Constitution and Certification form must be submitted to the Office of Student Activities and Organizations for review by the Student Conduct and Welfare Committee (SCWC). Organizations will have Provisional status until the SCWC makes its final recommendations in regard to the petitioning organization.
- III. Final validation as a certified student organization is complete when it has been determined by the SCWC that:
  - A. No violation(s) of existing local, state or federal law, or University policy is/are contained or inferred in the submitted constitution.
  - B. The Certification Form has been correctly completed.
  - C. The organization has certified that membership requirements are non-discriminatory.
  - D. The organization has certified that hazing is not incorporated into the membership process.
  - E. A faculty or staff member has agreed to serve as the advisor to the organization. (Exceptions to this must be submitted and approved in writing with the Dean of Students, or his/her designee.)
  - F. There is a minimum of seven (7) currently enrolled students in the organization.
- IV. All certified student organizations will receive a Certificate of Recognition.

V. **RECERTIFICATION**... All recognized student organizations must renew their Certificate of Recognition annually. Renewal must be completed by the first Friday of October of every academic year. Should that deadline not be met, all privileges accorded that organization shall be terminated. At such a time, same organization will be required to follow the same procedures to be recognized as any new organization.

**\*\*ALL FORMS SPECIFIC TO THE CERTIFICATION AND RECOGNITION PROCESS CAN BE OBTAINED IN THE OFFICE OF STUDENT ACTIVITIES AND ORGANIZATIONS IN 2W38 MEMORIAL STUDENT CENTER.**

## 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 applied 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."



# STUDENT FINANCIAL ASSISTANCE



## 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 Office of Student Financial Assistance.

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

- 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.
- Student Budgets** - estimated costs that a student will incur during an educational period. Your education could well depend upon your ability to live within 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 community. 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.

- Financial Need** - the dollar figure which is the result of subtracting the family's expected contribution from the student budget.
- Financial Aid "Package"** - financial aid from different sources combined into one award to meet a student's financial need is called a package.
- Scholarships** - gift aid, generally based on academic performance or talent in a specific area and sometimes to help meet need.
- Grants** - gift aid generally based on financial need.
- Employment** - a job, usually part-time, the earnings from which can help pay for the costs of education.
- Student Loans** - long-term, low-interest loans which must be repaid usually after college.

## FINANCIAL AID PROGRAMS AVAILABLE AT MARSHALL UNIVERSITY

- 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 also have a minimum of a 26 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.
- 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 or up to a maximum of five years of full-time enrollment. 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 1989-90 Pell Grants range up to \$2,300.
- 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 \$100 and \$4,000 per year as determined by the institution. SEOG recipients at Marshall have significant financial needs and are in their 1st or 2nd year. 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 undergraduate 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 Perkins Student Loan Program is a long term low interest loan for students who meet the general eligibility requirements and who have a significant need for a loan to help meet educational expenses. Students may borrow up to \$4,500 during their first two years of undergraduate study, a cumulative maximum total of \$9,000 during the completion of the Bachelor's Degree, and up to a maximum of \$18,000 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 nine months after graduation or withdrawal from school normally lasting up to ten years and that various deferrals, 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. Loan 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 Stafford Student Loan Program (SSL) 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. SSL's 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% origination fee and a guaranty fee on each new loan. An undergraduate may borrow \$2,625 during the first two years and \$4,000 for each subsequent year up to \$17,250. Graduates may borrow \$7,500 per year up to a maximum total cumulative limit of \$54,750. Repayment begins in six months after graduation or withdrawal and up to ten years can be allowed for repayment. All loans are based on financial need. Additional requirements or loan stipulations are disclosed in Promissory Note. The SLS/PLUS Loan program currently carries a variable interest rate; repayment begins within 60 days. Loans are made through the borrower's local lending institution. Parents of undergraduate students can borrow up to \$4,000 per year with a maximum total of \$20,000. Independent undergraduates and graduates can borrow \$4,000 per year (including GSL) with a total maximum of \$20,000. Repayment of principal can be deferred if the borrower or the person for whom the loan is made is a student.

H. Short-term "emergency" loans are available to registered or registering students experiencing temporary monetary needs and demonstrating a visible source of repayment. The need must be a direct educational expense or a generally accepted emergency occurrence. Loans are subject to a minor service charge disclosed at origination and are repayable within 45 days. Loans are generally made only during regular registration and during the first week of the semester.

## APPLICATION FOR FINANCIAL ASSISTANCE FOR 1989-90

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 26 Composite ACT Score. All 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' Financial Aid Form (FAF) and an Institutional Application for Financial Aid. These forms are available from your high school guidance counselor or from Marshall's Financial Aid Office. The FAF is used to determine your family's ability to contribute to meeting your cost of education. It is mailed to the College Scholarship Service for processing with Marshall's Code, 5396, listed on it. The FAF should be used to apply for the Pell Grant, State Grant, and all other need-based programs. WV residents should check the WV Higher Education Grant Program box. We must presume that applicants for campus-based aid will take advantage of such available programs. The Institutional Application for Financial Aid should be returned to Marshall.

You should submit the FAF and Institutional Application 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 may 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.

**Stafford Student Loans/SLS/PLUS** - 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. Institutional application forms must be secured from and returned to Marshall. Remember, the SSL program is now need-based, you must submit a Financial Aid Form for analysis so that your need can be determined prior to applying for the loan.

**Short-Term "Emergency" Loans** - Applications for short term loans are available in the Financial Aid Office. Applications are generally accepted and processed during regular registration and during the first week of classes.

**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.

**Financial Aid Transcripts** - All students who have attended other postsecondary institutions must provide a financial aid transcript from each institution attended.

*Changes are expected for the 1990-91 Academic year and subsequent years. Please consult with the Office of Financial Assistance after 1989-90.*

## GENERAL ELIGIBILITY REQUIREMENTS

Before receiving any Title IV assistance (Pell Grant, Supplemental Educational Opportunity Grant, College Work-Study, Perkins Student Loan, Stafford Student Loan, or SLS/PLUS) from Marshall University, a student must meet the general eligibility requirements listed below:

1. A student must:
  - a. be enrolled or accepted for enrollment in an eligible program studying for a degree or certificate.
  - b. be a citizen, national, or permanent resident of the United States, a permanent resident of the Trust Territory of the Pacific Island, or a citizen of the Marshall Islands, Federated States of Micronesia, or the Republic of Palau.
  - c. be carrying or planning to carry at least a half-time workload (6 credit hours) during each semester; less than half-time students will receive consideration based on their needs.
  - d. 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.
  - e. not be in default on any Title IV loan - PSL or SSL/SLS/PLUS or owe a repayment on any Title IV Grant - Pell, SEOG, or SSIG, received for attendance at Marshall, or elsewhere
  - f. 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 projected earning capability (\$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 regularly admitted to the University, need-based financial aid will be awarded as follows:

1. An expense budget is determined.
2. All expected family and other 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.) First and second year 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 is 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 Stafford 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 ineligibility. Upon receipt of the award letter, all elements should be checked for accuracy. If aid has been offered, it must be accepted or declined. 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. Stafford Student Loans will be disbursed to the students according to regulations and after 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 to 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 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 of 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 if enrollment for 6, 7, or 8 semester hours. Eligibility as an undergraduate will cease with the completion of the first baccalaureate degree.

