

Texas Tech University

Part IX. *Code of Student Conduct* of the Student Affairs Handbook

Revisions

EXECUTIVE SUMMARY

Proposed revisions to Part IX. *Code of Student Conduct* of the Student Affairs Handbook 2003-2004 are noted in the attached document. The recommended revisions include primarily editorial changes, with one substantive change.

Part IX. *Code of Student Conduct*

Section B: Editorial changes to "Misconduct" include:

- B. Change definition in opening paragraph to read, "Any individual or student organization found to have committed the following misconduct while classified as a student or as a registered student organization is subject to disciplinary sanction(s), condition(s), and/or restriction(s)."
- 6. Add letter "a." designation as an item letter for the code
- 8. Add letter "a." designation as an item letter for the code
- 8. Add "destruction or activation of fire sprinklers" in definition
- 9. Add letter "a." designation as a item letter for the code
- 10c. Add "registered trademarks" to the definition
- 13. Add letter "a" designation as an item letter for the code
- 14. Add letter "a." designation as an item letter for the code
- 14. Add "his/her" to the definition
- 15. Add letter "a." designation as an item letter for the code
- 16c. Add "materials or" to the definition
- 17. Add letter "a." designation as an item letter for the code
- 18. Add the term "bicycles" to the definition
- 20. Add letter "a." designation as an item letter for the code
- 21. Add letter "a." designation as an item letter for the code
- 22h. The item letters h, i, and j have been rearranged in their order.
- 22i. Add "provides evidence and/or testimony, or reports allegations" to the definition.

Section C: Editorial changes to "Disciplinary Procedures" include:

1. Add "or any other law enforcement agency" to the definition.
2. Add the sentence, "If it is determined that the information of alleged misconduct is insufficient to warrant an allegation of misconduct, a policy warning letter may be issued to clarify the policy that was in question."
- 2a. Add "to select either an administrative or a committee hearing, and will be asked" in procedure.

Section D: No changes to Disciplinary Sanctions, Conditions, and/or Restrictions

Section E: Editorial changes to Disciplinary Appeal Procedures include:

3. Change "Appeals must be made..." to read "The appeal must be made..."

Section F: Editorial changes made to Emotionally Disturbed Students include:

- F. Add "behavioral and/or" to the definition.

Section G: Editorial changes made to Code of Student Conduct Committee include:

- G. Title changed from "Code Committees" to "Code of Student Conduct University Committees."
- 1c. Add "or designee"

Part IX

Code of Student Conduct

The *Code of Student Conduct* at Texas Tech University is administered through the Student Mediation Center and is based on promoting education and a tradition of excellence regarding student behavior. The goal of the *Code of Student Conduct* is that acceptable standards of behavior are communicated to, understood, and upheld by the students of Texas Tech University.

The Student Mediation Center encourages and facilitates a university environment where students and student organizations take responsibility for their actions. Through a well-defined student judicial process and the *Code of Student Conduct*, the Student Mediation Center educates students about their rights and responsibilities as members of the Texas Tech University community. In addition, the Student Mediation Center promotes the importance of intellectual development, self-worth, mutual respect, and how we, as members of the University community, interact with each other on a daily basis.

Questions of interpretation regarding the *Code of Student Conduct* are referred to the Student Mediation Center. The *Code of Student Conduct* is reviewed every year by the Code of Student Conduct Committee in conjunction with the Student Mediation Center and the Vice President for Student Affairs. Definitions for terms used throughout the *Code of Student Conduct* are outlined on pages 4 and 5 of the Student Affairs Handbook 2003-2004.

A. General Policy

Freedom of discussion, inquiry, and expression is fostered by an environment in which the privileges of citizenship are protected and the obligations of citizenship are understood. Accordingly, the University community has developed standards of behavior pertaining to students and to student organizations. Students and student organizations are subject to disciplinary action according to the provisions of the *Code of Student Conduct* and/or Student Affairs Handbook 2003-2004.

Student and student organization conduct on or off University premises is subject to University judicial jurisdiction. The University may enforce its own judicial policies and procedures when a student's or a student organization's conduct directly, seriously, or adversely impairs, interferes with, or disrupts the overall mission, programs, or other functions of the University.

University judicial proceedings may be instituted against a student or student organization alleged to have violated the *Code of Student Conduct* and/or Student Affairs Handbook 2003-2004. Proceedings under the *Code of Student Conduct* may be carried out prior to, concurrent with, or following civil or criminal proceedings. The proceedings are conducted in a manner, which ensures that substantial justice is done and are not restricted by the rules of evidence governing criminal and civil proceedings. The Office of the Vice President for Student Affairs in conjunction with the Student Mediation Center and the Department of Housing and Residence Life respects the rights and responsibilities of students and shall consider each violation of the University's substance abuse policy and each violation of federal, state, and/or local law on a "case-by-case" situation and shall further attempt to initially use educational options and subsequent intervention and/or prevention options to assist students. Violations of the substance abuse policy shall result in appropriate judicial action through the Student Mediation Center and/or Department of Housing and Residence Life, which may include required attendance and active participation in substance abuse education and/or intervention programs and may result in notification to the parents/guardians of dependent students under twenty-one (21) years of age.

NOTE: See Appendix A: Parent Notification Policy

B. Misconduct

Any individual student or student organization found to have committed the following misconduct while classified as a student or as a registered student organization is subject to disciplinary sanction(s), condition(s), and/or restriction(s). For definitions, please refer to Student Affairs Handbook 2003-2004 Part IX, Section D, Disciplinary Sanctions, Conditions and/or Restrictions. Misconduct or prohibited behavior includes, but is not limited to:

1. Alcoholic Beverages
 - a. Use, possession, sale, delivery, manufacture, or distribution of alcoholic beverages, except as expressly permitted by University policy;
 - b. Being under the influence of alcohol and/or intoxication.
2. Narcotics or Drugs
 - a. Use, possession, sale, delivery, manufacture, or distribution of any narcotic, drug, medicine prescribed to someone else, chemical compound or other controlled substance, except as expressly permitted by law.
 - b. Possession of drug-related paraphernalia, except as expressly permitted by law.
 - c. Being under the influence of narcotics or drugs, except as permitted by law.
3. Firearms, Weapons, and Explosives
 - a. Use or possession of any weapons, including, but not limited to, handguns, firearms, ammunition, fireworks, explosives, noxious materials, incendiary devices, or other dangerous substances on University premises;
 - b. Attempting to ignite and/or the action of igniting University and/or personal property on fire either by intent or as a result of reckless behavior which results in damage on University premises.

NOTE: *Possession of weapons by licensed holders of concealed handguns is prohibited on University premises. The Texas Tech Police Department provides storage for weapons and firearms.*

4. Theft, Damage, or Unauthorized Use
 - a. Attempted or actual theft of property or services of the University, of other University students, of other members of the University community, or of campus visitors;
 - b. Possession of property known to be stolen or belonging to another person without the owner's permission is considered as theft;
 - c. Attempted or actual damage to property of the University, of other University students, of other members of the University community, or of campus visitors;
 - d. Attempted or actual unauthorized use of a credit card, debit card, automated teller machine card, telephone card, student identification card, and/or personal check;
 - e. Alteration, forgery, or misrepresentation of any form of identification.
5. Actions Against Members of the University Community
 - a. Physical harm or threat of harm to any person;
 - b. Intentional or reckless conduct which endangers the health or safety of any person;
 - c. Disruptive behavior;
 - d. Harassment, including acts or communications that are intended to intimidate or humiliate any person;
 - e. Sexual Harassment, including unwelcome sexual advances, requests for sexual favors, or submission to which a condition of any person's rights or privileges are placed upon contingency either explicitly or implicitly.
 - f. Sexual misconduct or unwanted sexual behavior, including but not limited to any attempted or actual physical contact of a sexual nature, regardless of gender;
 - g. Excessive pressure, threats, or any form of conduct, coercive tactics or mind control techniques used to retain or recruit a student for membership in an organization;