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 that a student will be considered eligible for aid. In measuring total semesters of eligibility, transfer credits will be divided by twelve (12) for undergraduates or nine (9) for graduates 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 spring semesters and that full-time is enrollment for nine (9) semester hours or more.) Eligibility for graduate students seeking a masters degree will cease with the completions of the first masters degree. Students seeking a second degree at the doctoral or professional degree level will be given consideration on a case by case situation.

## LOAN REPAYMENT

Since financial aid awarded from any loan fund (Perkins Student Loan, Stafford Student Loan, SLS/PLUS 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 Perkins Student Loan Program and graduating on December 20, 1989, would appear as follows. The allowable grace period is six months; interest is 5% annually, and the minimum monthly payment is \$30.

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

## REPAYMENTS

If a financial aid recipient officially withdraws from the University prior to the end of an award period there will be a review 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 1989-90 nine month academic year:

In-State-Undergraduate	Living at home	Living in Dorm or off-campus
Tuition & fees	\$1182	\$1182
Books & Supplies	300	300
Maintenance at home	1500	-0-
Room & Board	-0-	3360
Transportation	418	408
Personal Expense	200	500
	\$3600	\$5750

Dependent Metro Students - add \$768 additional tuition  
 Dependent Out-of-State Students - add \$1870 additional tuition  
 In-State Graduate Students - add \$110 additional tuition  
 Metro Graduate Students - add \$988 additional tuition  
 Out-of-State Graduate Students - add \$2200 additional tuition  
 Medical School Students - \$7200 plus tuition, fees, and medical school supplies

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# THE MARSHALL UNIVERSITY JUDICIAL SYSTEM

## 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 these 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 charges, 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 regulation 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 referrals is expected to provide all information relevant to handling and deciding the case.

## 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 courses activities, recreational and cultural programs, committee or other business activity, registration, advising, teaching, research, or service.

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

**Day:** The term "day" shall refer to calendar days unless otherwise specified.

**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.

**Prejudice:** Pre-judging on insufficient grounds; a hostile or negative attitude toward a whole group of people or toward one person simply because they/he/she is/are member(s) of that group.

**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.

**Racism:** The systematic oppression by one race through power/control of another race that operates by customs, traditions, and patterns on behalf of the powerful group causing an adverse condition for the less powerful group.

**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 institutional-sponsored activity, and who has some right or privilege to be on campus or in the facilities of the institution, or who yet has some right or privilege to receive any benefit, service 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.

## 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, University sponsored elections, 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: Violation of Board of Regents or University policies concerning hazing (see Section 4.05 Board of Regents Policy Bulletin 57, and Marshall University Student Handbook).
- I. 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, intimidates, stigmatizes, frightens, demeans, degrades or disgraces any person or group. This includes but is not limited to racial, sexual or peer harassment or intimidation.
- (1) Racial Harassment: This includes acts exhibiting prejudice and/or racism.
  - (2) Sexual/Peer Harassment: This includes violation of University policies concerning sexual or peer harassment (see University catalog and Student Handbook on Sexual Harassment and Acts of Intolerance).
  - (3) Intimidation: Committing, conspiring to commit or causing to be committed any act which causes or is likely to cause physical or mental harm or which tends to injure or actually injures, stigmatizes, frightens, degrades or disgraces any person. Retaliation against a student for filing a complaint or testifying before a hearing panel is considered intimidation and is strictly prohibited.
- J. 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 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 extinguishers, elevators, etc., on or about University premises.
- K. Possession of Dangerous Weapons, Devices, or Substances: Possession or storage of any firearms, pellet gun, illegal knife, sling shot, ammunition, dangerous chemical, fireworks or explosive device or other dangerous weapon, device or substance of any kind on or about University premises.
- L. 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.
- M. Interference with or Misuse of the Property Rights of Services of the University or of Individual Students. This includes the following:
- (1) Theft, defacement, damage, destruction, 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.
- N. Violation of federal, state, local, city, county, municipal ordinances or Board of Regents policies on or about University premises.
- O. Throwing Objects from University Buildings.
- P. Misuse of the West Virginia Computer Network or 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.
- Q. Misbehavior at Sports Events, Concerts, or 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.
- R. Unlawful Discrimination: Discrimination on the basis of race, sex, color, religion, national origin, political affiliation, handicap, or age.
- S. 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 or mediation agreement.
- T. Aiding, Abetting or 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 or 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/Alcohol Policy.

D. Disorderly Conduct:

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: Lending, 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 or 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 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 or 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-S 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 extracurricular 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 as 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 or 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 of 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 organization 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 or Mediation Agreement 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, the Faculty Senate, 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/Dean of Student Affairs 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/Dean of Student Affairs 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, which must be rendered within 10 days, will be final, except in cases where the President has imposed a sanction of expulsion, 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 or Vice-President/Dean of Student Affairs 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 ground 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. 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 denial.

VI. MEDIATION

Mediation is a method of resolving disputes and conflicts. It is an alternative to the formal judicial process. It is a voluntary process requiring the participation of a mediator who operates from an impartial base and whose primary role is to promote agreement.

The purpose of mediation is not to judge guilt or innocence, but to help parties get to the root of their problems and to devise their own solutions. Compromise is at the heart of a successfully mediated dispute and the end result of a mediation session is that there are neither winners nor losers, but rather, it is hoped, generally satisfied individuals. If a satisfactory agreement cannot be reached through mediation, the complainant may refer the complaint to the Coordinator of Judicial Affairs for judicial action.

VII. 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.

VIII. BOR POLICIES

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

# STUDENT RIGHTS AND RESPONSIBILITIES

## POLICY STATEMENT

It is the policy of Marshall University to provide equal opportunities to all prospective and current members of the student body, faculty, and staff on the basis of individual qualifications, merit without regard to race, sex, religion, age, handicap, or national origin.

This nondiscrimination policy also applies to all educational programs and activities as they pertain to admission, employment and other related activities covered under Title IX which prohibits sex discrimination in higher education.

Marshall University also neither affiliates with nor grants recognition to any individual, group, or organization having policies that discriminate on the basis of race, sex, religion, age, handicap, or national origin. Information on the implementation of the policy and/or the Title IX Amendment should be addressed to:

Affirmative Action Officer  
Marshall University  
Huntington, West Virginia 25701

## Educational Records

The Family Education Rights and Privacy Act of 1974 enables students (and parents of students if the student is not 18 years old or older) to review, and challenge, the content of education records and information contained therein which are directly related to students and maintained by the university.

Marshall University is in full compliance with this legislation and a copy of the university's policy on collection, retaining, and releasing a student's records, to the student is available in the office of the Dean of Student Affairs, 118 Old Main.

## 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 institution 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 any 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 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 as the 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 per-

sons 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.

j. 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

# UNIVERSITY POLICIES



## POLICY ON:

Acts of Intolerance  
 Administrative Action  
 Aids (HTLVIII Infection and/or Aids)  
 Alcohol/Beer Marketing  
 Animals on Campus  
 Appeals  
 Campus Disturbances  
 Computer Misuse  
 Emergency Action  
 Fund Raising, Sales, and Solicitation  
 Grievance Procedure  
 Hazing  
 Pending Charges  
 Public Communications  
 Regulations For Use of University Facilities  
 Regulations For Use of University Facilities by Campus Organizations  
 Sexual Harassment  
 Signs  
 Smoking  
 Southern Conference Code of Spectator Conduct  
 Weather Statement

## ACTS OF INTOLERANCE

Marshall University provides more than intellectual experience. It also provides the opportunity to further the social growth of students by maintaining an environment conducive to learning how to get along with peers and how to handle differences such as race, ethnicity, and gender. Respect for other individuals and the ability to treat others in a civil manner is a basic tenet on which our society was built. Accordingly, the University has an obligation to address behaviors within our environment that are unacceptable. Incidents based, for example, on racial or sexual prejudice are inconsistent with our educational mission and will not be tolerated.

It is a goal of Marshall University to provide an environment which is free from acts of harassment based on intolerance directed against individuals or groups. Harassment is a violation of University policy and will be subject to disciplinary sanctions, including dismissal from the University when appropriate.

## ADMINISTRATIVE ACTION

The university has the authority to compel reimbursement for damage to University property or personal property of other students, faculty and staff.

## AIDS

### MARSHALL UNIVERSITY POLICY FOR FACULTY, CLASSIFIED STAFF, AND STUDENTS WITH CONFIRMED HTLVIII INFECTION AND/OR AIDS.

In considering adoption of a policy concerning HTLVIII infection and/or Aids, among members of the faculty, classified staff and students of Marshall University, the following facts should be kept in mind:

Discovery that an individual has HTLVIII infection is most likely to be inadvertent and by the following means:

1. Current attempt to donate blood to the American Red Cross or other agencies.
  2. The "Look-Back Program" of the Red Cross to detect HTLVIII-positive individuals among past donors.
  3. An individual recognizing that he or she is in a "high-risk" group seeks medical attention for specific testing for HTLVIII.
- Recognizing that the current tests for detection of HTLVIII are not totally reliable (with the ELISA test, false positive occur at a frequency of 1:10), the following guidelines should be considered for members of the faculty, classified staff, and students who are determined to be positive for HTLVIII:

1. Strict confidentiality should be maintained at all times.
2. Individuals determined to be positive for HTLVIII virus by a screen-test should be examined by a physician specially qualified in diagnosis and treatment of AIDS or an Infectious Disease Specialist Physician.
  - a. The Physician specially qualified in diagnosis and treatment of AIDS or Infectious Disease Specialist Physician will examine the person and order any further tests required to confirm the diagnosis of HTLVIII infection and to ascertain the presence or absence of clinical evidence of AIDS.
  - b. Individuals confirmed to be positive for HTLVIII, should seek counseling as to their personal risk status for developing AIDS and/or for potential transmission of HTLVIII to others.
3. The individual will be responsible for any cost of medical examinations, laboratory tests, and treatment not covered by regular health insurance policy or policies and regular Student Health Service coverage.
4. Should unusual circumstances arise requiring quarantine of the individual, such a decision should be made by appropriate Public Health Officials.
5. All decisions with regard to assumption of the responsibilities of a faculty or staff member and student, continuation of salary, extension of sick leave, classroom attendance and comparable matters are administrative and would be considered under established guidelines for other illnesses.

## ALCOHOL/BEER MARKETING

Alcohol/beer 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/beer 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 of 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/beer 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/beer 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/beer 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 Conductor and Welfare Committee, 1984, University President, 1984. Copies of this document available in the Student Legal Aid Center, Student Life Office, Student Activities and Organizations, MSC 2W38, and the Vice President/Dean of Student Affairs, Old Main, 116.

## 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.

## APPEALS

Academic Appeals - refer to the 1989-90 Marshall University Undergraduate/Graduate Catalog.

Disciplinary Appeals - refer to the Code of Conduct this publication.

Grievances - refer to Grievances Procedure this publication.

## CAMPUS DISTURBANCES

The President or his/her designated representative will determine whether the activity in question is one for which an institutional response is in order.

The individuals participating in an unacceptable activity will be notified by an authorized university official that their actions must cease. 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 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 incidences such as 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 will handle the disciplinary process. The decision of the Marshall Judicial Board and/or subcommittees is then referred to the President or his/her designee with a recommendation. Disposition and execution of the recommendation is through the President or his/her 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/her 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/she may suspend the participant from the university, provided that a hearing is held within 72 hours of the decision to suspend.

## COMPUTER MISUSE

A student who is found guilty of any of the following acts shall be subject to the maximum sanction of expulsion or any lesser sanction authorized by the Board of Regents and/or Marshall University Code of Student Rights and Responsibilities. Faculty and Staff members are similarly cautioned against violations listed below.

Misuse of WVNET and Marshall University Computer Facilities

1. Disruption or interference with the normal use of the computers, computer-related equipment, data, communications, or programs of individuals, WVNET, or Marshall University;
2. Use of this equipment, data, or programs in performance of any act listed as prohibited in this document;
3. Attempts to breach security in any manner;
4. Use of a computer account for other than the purpose for which it is specifically assigned or use of a computer account by an individual other than the individual to which it is specifically assigned.

## EMERGENCY ACTION

Emergency action is a special category that may be used by the President or his/her designee when, on special occasions, 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.

## FUND RAISING, SALES, AND 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 Activities Office, MSC 2W37. 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 (or those in the certification process, at the discretion of the Student Activities Office) 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. When soliciting funds, the organization must have a copy of the Fund-Raising Permit present at all times. The organization conducting the solicitation must be identified at every location by means of a sign or announcement.

In determining reasonableness of time, place and manner of the solicitation activity planned, the Student Activities staff and University officials charged with the 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 activity (e.g., an applicant may be asked for information regarding the anticipated number of participants and spectators, security arrangements, and sanitary facilities).