- h. Participation in a campus demonstration which disrupts the normal operations of the University and infringes on the rights of other members of the University community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area; intentional obstruction which unreasonably interferes with freedom of movement, either pedestrian or vehicular.
- 6. Gambling, Wagering, or Bookmaking
 - a. Gambling, wagering, gaming, or bookmaking on University premises, or with University equipment, as defined by federal, state, and/or local law is prohibited.
- 7. Hazing

Hazing, which is defined as any intentional, knowing, or reckless act directed against a student, occurring on or off the campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health, or safety of a student for the purpose of pledging or associating, being initiated into, affiliating with, holding office in, seeking, and/or maintaining membership in any organization whose members are/or include students. Consent and/or acquiescence by a student or students subjected to hazing is not a reasonable defense in a disciplinary proceeding. The terms include but are not limited to:

 - a. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
 - b. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of a student;
 - c. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects a student to an unreasonable risk or harm, or which adversely affects the mental, physical health, or safety of a student;
 - d. Any activity that intimidates or threatens a student with ostracism, that subjects a student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of a student, or that discourages a student from entering or remaining registered at this educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above;
 - e. Any activity in which a person engages in hazing; solicits, encourages, directs, aids, or attempts to aid another in engaging in hazing; intentionally, knowingly, or recklessly permits hazing to occur; has firsthand knowledge of the planning of a specific hazing incident which has occurred, and knowingly fails to report the incident in writing to the Student Mediation Center;
 - f. Any activity in which hazing is either condoned or encouraged or actions of any officer or combination of members, pledges, associates, or alumni of the organization in committing or assisting in the commission of hazing.

NOTE: Texas Education Code, Sections 37.151-37.157 and Section 51.936

- 8. False Alarms or Terroristic Threats
 - a. Intentional sounding of a false fire alarm, making a false emergency call or terroristic threat, issuing a bomb threat, constructing mock explosive devices, destruction or activation of fire sprinklers, filing false police reports, improperly possessing, tampering with, or destroying fire equipment or emergency signs on University premises.
- 9. Financial Irresponsibility
 - a. Failure to meet financial obligations owed to the University, or components owned or operated by the University, including, but not limited to, the writing of checks on accounts with insufficient funds.

10. Unauthorized Entry, Possession or Use
 - a. Unauthorized entry into or use of University premises;
 - b. Unauthorized possession or duplication, processing, production, or manufacture of any key or unlocking device, University Identification Card, or access code for use in University premises;
 - c. Unauthorized use of the University name, logotype, registered marks, or symbols of the University;
 - d. Use of the University's name to advertise or promote events or activities in a manner which suggests sponsorship and/or recognition by the University.
- NOTE:** Registered student organizations are permitted to use the word "Tech" as a part of their organizational names or to use the complete statement "a student organization at Texas Tech University".
11. Traffic and Parking
 - a. Violation of University Traffic and Parking regulations;
 - b. Obstruction of the free flow of pedestrian traffic on University premises.
- NOTE:** See Appendix B: Traffic & Parking Policy
12. Department of Residence Life Regulations
Violation of rules that govern behavior in the campus residence and/or dining halls as stated in the Residence Hall Handbook and/or other notifications or publications provided by the Department of Housing and Residence Life.
- NOTE:** See Appendix C: Department of Housing and Residence Life Policy
13. Student Recreation and Aquatic Center Regulations
 - a. Violation of rules which govern behavior in the Student Recreation Center and Aquatic Center.
- NOTE:** See Appendix D: Student Recreation and Aquatic Center Regulations
14. Failure to Comply with Reasonable Directions or Requests of University Officials
 - a. Failure to comply with the reasonable directions or requests of a University official acting in the performance of his/her duties.
15. Failure to Present Student Identification
 - a. Failure to present student identification on request to any University official and identify himself/herself to any University official acting in the performance of his/her duties.
16. Abuse, Misuse, or Theft of University Computer Data, Programs, Time, Computer or Network Equipment
 - a. Unauthorized use of computing and/or networking resources;
 - b. Use of computing and/or networking resources for unauthorized or nonacademic purposes;
 - c. Unauthorized accessing or copying of programs, records, or data belonging to the University or another user, or copyrighted materials or software, without permission;
 - d. Attempted or actual breach of the security of another user's account and/or computing system, depriving another user of access to University computing and/or networking resources, compromising the privacy of another user, or disrupting the intended use of computing or network resources;

- e. Attempted or actual use of the University's computing and/or networking resources for personal or financial gain;
 - f. Attempted or actual transport of copies of University programs, records, or data to another person or computer without written authorization;
 - g. Attempted or actual destruction or modification of programs, records, or data belonging to the University or another user or destruction of the integrity of computer-based information;
 - h. Attempted or actual use of the computing and/or networking facilities to interfere with the normal operation of the University's computing and/or networking systems; or through such actions, causing a waste of such resources (people, capacity, computer);
 - i. Allowing another person, either through one's personal computer account, or by other means, to accomplish any of the above;
 - j. "Spamming" defined as the sending of unsolicited e-mails to parties with whom you have no existing business, professional, or personal acquaintance.
17. Providing False Information or Misuse of Records
- a. Knowingly furnishing false information to the University, or to a University official in the performance of his/her duties, either verbally, or through forgery, alteration, or misuse of any University document, record, or instrument of identification.

NOTE: The Director of Admissions and School Relations or Director's representative is responsible for resolving issues involving falsification on admission forms.

18. Skateboard, Rollerblades, Scooters, Bicycles or Similar Devices
- a. Use of skateboards, rollerblades, scooters, bicycles or other similar devices in University buildings or on University premises in such a manner as to constitute a safety hazard or cause damage to University or personal property.

NOTE: Also refer to Board of Regents Policy 03.11 "Traffic and Parking".

19. Academic Dishonesty
- a. Cheating, including but not limited to:
 - 1) Use of any unauthorized aid, sources, and/or assistance or assisting others in taking a course, quiz, test, or examination, writing papers, preparing reports, solving problems, or carrying out assignments;
 - 2) The acquisition, without permission, of tests or other academic material belonging to a member of the University community;
 - 3) Alteration of grade records;
 - 4) Bribing or attempting to bribe a member of the University community or any other individual to alter a grade.
 - b. Plagiarism, including but not limited to:
 - 1) The use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment;
 - 2) The unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

NOTE: Refer to Student Affairs Handbook, Part II, B and Part V, A4, as well as University Operating Policy 34.03 and/or 34.12.

20. Violation of published University Policies, Rules, or Regulations
- a. Violation of any published University policies, rules, or regulations that govern student or student organization behavior. Including, but not limited to, violations of University Operating Policy and Board of Regents Policy of Texas Tech University.

21. Violation of Federal, State, and/or Local Law
 - a. Misconduct which constitutes a violation of any provisions of federal, state, and/or local laws.
22. Abuse of the Discipline System
 - a. Failure by a student or student organization to respond to a notification to appear before the Judicial Officer during any stage of a disciplinary proceeding. Failure to comply with or respond to a notice issued as part of a disciplinary procedure and/or failure to appear will not prevent the Judicial Officer from proceeding with disciplinary action;
 - b. Falsification, distortion, or misrepresentation of information in disciplinary proceedings;
 - c. Disruption or interference with the orderly conduct of a disciplinary proceeding;
 - d. Filing an allegation known to be without merit or cause;
 - e. Discouraging or attempting to discourage an individual's proper participation in, or use of, the discipline system;
 - f. Influencing or attempting to influence the impartiality of a member of a disciplinary body prior to, and/or during the disciplinary proceeding;
 - g. Harm, threat of harm, or intimidation either verbally, physically or written of a member of a disciplinary body prior to, during, and/or after disciplinary proceeding;
 - h. ~~Failure to comply with the sanction(s), condition(s), and/or restriction(s) imposed under the Code of Student Conduct;~~
 - i. ~~Influencing or attempting to influence another person to commit an abuse of the discipline system;~~
 - j. ~~Retaliation against any person or group who files grievances or allegations in accordance with the Student Affairs Handbook 2002-2003.~~
 - h. Influencing or attempting to influence another person to commit an abuse of the discipline system;
 - i. Retaliation against any person or group who files a grievance, provides evidence and/or testimony, or reports allegations in accordance with the Student Affairs Handbook, 2003-2004;
 - j. Failure to comply with the sanction(s), condition(s), and/or restriction(s) imposed under the Code of Student Conduct.