## Residence Halls

Residence hall students may not act as agents for business firms when this entails solicitation 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 (or those in the certification process, at the discretion of the Head Resident in consultation with the Student Activities Office) 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, located on the first floor of Twin Towers East, or the building Head Resident, with preference given to Hall Government programs.
2. 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.
3. A representative of the organization must reserve commons areas space with the Head Resident of that building.

April 1988



## 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. This policy shall not be applicable to those cases covered by the Marshall University Code of Conduct or the Marshall University Policy on Academic Rights and Procedures. Procedures for Student Disciplinary and Academic Affairs are outlined in the Board of Regents Policy Bulletin 57 and 60.

### 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, Vice-President for Academic Affairs, Vice-President/Dean of Student Affairs 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 those cases covered by the Marshall University Code of Conduct or the Marshall University Policy on Academic Rights and Procedures.
- 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 Ombudsperson.
  2. The Ombudsperson 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, except when that individual is a party to the complaint, in such instances, the grievance panel files the report with the supervisor of the head of the unit.
    3. A written response to the filed report shall be made within a reasonable amount of time, not to exceed seven (7) working days.
- 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.

April 1987

## 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, members or alumnus are specifically forbidden. Hazing is defined 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, 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, 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.

## PENDING CHARGES

During the period judicial 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.



## PUBLIC COMMUNICATIONS

### 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 filed 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 or Residence Halls, members of that sponsoring group must be present at the table.



## REGULATIONS FOR THE 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 of 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 the Henderson Center 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. (696-4357). Officers are to be paid by the organization at a rate of \$9.00/hr for patrolmen and \$12/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 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 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 Conference Services Manager. Material such as nails, hooks, adhesive fasteners, tacks or screws are prohibited. The 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 by the using organization.

Persons running on or crossing over the Marshall University Track shall wear regular track shoes with a spike less than one quarter (¼) 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, sex, or handicap.

## REGULATIONS FOR THE USE OF UNIVERSITY FACILITIES BY CAMPUS ORGANIZATIONS

Recognized campus organizations may reserve the following facilities by contacting the Conference Services Manager (696-3125):

### Gullickson Hall

Main Gym (124)  
Handball/Gymnastics Room (210)  
Auxiliary Gym (208)  
Pool  
Locker Room

### Henderson Center

Arena  
Natatorium  
Handball Courts  
Instructional Gymnasium

### 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  
Corbly Hall 105

### Classrooms

Available for meeting space

To reserve one of the above facilities, a completed Facility Reservation Form signed by the organization's advisor and President must be submitted to the Conference and Facilities Manager at least two weeks prior to the desired date of use.

The Conference and Facilities Manager will schedule the use of the facility and obtain other approvals as necessary, i.e., Security, Intramurals, etc.

Because of limited space and the current construction program, campus organizations are limited to two uses of the same facility in one month. For the same reasons, late requests will be subject to the availability of the space and personnel.

Use of facilities is governed by "REGULATIONS FOR USE OF UNIVERSITY FACILITIES".

## MARSHALL UNIVERSITY'S POLICY STATEMENT OF SEXUAL HARASSMENT FOR FACULTY, STAFF AND STUDENTS

### I. GENERAL POLICY

Sexual harassment perpetrated by any faculty, staff and/or student against any member of the aforementioned groups is prohibited at Marshall University. It is a violation of Title VII of the 1964 Civil Rights Act, as amended, 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:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education.
- Submission to or rejection of such conduct is used as the basis for employment or academic decisions affecting that individual.
- 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. UNACCEPTABLE BEHAVIORS

Sexual harassment undermines the integrity of the workplace, research, learning and teaching environments. It is unsolicited, non-reciprocal behavior which includes:

- graffiti
- verbal abuse
- rape
- leering or ogling
- physical assault
- sexist remarks regarding the victim's clothing or body and general sexist jokes, comments, or pictures
- patting, pinching or brushing up against the victim's body
- suggestions/demands for sexual favors in return for grades, hiring, promotion or tenure

Each alleged incident/complaint of sexual harassment will be reviewed and evaluated on a case-by-case basis by the Affirmative Action Office.

### IV. Grievance Procedure

Anyone who believes that she/he has been subjected to sexual harassment should contact the Affirmative Action Office (206 Old Main, 696-6522). The administration encourages students, faculty members, administrators, etc. to pursue the matter through the procedures described below. At his/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.

All issues/information evaluated during and after informal or formal review of sexual harassment incidents/complaints will be held **STRICTLY CONFIDENTIAL**. BREACH OF CONFIDENTIALITY BY THE AFFIRMATIVE ACTION OFFICER, THE GRIEVANCE PANEL OR MARSHALL UNIVERSITY ADMINISTRATORS IS A SERIOUS OFFENSE AND SUBJECT TO APPROPRIATE SANCTIONS AT THE DISCRETION OF THE PRESIDENT.

## SEXUAL HARASSMENT GRIEVANCE PANEL

The Sexual Harassment Grievance Panel is comprised of eight (8) individuals who have expressed interest in serving on a sexual harassment grievance committee. Prior to serving on a Grievance Committee, each individual must receive training in sexual harassment investigations.

Of the eight members, six shall be faculty members (selected by the President of the Senate), 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. A committee of three (3) individuals chosen by the Affirmative Action Officer from each of the subgroups (faculty, student and staff) will review or investigate the incident or complaint.

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 the Senate, 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 Panel are available from the Affirmative Action Officer.

All members of the grievance panel will treat as **CONFIDENTIAL** to the extent permitted by law, the information that is disclosed to them in their capacity as panel members although records of the panel may be made available for **CONFIDENTIAL REVIEW** by the responsible committee or administrator in any resulting disciplinary or complaint procedure arising out of the same incident.

## INFORMAL PROCEDURE

Complaints may be pursued informally through consultation with the Affirmative Action Officer, or a member of the Sexual Harassment Grievance Panel. When informally pursued, no written complaints are required although the alleged harasser will receive written notification of a review in progress.

Although the grievant may choose a person to act as her or his representative, all members of the Sexual Harassment Grievance Panel are available for informal resolution. The representative will, at the request of the grievant, meet with the alleged harasser 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/or advisor.

If a member of the Sexual Harassment Grievance Panel acts as a representative under this section, that member will be excluded from selection on the investigatory committee under the formal procedure.

At the conclusion of the informal procedure the representative(s) shall report the results of the findings to the Affirmative Action Officer who shall decide if the grievance has been resolved or merits further investigation.

## Formal Procedure

The formal procedure is invoked by the filing of a written complaint with the Affirmative Action Officer or when evidence from the informal procedure warrants a formal investigation. The complaint shall be filed upon forms available from the office. A copy of the complaint will be delivered by Certified Mail from the Affirmative Action Officer to the alleged harasser within five (5) working days.

An investigatory committee consisting of a member from each of the three constituencies will be selected by the Affirmative Action Officer at random from the Sexual Harassment Grievance Panel. Prior to the investigation, either grievant or accused may request that a committee 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 investigated within twenty (20) working days after a formal complaint is delivered to the alleged harasser. In the event of extenuating circumstances (determined by the Affirmative Action Officer), this period may be extended as reasonable under the circumstances. Each party has the right to seek counsel and/or representation.

Within five (5) working days following the conclusion of the investigation, the investigatory committee shall submit a written recommendation based on the evidence and recommend an appropriate sanction, if any, to the Affirmative Action Officer, the President and one of the following:

- if the alleged harasser is a student, to the Vice President of Student Affairs or designee,
- if the alleged harasser is a faculty member, to the Vice President for Academic Affairs or Vice President for Health Sciences or designee, and
- if the alleged harasser is a staff member, to the Vice President to whom the staff member reports or designee.

The written decision of the investigatory committee shall include the nature of the complaint, a summary of the relevant evidence, a recommendation based on the evidence, and a recommendation of an appropriate sanction, if any.

Thereafter, 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. However, any and all vic-  
**tims have the right to file a charge of discrimination based on sexual harassment with the appropriate local, state or federal agency.**  
For additional information contact the Affirmative Action Office.

## V. SANCTIONS

Any administrator, faculty or staff person who sexually harasses another will be subject to the following appropriate disciplinary action at the discretion of the President: (a) verbal or written warning/reprimand documented in their files, (b) negative evaluation, (c) suspension, and/or (d) termination.

## VI. 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).

## VII. DISSEMINATION

Deans, directors, and department heads will disseminate this policy and anti-sexual harassment posters and brochures to faculty, staff, and students at Marshall University on a regular basis. Workshops and seminars will be held periodically highlighting issues of sexual harassment.

## VIII. RETALIATION OR REPRISAL

Faculty members, students, staff members and administrators who request a review/investigation in accordance with the outlined policy and procedures may expect a fair review/investigation without fear of further harassment or retaliation. Any retaliatory action of any kind taken against 1) the grievant as a result of his/her seeking redress under these procedures, 2) students or employees cooperating in the review/investigation, or 3) Grievance Panel members is prohibited and shall be regarded as a separate and distinct grievable matter.

## SIGNS

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.

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## WEATHER STATEMENT

Extreme weather conditions or energy outages have resulted in disruption of normal operations at Marshall University on several occasions during past winters. Similar situations may occur in the future. With that possibility in mind, Marshall University has developed the following policy:

1. Although it may be necessary to suspend classes because of inclement weather or other problems on some occasions, offices will not be closed and ALL employees will be expected to report to work.
  - Individual employees, for whom it is appropriate, may, in their best judgment, determine the risk of travel to be too great and elect to remain at home. Those who do so should contact their respective supervisors and indicate they are: (1) taking annual leave that day, or (2) taking a day off without pay, or (3) taking compensatory time, in the event compensatory time is owed them.
2. In the event that a building, or a section of a building, is closed (because of heat loss, power outage, etc.), employees working in the affected area will be permitted to take their work to another area or building on campus. Or, in consultation with the supervisor, the employee may elect to take annual leave that day, take the day off without pay, or take compensatory time off.
3. In the event of an extreme situation (tornado, flood, ice storm, campus disturbance, etc.) and the employees' presence is not desired on campus, this information will be disseminated to the news media. A decision as to whether the missed time will be chargeable to annual leave, compensatory time, or a non-pay situation will be determined by the president and communicated through supervisors on the first day that normal campus operation is resumed.
4. Supervisors must take steps to ensure offices and/or work stations are open to employees at all times when those employees are expected to be at work, including inclement weather situations and other disruptive situations.
5. The President will notify the media by 7:00 a.m. of suspended classes for that day. A separate announcement will be made later in the day in regard to classes scheduled to begin at 4:00 p.m. or later.



### Band - PA Announcers

Bands or any component thereof (including drums), organs and PA announcers are not allowed to play/speak while the game is in progress and bands will be seated where designated.

### Derogatory Signs

Signs of derogatory nature directed towards an individual opponent, visiting team, or game official are not permitted in Southern Conference arenas. It is the responsibility of Home Management to see that any such signs are immediately removed.

### Artificial Noisemakers

Artificial noisemakers, air horns, "electronic amplifiers", are not permissible in arenas or stadiums except for those amplifiers that are part of the official pep band. Such instruments will be removed from facility when discovered inside.

\*The only exception to the electronic amplifiers will be for use of cheerleaders using them to give instructions to the crowd and not using them toward area of competition.

### Explosive Devices, Live Mascots, and Motorized Vehicles.

The Home Athletic Director decides the policy regarding use of explosive devices (cannons, rifles, shot guns, rocket launchers, etc.) live mascots (horses, buffaloes, etc.), and motorized vehicles in their facilities. Visiting Team Athletic Director needs to request permission for the use of such at least two (2) weeks in advance of contest and approval or disapproval should be furnished at once by Home Athletic Director.

### Cheerleaders

The Athletic Director, with whatever other university personnel he deems advisable, shall meet semi-annually with all cheerleaders prior to the first football game and again prior to the first basketball game. He will emphasize the Southern Conference Code of Spectator Conduct highlighting the cheerleaders' responsibility in assisting in its implementations. He will discuss with them ways to excite rather than incite the crowd as vulgar, profane, and/or derogatory cheers are not in keeping with the goals of the Southern Conference Code of Spectator Conduct.

### Institutional Heads

Before the first football game each year, or as soon after that game as practicable, each Institutional Head will hold a meeting for the purpose of discussing sportsmanship and crowd behavior at football and basketball games. (At his discretion, the Institutional Head may hold another meeting before the first basketball game.) This meeting will be attended by the following persons: Institutional Head, Dean of Students (or the equivalent officer), Faculty Athletic Chairman, Athletic Director, all coaches (football and basketball), cheerleaders, band directors, band leaders, student body leaders, student newspaper reporters, public address announcer, and security personnel. Guidelines for the discussion will be supplied by the Commissioner. Reference should also be made to the section of the Southern Conference Constitution entitled "Crowd Control Sportsmanship". The Athletic Director and coaches will inform the players and other squad personnel of their responsibilities.

The Institutional Head will certify, on a form supplied by the Commissioner, that such a meeting has been conducted. This form will be filed with the Commissioner not later than October 1.

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.