C. Disciplinary Procedures

1. To file an allegation, including an incident report from the Department of Housing and Residence Life, the Texas Tech Police Department, or any other law enforcement agency, or members of the University community, against a student or student organization, individuals may meet with a University official and shall deliver a written allegation describing the action or behavior to the Student Mediation Center. The written allegation should be received by the Student Mediation Center within twenty (20) University working days of the alleged incident to initiate disciplinary procedures.
2. General Procedure

The Judicial Officer will inquire, gather, and review information about the reported student or student organization misconduct and will evaluate the accuracy, credibility, and sufficiency of this information. If it is determined that the information of alleged misconduct is insufficient to warrant an allegation of misconduct, a policy warning letter may be issued to clarify the policy that was in question. The Judicial Officer will ensure that the requirements of due process are fulfilled in accordance with the following procedures:

 - a. When a written allegation is filed, the student or student organization named in the allegation will be notified in writing to select either an administrative or a committee hearing, and will be asked to appear before the Judicial Officer to discuss the alleged violation(s). The student or student organization's student representative will have

five (5) University working days from the date of the written notification to respond by contacting the Judicial Officer. Written notification will be delivered to the student's or student organization student representative's last known official, local address as provided by the student or student organization as provided by the Registrar's Office or the Center for Campus Life, respectively. If mailed, notification is to be mailed by return receipt requested. Failure of a student or student organization's student representative to receive certified mail does not prevent the disciplinary process from proceeding.

- b. In any disciplinary proceeding, the student or student organization's student representative has the right to:
 - 1) notification of the alleged misconduct;
 - 2) know the source of the allegation(s);
 - 3) know the specific alleged violation(s);
 - 4) know the sanctions, conditions and/or restrictions which may be imposed because of the alleged misconduct;
 - 5) be accompanied by an advisor at any disciplinary hearing (for advisory purposes only, not for representation);
 - 6) refrain from making any statement relevant to the allegation(s);
 - 7) know that any statements made by the student or student organization's student representative can be used during the proceeding.
- c. After the student or student organization's student representative has been advised of the allegation(s), the student or student organization's student representative shall choose between to have the case resolved either through an administrative or a committee hearing. However, the Judicial Officer reserves the right in all cases to designate a committee hearing of the case.
- d. After notice has been given to the student or student organization's student representative, the University may proceed to conduct either an administrative or a discipline committee hearing and deliver a decision or recommendation respectively. The administrative or committee hearing may be held and a decision or recommendation made, regardless of whether the student or registered student organization's student representative responds, fails to respond, attends the hearing, or fails to attend the hearing. In the absence of the student or student organization's student representative the Judicial Officer or the University Discipline Committee will consider the information and render an appropriate administrative decision or committee recommendation. Notice is deemed to have been given when written notification is placed in United States Mail, campus mail, or personally delivered. The written notification is given when the notice is addressed to the student's or student organization student representative's last officially known address as provided by the student to the Registrar's Office or student organization to the Center for Campus Life.
- e. The Judicial Officer may refer the alleged violation to alternative dispute resolution through non-binding mediation in place of the administrative or committee hearing. If alternative dispute resolution is not successful, then the allegation is again referred to either the administrative or committee hearing process.
- f. In addition to other possible sanctions, conditions, and/or restrictions, and in the event that a student or a student organization's student representative fails to respond to written notification, an administrative flag may be placed on the student's or student organization's records to prevent further registration. The administrative flag will remain until such time as Judicial Officer receives an appropriate response.
- g. All records of disciplinary action taken against a student or student organization will remain on file in the Student Mediation Center for seven (7) years from the date the case is completed through administrative or committee hearing and/or disciplinary appeal procedures.

3. Administrative Hearing

- a. In cases in which the student or student organization's student representative does not dispute the information and findings provided to the Judicial Officer leading to the allegation(s) and/or the student chooses to participate in an administrative hearing, a committee hearing or further proceeding may not be required.
- b. The administrative hearing process usually is completed within twenty (20) University working days from the time the written allegation is filed.
- c. After making a determination, the Judicial Officer will provide written notification to the student or student organization's representative of the decision and, if any, the sanction(s), condition(s), and/or restriction(s) to be imposed.
- c. The student or student organization's student representative may appeal based upon the disciplinary appeal process. (See Section E, Disciplinary Appeals Procedure)

4. Committee Hearing

If the student or student organization's student representative disputes the information and findings that a violation has been committed, or chooses a committee hearing, the case may be resolved through committee hearing procedures as follows:

- a. A "Notification of Violation and Pending Disciplinary Hearing" will be delivered in person, or sent to the student's or student organization student representative's last known official, local address as provided by the student or student organization to the Registrar's Office or the Campus Activities and Involvement Office, respectively. If mailed, notification is to be mailed by return receipt requested. Failure of a student or student organization's student representative to receive certified mail does not prevent the University Discipline Committee from proceeding.
- b. The Judicial Officer and the student or student organization's student representative will inform each other of documents to be introduced, witnesses to be examined, and the anticipated testimony of the witnesses. This exchange must be completed within five (5) University working days prior to the scheduled committee hearing. Information and/or supporting materials may not be considered unless the student or student organization's student representative and the University's representative have been advised of the source and content at least five (5) University working days in advance of the committee hearing.
- c. The student or student organization's student representative has a maximum of five (5) University working days from the date of notification of alleged violation(s) to prepare a response prior to this exchange of information and/or supporting materials and scheduled committee hearing. The case will then be heard by the University Discipline Committee.
- d. The University Discipline Committee, Judicial Officers, and the student or student organization's student representative will have a reasonable opportunity to question witnesses. Hearing proceedings, excluding the deliberations of the University Discipline Committee, will be tape recorded. The confidential hearing will be closed unless the student or student organization's student representative requests to the Judicial Officer, in writing within five (5) University working days from the date of the "Notification of Violation and Pending Disciplinary Hearing" that the hearing be open to the public. The University Discipline Committee chair is responsible for conducting an orderly hearing and will determine the procedure to be used for both open and closed hearings. Prospective witnesses will be excluded from the hearing room until they are given the opportunity to present their information, knowledge and/or perception of the alleged incident. The student or student organization's student representative may have an advisor present during the committee hearing process; however, this advisor cannot also serve as a witness. The chair may deny admission into or remove from the hearing anyone due to space limitations or disruptive behavior.
- e. Following the hearing, the University Discipline Committee in writing, by consensus, will recommend to the Judicial Officer whether or not the violation(s), as alleged, has occurred.

- 1) If the finding is that the alleged violation(s) has not occurred, the Judicial Officer will be notified in writing of the recommendation by the University Discipline Committee chair. The Judicial Officer will review the recommendation and then determine the sanction(s), condition(s), and/or restriction(s), if any, to be imposed then notify the student or student organization's student representative in writing of the Judicial Officer's final disciplinary decision within five (5) university working days.
 - 2) If the finding is that the alleged violation(s) has occurred, the University Discipline Committee will recommend disciplinary sanction(s), condition(s), and/or restriction(s) and the University Discipline Committee chair will notify the Judicial Officer in writing. The Judicial Officer, will review the recommendation and then determine the sanction(s), condition(s), and/or restriction(s), if any, to be imposed and notify the student or student organization's student representative in writing of the Judicial Officer's final disciplinary decision within five (5) university working days.
 - f. The student or student organization's student representative may appeal based upon the disciplinary appeal process. (See Section E, Disciplinary Appeals Procedure)
5. If in the judgment of the Vice President for Student Affairs or the Vice President's representative, or on recommendation of the Judicial Officer or other University officials, the physical or emotional well-being of a student, or other students, or members of the University community could be endangered, or if the presence of the student or student organization would seriously disrupt the University, a student or student organization may be temporarily suspended pending completion of disciplinary procedures. The Vice President for Student Affairs or Vice President's representative will notify the Judicial Officer to initiate appropriate disciplinary procedures within five (5) University working days from the date of temporary suspension.

D. Disciplinary Sanctions, Conditions, and/or Restrictions

The Judicial Officer may impose sanctions, conditions, and/or restrictions as a result of an administrative hearing. Additionally, the University Discipline Committee may recommend sanctions, conditions, and/or restrictions to the Director of the Student Mediation Center as a result of a University Discipline Committee hearing.

Through the administrative hearing or University Discipline Committee hearing, the following educational sanctions, conditions, and/or restrictions may be assessed when a student or student organization is found to have been responsible for misconduct.

1. Sanctions are defined as the primary outcome or decision of the alleged violation. If found responsible, the range of sanctions includes the following outcomes:
 - a. Disciplinary Reprimand:
The disciplinary reprimand is an official written notification to the student or student organization that the action in question was misconduct. In the case of a student organization, a copy of the notification may be sent to the organization's advisor(s) and international or national organization headquarters.
 - b. Disciplinary Probation:
Disciplinary probation is a period of time during which a student or student organization's conduct will be observed and reviewed. The student or student organization must demonstrate the ability to comply with University policies, rules, and/or standards and any other requirement stipulated for the probationary period. Further instances of misconduct under the *Code of Student Conduct* and/or *Student Affairs Handbook* during this period may result in additional sanctions, conditions, and/or restrictions.

- c. **Deferred Disciplinary Suspension:**
Deferred disciplinary suspension is a period of time where a disciplinary suspension may be deferred for a period of observation and review, but in no case will the deferred suspension be less than the remainder of the semester. Additional misconduct or failure to comply may result in additional sanctions, conditions, and/or restrictions.
- d. **Time-Limited Disciplinary Suspension:**
Time-limited disciplinary suspension is a period of time in which a student may not attend classes or participate in University related activity. The status of disciplinary suspension will be shown on the student's academic record, including the transcript or student organization's registration, during the period of disciplinary suspension. During disciplinary suspension of a student organization, the registration and privileges of the organization are suspended. Upon written request by the student to the University Registrar or by the student organization's representative to the Center for Campus Life, the notation of disciplinary suspension will be removed from the transcript or registration upon readmission or the completion of the disciplinary suspension period. Notification of disciplinary suspension of a student or student organization will indicate the date on which the disciplinary suspension begins, the earliest date, if any, upon which the application for student readmission or student organization re-registration will be considered. Questions related to academic course work, tuition, or fees during the period of disciplinary suspension should be directed to the Director of the Student Mediation Center. The Judicial Officer may deny a student's or student organization's request for readmission or registration, respectively, if the student's or student organization's misconduct during a period of disciplinary suspension would have warranted additional disciplinary action. Similarly, if the student or student organization has failed to satisfy any sanctions, conditions, and/or restrictions that have been imposed prior to application for readmission or registration, the Judicial Officer may deny readmission to a student or registration to a student organization. On denial of a student's readmission or of a student organization's re-registration, the Vice President for Student Affairs will set a date when another application for readmission or registration may again be made. A student or student organization may appeal denial or readmission or re-registration based upon the disciplinary appeals process. (See Section E, Disciplinary Appeals Procedure)
- e. **Disciplinary Expulsion:**
Disciplinary expulsion occurs when the student or student organization is permanently withdrawn and separated from the University. The status of expulsion will be shown on the student's academic record, including the transcript or student organization's registration.

These sanctions may or may not be accompanied by conditions and/or restrictions.

- 2. A Condition is defined as a secondary component of a disciplinary sanction. A condition is usually an educational or personal element that is to occur in conjunction with the assigned sanction. Some examples of conditions include, but are not limited to:
 - a. Personal and/or academic counseling;
 - b. Discretionary educational conditions and/or programs of educational service to the University and/or community;
 - c. Residence Hall relocation and/or contract review/cancellation of residence hall contract and/or use of dining facilities;
 - d. Restitution or compensation for loss, damage, or injury, which may take the form of appropriate service and/or monetary or material replacement;
 - e. Monetary assessment owed to the University;
 - f. Completion of online alcohol education program;
 - g. Referral to Raider Assistance Program for assessment.

3. A Restriction is defined as a secondary component of a disciplinary sanction. A restriction is usually an educational component that is usually to occur in conjunction with the sanction and will usually be time specific. Some examples of restrictions include, but are not limited to:
 - a. Revocation of parking and/or building-use privileges;
 - b. Denial of eligibility for holding office in registered student organizations;
 - c. Denial of participation in extracurricular activities;
 - d. Prohibited access to University facilities and/or prohibited direct or indirect contact with members of the University community;
 - e. Loss of privileges on a temporary or permanent basis.

Implementation of the disciplinary sanction(s), condition(s), and/or restriction(s) will not begin until either the time for a disciplinary appeal has expired, or until the disciplinary appeal process is exhausted. Exceptions are made only in cases for which, in the judgment of the Vice President for Student Affairs, the physical or emotional well being of the student, the student organization, other students, or other members of the University community may be endangered.

E. Disciplinary Appeal Procedures

1. **Right to Appeal**
Any student or student organization's student representative has the right to one appeal the final disciplinary decision assessed by the Judicial Officer. Students or student organization's student representative may also appeal a decision denying readmission to the University or re-registration of a student organization. Failure to file a written request for an appeal within the allotted time will render the original decision final and conclusive.
2. **Grounds for Appeal**
 - a. Appeals must be based on:
 - 1) Issues of substantive or procedural errors which were prejudicial and which were committed during the disciplinary process;
 - 2) Relevant information which was not available at the hearing.
 - b. The specific questions to be addressed on appeal are:
 - 1) Were the procedures of the *Code of Student Conduct* followed?
 - 2) If a procedural error was committed, were the rights of the student or student organization materially violated so as to effectively deny the student or student organization a fair hearing?
 - 3) Was the hearing conducted in a way that permitted the student or student organization's student representative adequate notice and the opportunity to present information?
 - 4) Was the information presented at the hearing sufficient to justify the decision reached?
3. **Notification of Appeal**
The appeal Appeals must be made in writing in sufficient detail to inform the Judicial Officer or the University Discipline Appeals Committee of the grounds for appeal. The appeal is not intended to afford a full rehearing of the case but to serve as a method of reviewing the written content and validity of the appeal submitted by the student or student organization's student representative and the record of the case and the procedures followed in decision-making. Therefore, the student or student organization's student representative will not be given the opportunity to appear before the Judicial Officer or the University Discipline Appeals Committee for an oral hearing. The student or student organization's student representative may choose to appeal a hearing outcome to either an administrative hearing appeal or the University Discipline Appeals Committee.

a. Administrative Hearing Appeal

The student or student organization's student representative desiring to appeal an administrative disposition has five (5) University working days from the date of the disposition letter to prepare and submit the written appeal to the Judicial Officer. The Judicial Officer will review materials relevant to the case in the written appeal of an administrative hearing of the student or student organization's student representative. The disciplinary decision of the Judicial Officer is final. The Judicial Officer may:

- 1) Find that no substantive and/or procedural error has occurred and that the decision be affirmed.
- 2) Find that the written appeal submitted is not sufficient to establish the grounds for appeal and that the decision be affirmed.
- 3) Find that the information presented was sufficient to justify the decision rendered and that the decision be affirmed.
- 4) Find that the relevant materials and written appeal submitted were not sufficient to establish that the alleged misconduct had occurred; in this event, the decision may be amended by the Judicial Officer may refer the matter for a new hearing.
- 5) Find substantive and/or procedural errors that effectively denied the student or student organization due process; in this event, the decision may be amended by the Judicial Officer will refer the matter for a new hearing.

b. University Discipline Appeals Committee Hearing

The student or student organization's student representative desiring to appeal a University Discipline Committee hearing will notify the Judicial Officer in writing of intent to appeal within five (5) University working days from the date of the disposition letter. The student or student organization's student representative will have five (5) University working days from the date of the written notice of intent to appeal to prepare and submit the written appeal to the Judicial Officer. The Judicial Officer will forward to the University Discipline Appeals Committee the materials relevant to the case and the written appeal of the student or student organization's student representative. On written request, and facilitated by the Judicial Officer, the student or student organization's student representative will be given an opportunity to review the tape recorded proceedings of the hearing, if any, and to review other relevant information. The University Discipline Appeals Committee will make recommendations to the Judicial Officer.