## 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.

## SOUTHERN CONFERENCE CODE OF SPECTATOR CONDUCT

Southern Conference teams shall be supported with enthusiasm and dedication, for strong spectator support is a vital part of the experience of college competition. We expect good sportsmanship from players and coaches, and they have a right to expect the same from spectators. Therefore, we urge Southern Conference students, alumni, and friends to cheer their teams to victory while upholding those ideals our colleges and universities have nurtured during the long history of the Southern Conference. Our spectators should be courteous, judicious in choice of expression and exhibit good manners and kindness to all others. The scoreboard will reflect the quality of the teams in competition; the kind of support given by the spectator will showcase the character of Southern Conference fans. Athletic Directors will see to the following:

1. Posters will be displayed in appropriate places throughout the campus.
2. Code will be printed in game program.
3. Requests will be made to carry it in school newspaper.
4. PA announcements will be made calling attention to the Code at home games.
5. Emphasize to coaches, athletes, bands and cheerleaders that they are expected to live up to their part of the Code.



# WITHDRAWAL/ REFUNDS

## 4. Final Date for Dropping or Withdrawing

The last scheduled day of classes is the final date for dropping or withdrawing.

## 5. Military Service

Men and women called to active duty in the armed services of the United States shall be granted full refund of fees but no 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 grades, both passing and failing, for three-fourths of a semester or more are to be shown on the student's permanent record card.

## REFUND OF FEES

1. Withdrawal from the university
  - A. Enrollment fee: Tuition, Registration, Higher Education Resources Fee, Faculty Improvement and Activity Fees

Students who withdraw regularly from the university may have a refund on enrollment fees in accordance with the following schedule:

### First Regular Semester

- 1st period of refunds —
    - August 28-31, September 1, 5-8, 11, 1989 90%
  - 2nd period of refunds —
    - September 12-15, 18-22, 25, 1989 70%
  - 3rd period of refunds —
    - September 26-29, October 2-6, 9, 1989 50%
- After October 9, 1989 no refund

### Second Regular Semester

- 1st period of refunds —
    - January 16-19, 22-26, 29, 1990 90%
  - 2nd period of refunds —
    - January 30-31, February 1-2, 5-9, 12, 1990 70%
  - 3rd period of refunds —
    - February 13-16, 19-23, 26, 1990 50%
- After February 26, 1990 no refund

All refunds are to be calculated from the first day of classes for a given semester or term. Every student who completes a registration incurs a fee assessment. Normally refund checks are mailed from the Office of the Bursar within a four-week period after the date of withdrawal. In the process of refunding, all refund transactions relative to Enrollment Fees and Residence Hall Fees are reviewed by the Marshall University Student Financial Assistance Office. Proceeds of refunds will first be applied as repayment to scholarship loans or grants awarded to the student through the M.U. Student Financial Assistance Office. The balance of proceeds, if any, will then be paid to the student less than any outstanding obligations due the University by the Student.

## OFFICIAL WITHDRAWAL FROM COURSES OR FROM THE UNIVERSITY

### 1. Dropping a Class

Dropping of courses after the schedule adjustment period requires that a drop form bearing appropriate signatures be submitted to the Registrar's office. Appropriate signatures vary with the academic calendar and are as follows:

- A. Dropping a course before the published "W" date requires the signature of the faculty member.
- B. Dropping a course after the published "W" date requires the signature of both the faculty member and the student's academic dean.

Off-campus or night courses may be dropped by mailing a request to drop to the Registrar's office. The postmark on such a request will be the official date of withdrawal.

### 2. Withdrawal from the University

Withdrawal from the university is defined as dropping all classes for which a student is registered.

Withdrawal requires that a withdrawal form be submitted to the Registrar's office or that a request for withdrawal be mailed to the Registrar's office. It is not possible to withdraw by telephone.

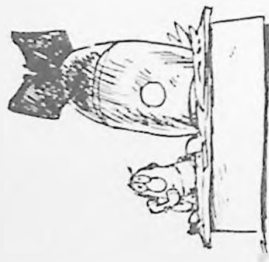
The effective date of withdrawal is the date that the withdrawal form is submitted to the Registrar's office. The postmark on mail requests will be the official date of withdrawal.

The university's refund policies, as stated under "Refund of Fees", require relinquishing of the student activity card at the time of withdrawal.

### 3. Grades Assigned in Case of Dropping Courses or Withdrawal from the University

In all cases of dropping courses or withdrawal from the university the instructors will report grades as follows:

- A. A student dropping courses or withdrawing from the university 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 dropping or withdrawing after the "W" period will receive a "Wp" or "Wf".
- B. 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.
- C. Students who drop courses without approval, or who do not follow regulations provided in the preceding paragraphs, receive a grade of "F" at the end of the semester or summer term.
- D. 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.



## MANDATORY WITHDRAWAL FOR MEDICAL REASONS

1. A student will be subject to a mandatory medical withdrawal if it is determined by the Vice President/Dean of Student Affairs and/or designee 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 warrant 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 the student's 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 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 reasons will be done without academic penalty to the 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 or a special subcommittee thereof appointed by the chairperson.
- Adopted by Student Conduct and Welfare Committee, December 7, 1984; approved by the President, January 22, 1985.



**B. Residence Hall Fee:**

**First Regular Semester:** When a room reservation is cancelled prior to July 1, 1989, the \$50 reservation deposit will be refunded. Cancellation of a room reservation after June 30, 1989, and prior to August 26, 1989, the opening day of Housing, will result in a refund of the residence hall fee less the \$50 reservation deposit. Cancellation of a room reservation during the first week of classes, August 28 - September 1, 1989, will result in a refund of 15 weeks room and board. Cancellation of a room reservation after the first week of classes (after September 1, 1989) will result in a prorated refund of unused board only.

**Second Regular Semester:** Cancellation of room reservation prior to January 14, 1990, the opening day of Housing, will result in a refund of the residence hall fee less the \$50.00 reservation deposit. Cancellation of a room reservation during the first week of classes, January 16-22, 1990, will result in a refund of 15 weeks room and board. Cancellation of a room reservation after the first week of classes (after January 22, 1990) will result in a prorated refund of unused board only.

**Damage Deposit:** The \$50.00 damage deposit, less any damage charges, is refundable when the student severs all ties with the University Residence Halls. All residence hall refunds must be approved by the Student Housing Office.

A student whose residence is terminated automatically forfeits all monies paid 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.