The committee may:

- 1) Find that no substantive and/or procedural error has occurred and recommend the decision be affirmed.
- 2) Find that the written appeal submitted was not sufficient to establish the grounds for appeal and recommend that the decision be affirmed;
- 3) Find that the information presented at the hearing was sufficient to justify the decision rendered and recommend that the decision be affirmed.
- 4) Find that the relevant materials submitted at the hearing and written appeal were not sufficient to establish that the alleged misconduct had occurred; in this event, the decision may be amended by the Judicial Officer may refer the matter for a new hearing.
- 5) Find substantive and/or procedural errors that effectively denied the student or student organization due process; in this event, the decision may be amended by the Judicial Officer may refer the matter for a new hearing.
- 6) In cases where a student is seeking re-admittance or a student organization is seeking re-registration, the University Discipline Appeals Committee may affirm the decision or recommend that the student be readmitted or the organization be re-registered.

4. Final Decision

The Judicial Officer will provide written notification of the final disciplinary decision to the student or student organization's student representative of the administrative or

committee hearing appeal. If referred to the University Discipline Appeals Committee the chair will communicate in writing the committee's recommendation to the Judicial Officer. After review of the recommendations, the Judicial Officer will determine the final disciplinary decision within five (5) University working days.

F. Emotionally Disturbed Students

Texas Tech University provides evaluation, referral and limited treatment (within the parameters of available University resources) for a student displaying behavioral and/or emotional problems, but a student's treatment needs may be beyond the scope of these services.

1. Definitions

- a. "Abnormal behavior" means overt actions, omissions of actions, or verbal or written statements which are inconsistent with the actions or statements of a reasonable, prudent person under similar circumstances.
- b. "Emotional problems" include, but are not limited to, behaviors resulting from possible physical, drug related, or psychological disorders which may pose potential harm to the physical well-being of the student or members of the University Community, or cause significant disruption to the normal functions of the University.
- c. "An emotionally disturbed student" includes, but is not limited to, a student exhibiting any of the behaviors described above.

2. Temporary Suspension

- a. If in the judgment of the Judicial Officer, it is determined that:
 - 1) A student's behavior is disruptive to University functions or;
 - 2) Presents a threat of harm or bodily injury to himself/herself or members of the University community.
- b. The Judicial Officer may recommend to the Vice President for Student Affairs that the student be temporarily suspended from the University.
- c. If the Vice President for Student Affairs concurs with the Judicial Officer's recommendation, the student will be temporarily suspended until a hearing can be held. Temporary suspension will not be longer than fourteen (14) days.

3. Registration Flag Following Temporary Suspension

When a student is suspended or withdrawn under this section, a registration flag will be placed on the student's readmission to the University. This registration flag will remain in the student's records until the student is readmitted.

4. Readmission Procedures and Appeals

- a. A student who has had a registration flag placed on his or her records under this section must request readmission from the Judicial Officer at least three (3) weeks prior to the first day of classes of the semester or summer session in which the student wishes to re-enroll. The student may be required by the Judicial Officer to submit evidence in writing supportive of his or her present ability to function properly and effectively in the University community. The University will evaluate the student's request and supporting evidence with primary consideration given to satisfying all conditions specified at the time of suspension or withdrawal. If approval is granted by the Judicial Officer for the removal of the registration flag, the student must then complete the regular University readmission procedures.
- b. If approval for readmission is denied by the Judicial Officer, the student may appeal that decision to the Vice President for Student Affairs. The appeal to the Vice President for Student Affairs must be made, in writing, within five (5) University

working days from the date the student is notified in writing by the Judicial Officer that the student's request has been denied.

- c. The Vice President for Student Affairs, upon receiving an appeal request, must inform the student, in writing, that he or she is entitled to a hearing. This hearing should be held within five (5) University working days from the date that the Vice President for Student Affairs informs the student of the hearing. The hearing will be conducted by the Vice President for Student Affairs or the Vice President's representative. Following the hearing, the Vice President for Student Affairs will either sustain the decision of the Judicial Officer or reverse the decision and allow the student to re-enroll in the University. The Vice President for Student Affairs will notify all parties of this decision, in writing, within three (3) University working days following the completion of the hearing.

NOTE: *Texas Education Code, Sections 51.233-51.244*

G. Code of Student Conduct University Committees ~~Code Committees~~

1. University Discipline Committee
 - a. Committee Composition

The University Discipline Committee will conduct disciplinary hearings in referred cases. The Committee will be composed of five (5) full-time faculty members, five (5) full-time undergraduate students, and five (5) full-time staff members. Each member will be appointed for a single one-year term by the Vice President for Student Affairs. Committee members may be re-appointed for consecutive one-year terms.
 - b. Committee Appointments

University Discipline Committee appointments will be made as follows:

 - 1) The chair will be appointed by the Vice President for Student Affairs and will be a member of the faculty or staff. If the chair is absent, an acting chair may be named by the Director of the Student Mediation Center.
 - 2) Five (5) full-time undergraduate student members will be appointed by the Vice President for Student Affairs who will invite a recommendation by the President of the Student Government Association, with the advice of the Student Senate.
 - 3) Five (5) full-time faculty members will be appointed by the Vice President for Student Affairs who will invite a recommendation by the President of the Faculty Senate, with the advice of the Faculty Senate.
 - 4) Five (5) full-time staff members will be appointed by the Vice President for Student Affairs who will invite a recommendation by the President of the Staff Senate, with the advice of the Staff Senate.
 - c. Committee Recorder

The Director of the Student Mediation Center, or designee, will serve as non-voting resource persons for the committee.
 - d. Committee Meetings

The committee will establish regular meeting dates and times during which cases will be heard and will also provide for scheduling special meetings as needed. Committee hearings will be conducted by a sub-group of the minimum fifteen (15) committee members.
 - e. Committee Quorum

A quorum for the committee is four (4) members, so long as at least one (1) member is present from each of the three (3) representative categories.
 - f. Committee Deliberation

When deliberating a case, the committee will meet in closed session with only voting members and the resource persons present.
 - g. Committee Removals

The Vice President for Student Affairs may remove a member from this committee when, in his or her judgment, the member has failed or refused to serve and perform the duties and functions of this committee.