**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 Student Housing Office 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 cancelled 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**

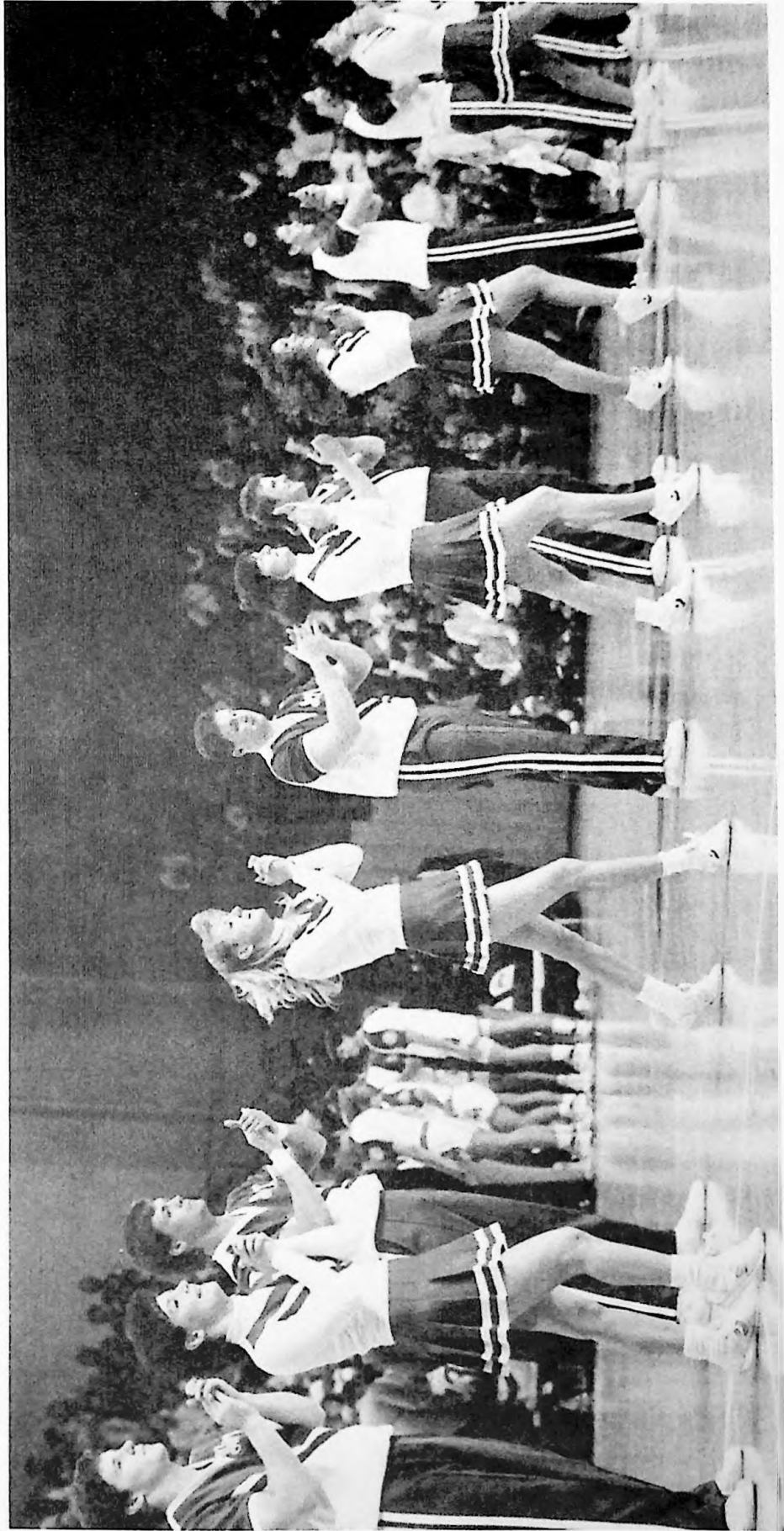
Refunds when applicable will be prorated on the basis of a full week of the appropriate meal plan, and not on the total number of meals remaining on the meal plan for the semester.

**IV. Refunds to students called to armed services - enrollment fee only.** Men and women called to the armed services of the United States shall be granted full refund of fees, but no credit, if the call comes before the end of the first three-fourths of the term, and full credit by courses, but no refund of fees, if the call comes thereafter.

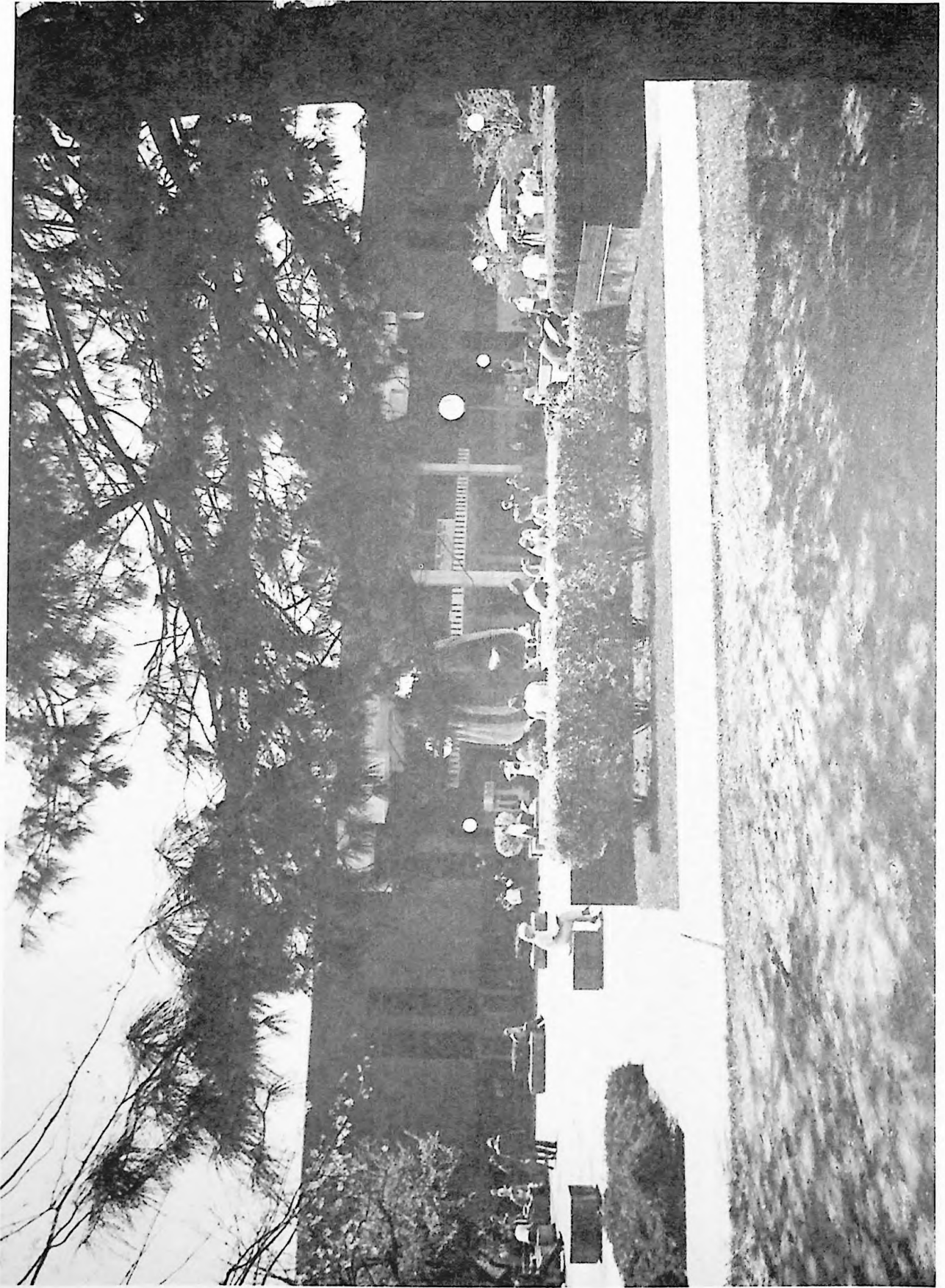
**V. Special fee refunds**

The student activity fee is not refundable unless the activity card is returned to the Office of The Bursar on the date of a withdrawal or the date of a schedule change which requires a refund of the student activity fee.