- h. Additional Committee Sections and/or Members
The Vice President for Student Affairs may appoint additional sections and/or members of the University Discipline Committee to expedite the orderly disposition of cases and/or to aid in the administration of disciplinary action within the University. The additional sections and/or members of the University Discipline Committee will have the same composition of membership, the same duties and the same authority as original University Discipline Committee, and additional sections will be alphabetically designated. Each section will function as a separate and independent unit in helping dispose of the caseload in the University disciplinary process. Cases will be assigned by the Director of the Student Mediation Center.
 - i. Committee Orientation
Members of the University Discipline Committee shall be required to participate in an orientation facilitated by the Student Mediation Center prior to serving as a member of any committee hearing.
- 2. University Discipline Appeals Committee
 - a. Committee Referrals
The University Discipline Appeals Committee will review cases appealed from the University Discipline Committee.
 - b. Committee Composition
The Committee will be comprised of three (3) full-time faculty members, three (3) full-time staff members, and three (3) full-time undergraduate students. All members will be appointed for a single one-year term by the Vice President for Student Affairs. Committee members may be reappointed to consecutive one-year terms. The Vice President for Student Affairs will invite recommendations from the President of the Student Government Association, the President of the Faculty Senate and the President of the Staff Senate for members of the student body, faculty and staff, respectively, to serve as committee members. Recommendations come from the advice of the respective senates. The chair will be appointed by the Vice President for Student Affairs and will be a member of the faculty or staff. If the chair is absent, an acting chair may be named by the Director of the Student Mediation Center.
 - c. Committee Recorder
The Director of the Student Mediation Center, or designee, will serve as a non-voting resource persons for the committee.
 - d. Committee Deliberation
When deliberating a case, the committee will meet in closed session with only voting members and the resource persons present.
 - e. Committee Removals
The Vice President for Student Affairs may remove a member from this committee when, in his or her judgment, the member has failed or refused to serve and perform the duties and functions of this committee.
 - f. Committee Meetings
The committee will establish regular meeting dates and times during which cases will be reviewed and will provide for scheduling special meetings as needed. Appeals hearings will be conducted by a sub-group of the minimum nine (9) members from the committee.
 - g. Committee Quorum
A quorum for the committee is four (4) members, so long as at least one (1) member is present from each of the three (3) representative categories.
 - h. Additional Committee Sections and/or Members
The Vice President for Student Affairs may appoint additional sections and/or members of the University Discipline Appeals Committee to expedite the orderly disposition of cases and/or to aid in the administration of disciplinary action within the University. The additional sections and/or members of the University Discipline Appeals Committee will have the same composition of membership, the same duties and the same authority as the original University Discipline Appeals Committee, and

the additional sections will be alphabetically designated. Each section will function as a separate and independent unit in helping dispose of the appeal caseload in the University disciplinary process. Cases will be assigned by the Director of the Student Mediation Center.

i. Committee Orientation

Members of the University Discipline Appeals Committee will be required to participate in an orientation facilitated by the Mediation Center prior to serving as a member of any disciplinary appeal hearing.

3. Code of Student Conduct Committee

a. Code of Student Conduct Review

The Code of Student Conduct Committee will conduct an annual review of the *Code of Student Conduct* and make recommendations to the Vice President for Student Affairs regarding omissions, clarifications, constructive changes, and other matters relevant to the proper interpretation and operation of the *Code of Student Conduct*.

b. Committee Composition

- 1) The chair will be appointed by the Vice President for Student Affairs and will be a full-time member of the faculty or staff.
- 2) The Code of Student Conduct Committee will consist of three (3) full-time faculty members, two (2) full-time staff members, two (2) full-time undergraduate students and one (1) full-time graduate student.
- 3) Faculty and staff will be appointed for one three (3) year term, and undergraduate/graduate student(s) will be appointed for a single one-year term.
- 4) Committee appointments will be made by the Vice President for Student Affairs after inviting recommendations by the President of the Student Government Association, the President of the Faculty Senate and the President of the Staff Senate with the advice of the Student Senate for undergraduate/graduate student members, the Faculty Senate for faculty members and Staff Senate for staff members.

c. Committee Recorder

The Director of the Student Mediation Center, or designee, will serve as a resource person for the committee.

d. Committee Removals

The Vice President for Student Affairs may remove a member from this committee when, in his or her judgment, the member has failed or refused to serve and perform the duties and functions of this committee.

e. Code of Student Conduct Committee Orientation

Members of the Code of Student Conduct Committee will be required to participate in an orientation facilitated by the Director of the Student Mediation Center prior to review of the *Code of Student Conduct*.

Part IX *Code of Student Conduct*
Student Affairs Handbook 2002-2003
To Be Approved by the Board of Regents
DATE
Effective August 1, 2003

TEXAS TECH UNIVERSITY SYSTEM ADMINISTRATION

Holiday Schedule for 2003-2004

<u>2003</u>	<u>Day of Week</u>	<u>Holiday</u>
September 1	Monday	Labor Day
November 27	Thursday	Thanksgiving Day
November 28	Friday	Thanksgiving Holiday
December 23	Tuesday	Christmas Holiday
December 24	Wednesday	Christmas Holiday
December 25	Thursday	Christmas Day
December 26	Friday	Christmas Holiday
December 29	Monday	Christmas Holiday
December 30	Tuesday	Christmas Holiday
December 31	Wednesday	Christmas Holiday
<u>2004</u>		
January 1	Thursday	New Year's Day
January 19	Monday	Martin Luther King, Jr. Day
May 31	Monday	Memorial Day
July 5	Monday	Independence Day

Total Allowable Holidays: 14

TEXAS TECH UNIVERSITY

Holiday Schedule for 2003-2004

<u>2003</u>	<u>Day of Week</u>	<u>Holiday</u>
September 1	Monday	Labor Day
November 27	Thursday	Thanksgiving Day
November 28	Friday	Thanksgiving Holiday
December 23	Tuesday	Christmas Holiday
December 24	Wednesday	Christmas Holiday
December 25	Thursday	Christmas Day
December 26	Friday	Christmas Holiday
December 29	Monday	Christmas Holiday
December 30	Tuesday	Christmas Holiday
December 31	Wednesday	Christmas Holiday
<u>2004</u>		
January 1	Thursday	New Year's Day
January 19	Monday	Martin Luther King, Jr. Day
May 31	Monday	Memorial Day
July 5	Monday	Independence Day

Total Allowable Holidays: 14

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

Holiday Schedule for 2003-2004 *

<u>2003</u>	<u>Day of Week</u>	<u>Holiday</u>
September 1	Monday	Labor Day
November 27	Thursday	Thanksgiving Day
November 28	Friday	Thanksgiving Holiday
December 24	Wednesday	Christmas Eve
December 25	Thursday	Christmas Day
December 26	Friday	Christmas Holiday
December 31	Wednesday	New Year's Eve
<u>2004</u>		
January 1	Thursday	New Year's Day
January 19	Monday	Martin Luther King, Jr. Day
May 31	Monday	Memorial Day
July 5	Monday	Independence Holiday

Note:

State law provides for 17 state holidays. During FY 2004, two of the dates fall on the week-end; two holidays occur on the same day. The appropriations bill disallows state holidays occurring on weekends. There are 14 observable holidays in FY 2004. TTUHSC will observe 11 holidays.

An additional three days of holiday entitlement will be accrued to employees' holiday comp time balances at the rate of two hours per month.

State employees are entitled to observe the holidays of Rosh Hashanah, Yom Kippur, Good Friday and Cesar Chavez Day in lieu of any holiday(s) on which the institution is required to be open and staffed to conduct business.

* Subject to change by the 78th Regular Legislative Session.

TEXAS TECH UNIVERSITY
BUDGET ADJUSTMENTS FOR THE PERIOD
JANUARY 1, 2003 through MARCH 31, 2003

TEXAS TECH UNIVERSITY – BOARD APPROVAL ITEMS
(January 1, 2003 – March 31, 2003)

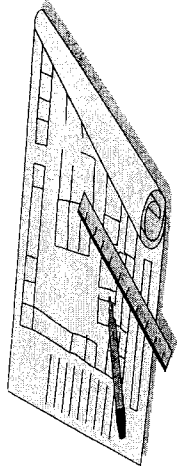
NO.	ACTIVITY	SOURCE OF FUNDS		EXPENSE	REMARKS
		OTHER	INCOME		
BOARD APPROVAL:					
HC03537	Chiller #2 CFC Conversion	\$2,699,000		\$2,699,000	Provide for a major overhaul of Chiller #2

Bricks and Mortar Report

Projects Under Construction

May 2003

TTU



Project	Cost	Status	Completion Date
Jones Stadium Stage IIA	\$51,900,000	Under Construction	August 2003
Football Training Facility	\$11,000,000	Under Construction	August 2003
Student Union Bldg. Expansion/Renov.	\$38,000,000	Under Construction	July 2003/November 2004
Experimental Sciences Building	\$36,997,000	Under Construction	September 2004
Golf Course	\$9,013,000	Substantially Complete	August 2003
Golf Course Support Facilities	\$1,692,000	Design in Progress	September 2003
Admin. Bldg. Roof Repairs	\$850,000	Under Construction	August 2003
Marsha Sharp Center for Student Athletes	\$4,100,000	Under Construction	November 2003
TOTAL	\$153,552,000		

HSC

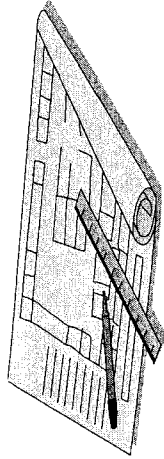
Project	Cost	Status	Completion Date
HSC Academic Classroom Bldg.	\$15,400,000	Under Construction	September 2003
HSC El Paso Clinic Expansion/Renov	\$9,700,000	Under Construction	September 2004
HSC El Paso Hydronic Pipe Replacement	\$1,700,000	Under Construction	September 2004
TOTAL	\$26,800,000		
GRAND TOTAL	\$180,352,000		

Bricks and Mortar Report

Projects In Design

May 2003

TTU



Project	Cost	Status	Completion Date
Animal and Food Sciences Facility	\$17,000,000	Design in Progress	August 2004
Admin Building Stone Repair	\$950,000	Design in Progress	TBD
Texas Tech Parkway	\$9,237,000	Design in Progress	TBD
Marsha Sharp Freeway [TxDOT Project]	TBD	Design in Progress	2007+
Student Wellness Center	\$8,500,000	Design in Progress	TBD
Residence Hall Fire Protection	\$7,000,000	Design in Progress	TBD
Business Administration Bldg.	\$50,000,000	Programming in Progress	TBD
Art 3-D Annex	\$6,000,000	Design in Progress	September 1, 2004
Vietnam Center	\$35,000,000	Planning In Progress	TBD
Museum NSRL Expansion	\$4,100,000	Design in Progress	September 1, 2004
TOTAL	\$137,787,000		

HSC

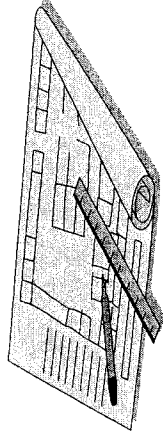
Project	Cost	Status	Completion Date
HSC Clinical Tower Research Center	\$33,747,550	Design in Progress	TBD
HSC Campus Infrastructure Improvement	\$5,000,000	Design in Progress	TBD
Amarillo Clinic Renovation	\$2,900,000	On Hold	TBD
HSC El Paso Research Facility I	\$38,500,000	Design in Progress	TBD
International Pain Institute	\$3,500,000	Design in Progress	TBD
TOTAL	\$83,647,550		
GRAND TOTAL	\$221,434,550		

Bricks and Mortar Report

Future Projects

May 2003

TTU



Project	Cost	Status	Completion Date
Museum Davies Addition	\$2,000,000	Planned	TBD
Rec. Center New Pool	\$3,800,000	On Hold	TBD
Hulen/Clement Food Court Renovation	\$4,400,000	On Hold	TBD
Retirement Village	TBD	Planned	TBD
Graduate Library	TBD	On Hold	TBD
Engineering Expansion/Renovation	\$50,000,000	On Hold	TBD
Honors College	TBD	On Hold	TBD
Golf Clubhouse/Team Facility	\$6,000,000	On Hold	TBD
Advanced Research Center	TBD	Planning Budget Approved	TBD
Art Building Renovation	\$400,000	Deferred	TBD
College of Fine & Performing Arts	\$40,000,000	On Hold	TBD
Performing Arts Center	\$40,000,000	On Hold	TBD
Child Care Center	\$2,000,000	On Hold	TBD
Dairy Barn Renovation/Relocation	\$2,000,000	On Hold	TBD
TOTAL	\$150,600,000		

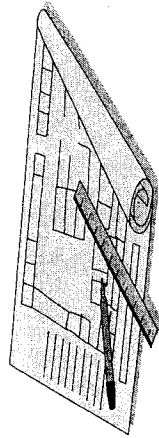
HSC

Project	Cost	Status	Completion Date
El Paso Medical School	\$45,000,000	Proposed	TBD
HSC Roof Replacement	\$2,000,000	Planned	TBD
TOTAL	\$47,000,000		
GRAND TOTAL	\$197,600,000		

Bricks and Mortar Report

Projects Completed
 March 2003

TTU

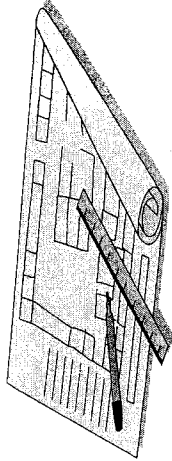


Project	Cost	Status	Completion Date
English-Philosophy & Education	\$46,199,000	Complete	August 2002
Flint Avenue Parking Facility	\$10,900,000	Complete	August 2002
Jones Stadium Stage I	\$22,000,000	Complete	September 2001
Museum Addition	\$6,900,000	Complete	March 2002
West Hall/Visitors Center	\$6,000,000	Complete	August 2001
Recreation Center Expansion/Renovation	\$12,000,000	Complete	November 2001
Broadway Gatehouses	\$816,000	Complete	August 2001
Pfluger Fountain	\$826,000	Complete	April 2002
Indiana Marquee	\$352,000	Complete	August 2001
Frazier Plaza and Statue	\$515,000	Complete	September 2001
Tennis Softball Complex	\$4,059,784	Complete	September 2001
Dan Law Field	\$1,612,000	Complete	June 2002
Fuller Track Field House	\$480,000	Complete	June 2002
Bonfire	\$400,000	Complete	September 2002
Campus Fiber Optic Connection	\$1,667,000	Complete	September 2001
Stangel/Murdough Fire Suppression	\$1,704,000	Complete	August 2001
Chitwood Weymouth Fire Suppression	\$2,769,000	Complete	August 2000
Horn/Knapp Fire Suppression	\$3,600,000	Complete	December 2002
TOTAL - TTU	\$122,799,784		



Bricks and Mortar Report

Projects Completed
May 2003
HSC



Project	Cost	Status	Completion Date
Amarillo Academic/Clinic Facility	\$23,319,252	Complete	April 2002
Midland Physicians Assistant Building	\$6,000,000	Complete	August 2001
Odessa Clinic Renovation	\$1,200,000	Complete	September 2000
Communications Disorders Renovation	\$2,161,000	Complete	May 2000
HSC Admin Relocation	\$1,862,000	Complete	March 2001
HSC Synergistic Center	\$2,300,000	Complete	March 2003
TOTAL - HSC	\$36,842,252		
GRAND TOTAL	\$159,642,036		

Texas Tech University Health Sciences Center
Code of Professional and Academic Conduct
of the
Student Affairs Handbook

Revisions

EXECUTIVE SUMMARY

Proposed revisions to the *Code of Professional and Academic Conduct* of the Student Affairs Handbook 2003-2004 are noted in the attached document.

Code of Student Conduct

Section B: Editorial changes to "Misconduct" include:

1. Add letters "a." and "b." designation as an item letter for the code
2. Add letters "a."; "b."; "c." designation as an item letter for the code
3. Add letters "a." and "b." designation as an item letter for the code
4. Add letters "a."; "b."; "c."; "d." designation as an item letter for the code
5. Add letters "a."; "b."; "c."; "d."; "e."; "f."; "g." designation as an item letter for the code
7. Add letters "a."; "b."; "c."; "d."; "e."; "f." designation as an item letter for the code
7. Add new "g.": "Any act that is unlawful as designated by local, state, or federal government."
8. Add letter "a." designation as an item letter for the code
9. Add letter "a." designation as an item letter for the code
10. Add letters "a."; "b."; "c." designation as an item letter for the code
- 10b. Add "registered trademarks" to the definition
11. Add letter "a." and "b." designation as an item letter for the code
12. Add letter "a." designation as an item letter for the code
13. Add letter "a." designation as an item letter for the code
14. Add letter "a." designation as an item letter for the code
15. Add letter "a." designation as an item letter for the code
16. Add letters "a."; "b."; "c."; "d."; "e."; "f."; "g."; "h."; "i." designation as an item letter for the code
18. Add letter "a." designation as an item letter for the code
- 19a. Add numbers "1."; "2."; "3."; "4." designation as an item number for the code
- 19b. Add numbers "1."; "2."; designation as an item number for the code