**VI. Late fees are nonrefundable.**







# NOTES



## 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	Gullickson Hall
H	Hodges Hall
HC	Henderson Center
HH	Harris Hall
HOL	Holderby Hall
JH	Jenkins Hall
KA	Keith Albee Theatre
L	Library
LH	Laidley Hall
MEB	Medical Education Building
MSC	Memorial Student Center
N	Northcott Hall
OM	Old Main
OMA	Old Main Auditorium
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
SRH	Smith Recital Hall
TTE	Twin Towers East
TTW	Twin Towers West
VAH	Veterans Administration Hospital

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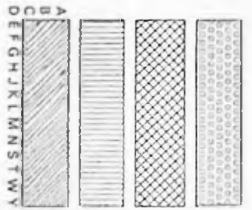




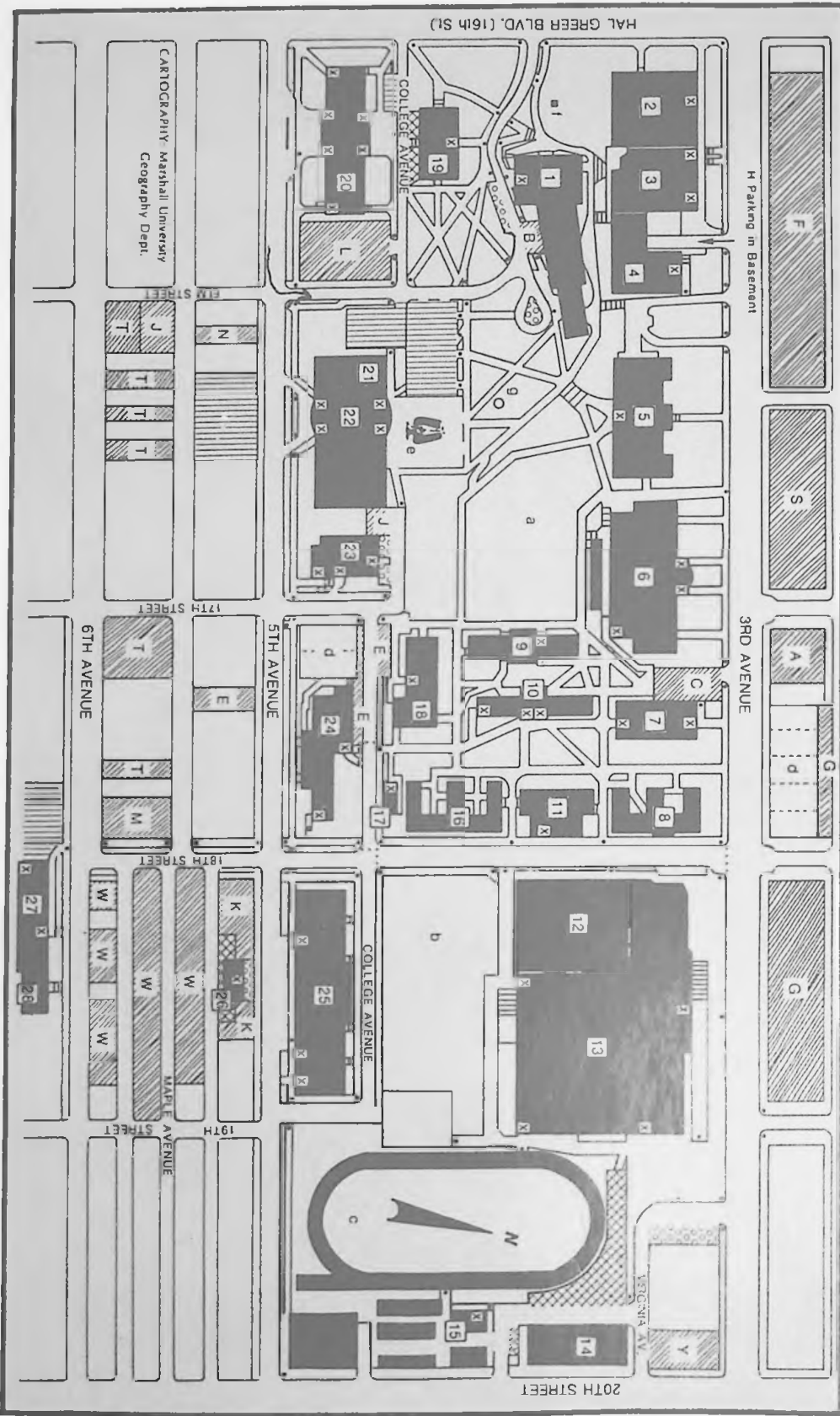
Map shows access for the disabled

- 1. Old Main
- 2. Smith Music Hall
- 3. Smith Hall
- 4. Communications Building
- 5. Library
- 6. Science Building
- 7. Harris Hall
- 8. Biology Hall
- 9. Public Safety Building
- 10. Henderson Hall
- 11. Henderson Center
- 12. Henderson Hall
- 13. Henderson Center
- 14. Sorrell Maintenance Bldg
- 15. Sorrell Annex
- 16. Hodges Hall
- 17. Nursery
- 18. Jenkins Hall
- 19. Northcott Hall
- 20. Corby Hall
- 21. Bookstore
- 22. Memorial Student Center
- 23. Memorial Christian Center
- 24. Memorial Hall
- 25. Public Safety Building
- 26. Doctor's Memorial Bldg
- 27. Doctor's Memorial Annex
- 28. Sorrell Annex

- Visitor, Private, or Short Term Parking
- State Vehicle Parking
- Metered Parking
- Public Safety Building
- Doctor's Memorial Bldg
- Doctor's Memorial Annex



- 1. Intramural Field
- 2. Athletic Field
- 3. Track Field
- 4. Tennis Courts
- 5. Memorial Fountain
- 6. Marshall Bust
- 7. O.D.K. Circle
- 8. Handicap Entrance and/or exit
- 9. Curb cut
- 10. Flood Block



CARTOGRAPHY: Marshall University  
Geography Dept.