20. Add letter "a." designation as an item letter for the code
21. Add new "21.": "Violation of Federal State, and/or Local Law"
- 21a. Add new: "Misconduct which constitutes a violation of any provisions of federal, state, and/or local laws."
22. Add letters "a."; "b."; "c."; "d."; "e."; "f."; "g."; "h."; "i."; "j." designation as an item letter for the code
- 22h. Italicize "Code of Professional and Academic Conduct" in the definition

Section C: Editorial changes to "Disciplinary Procedures" include:

Add numbers "1."; "2."; "3."; "4." designation as an item number for the code

1. Add "Texas Tech" and remove "University"
1. Add "any other law enforcement agency" to the definition
4. Add letters "a)"; "b)"; "c)"; "d)"; "e)"; "f)"; "g)" as an item letter for the code

Mechanism for Reporting and Responding to Possible Violations of Code of Professional and Academic Conduct:

Remove "Mechanism for" from the title subheading

Add section for the **Graduate School of Biomedical Sciences.**

Last year the school did not have a process and decided to observe the School of Medicine Policy. This year they have developed their own policy and wanted to be listed separately. The process is tailored after the School of Medicine's policy.

School of Medicine:

Delete existing section and replace as noted on the attachment.

School of Nursing: No changes

School of Allied Health:

Add "Sciences" to title

Subsection: *Procedure for Resolution*

Delete entire subsection and replace as noted on the attachment

Subsection: *Hearing Procedure*

Add numbers "1.", "2.", "3.", "4.", "5." designation as item numbers for the code.

1. Add "a.", "b.", "c.", "d." as item letters.
1. Add "Sciences" after "School of Allied Health"
- 1b. Add "from programs not directly involved"
3. Add "working" between "three" and "days"

Subsection: *Committee Decision*

Delete entire section and replace with new subsections "*Hearing Committee Findings and Final Disposition*" and "*Appeal of Violations of Due Process*" as noted on the attachment

School of Pharmacy:

Add number "1." designation as an item number to first paragraph

Add new section "2." as noted on the attachment

Add new section "3." as noted on the attachment

Remove subtitle "Mechanism for Reporting and Responding to Possible Violations of Code of Professional and Academic Conduct" and replace with new subtitle "Violations"

Subsection: *Violations*

A. Remove "Students" and replace with "Outcomes". It occurs twice in this paragraph.

A. Replace "who is deemed to be academically dishonest" with "who stipulates to the charge of academic dishonesty"

Subsection: *Appeals Process*

B. Remove "Students" and replace with "Outcomes".

D3. Remove "Students" and replace with "Outcomes".

Non-Academic Grievance General Procedures

Remove "Non-Academic" from the subtitle

Remove "Non-Grade" in first paragraph, line 4

Add "form" in first paragraph, line 4 after the word Grievance

Emotionally Disturbed Students: New section, as noted on attachment

CODE OF PROFESSIONAL AND ACADEMIC CONDUCT

A. General Policy

An environment in which the privileges of citizenship are protected and the obligations of citizenship are understood fosters freedom of discussion, inquiry, and expression. Accordingly, the University community has developed standards of behavior pertaining to students and to student organizations. Students and student organizations are subject to disciplinary action according to the provisions of the *Code of Professional and Academic Conduct* and/or any other official University publication.

Student and student organization's conduct on University premises or at University-sponsored events is subject to University disciplinary jurisdiction. The University may enforce its own disciplinary policies and procedures when a student or a student organization conduct directly, seriously, or adversely impairs, interferes with, or disrupts the overall mission, programs, or other functions of the University.

University disciplinary proceedings may be instituted against a student or student organization alleged to have violated the *Code of Professional and Academic Conduct* and/or any other official University publication. Proceedings under the *Code of Professional and Academic Conduct* may be carried out prior to, concurrent with, or following civil or criminal proceedings. The proceedings are conducted in a manner, which ensures that substantial justice is done and are not restricted by the rules of evidence or procedure governing criminal and civil proceedings.

It is the responsibility of each student to become familiar with the various regulations of the University and to satisfy them in the proper way. Written policies are described in various publications such as this handbook and the schools' individual catalogs. Each student, in accepting admission, indicates a willingness to subscribe to and be governed by the rules and regulations of University officials to take such disciplinary action, including dismissal or expulsion, as may be deemed appropriate for failure to abide by such rules and regulations.

B. Misconduct

Any student or student organization found to have committed the following misconduct is subject to disciplinary sanction(s), condition(s), and/or restriction(s). Misconduct or prohibited behavior includes, but is not limited to:

1. Alcoholic Beverages
 - a. Use, possession, sale, delivery, or distribution of alcoholic beverages, except as expressly permitted by University policy;
 - b. Being under the influence of alcohol and/or intoxication.

NOTE: *State law will be strictly enforced at all times on all property controlled by the University and is inclusive of all regional sites and its components.*

2. Narcotics or Drugs
 - a. Use, possession, sale, delivery or distribution of any narcotic, drug or medicine prescribed to someone else, chemical compound or other controlled substance or drug-related paraphernalia, except as expressly permitted by law;
 - b. Being under the influence of narcotics or drugs, except as permitted by law.
 - c. The University respects the rights and responsibilities of students and shall consider each violation of the University's substance abuse policy and each violation of federal, state, and/or local law on a "case-by-case" situation and shall further attempt to initially use educational options and subsequent intervention and/or prevention options to assist students. Violations of the substance abuse policy shall result in appropriate disciplinary action by the appropriate school, which may include required

attendance and active participation in substance abuse education and/or intervention programs, and may result in notification to the parents/guardians of dependent students under twenty-one (21) years of age.

3. Firearms, Weapons, and Explosives
 - a. Use or possession of weapons, including handguns, firearms, ammunition, fireworks, explosives, noxious materials, incendiary devices, or other dangerous substances on University premises;
 - b. Attempting to ignite and/or the action of igniting University and/or personal property on fire either by intent, or as a result of reckless behavior, which results in damage on University premises.

NOTE: *Possession of weapons by licensed holders of concealed handguns is prohibited on University premises. The Texas Tech Police Department provides storage for weapons and firearms.*

4. Theft, Damage, or Unauthorized Use
 - a. Attempted or actual theft of property of the University, of other University students, of other members of the University community, or of campus visitors;
 - b. Possession of property known to be stolen or belonging to another person without the owner's permission is considered as theft;
 - c. Attempted or actual damage to property of the University, of other University students, of other members of the University community, or of campus visitors;
 - d. Attempted or actual unauthorized use of a credit card, debit card, automated teller machine card, telephone card, and/or personal check; alteration, forgery, or misrepresentation of any form of identification.
5. Actions Against Members of the University Community
 - a. Physical harm or threat of harm to any person;
 - b. Intentional or reckless conduct which endangers the health or safety of any person;
 - c. Disruptive behavior;
 - d. Harassment, including sexual harassment, acts, or communications that are intended to intimidate or humiliate any person;
 - e. Sexual misconduct or unwanted sexual behavior, including but not limited to any attempted or actual physical contact of a sexual nature, regardless of gender;
 - f. Excessive pressure, threats, or any form of conduct, coercive tactics or mind control techniques used to retain or recruit a student for membership in an organization;
 - g. Participation in a campus demonstration which disrupts the normal operations of the University and infringes on the rights of other members of the University community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area; intentional obstruction which unreasonably interferes with freedom of movement, either pedestrian or vehicular.
6. Gambling, Wagering, or Bookmaking
Gambling, wagering, or bookmaking on University premises is prohibited.
7. Hazing
Hazing, which is defined as any intentional, knowing, or reckless act directed against a student, occurring on or off the campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging or associating, being initiated into, affiliating with, holding office in, seeking, and/or maintaining membership in any organization whose members are, or include, students. Consent or acquiescence by a student or students subjected to hazing is not a reasonable defense in a disciplinary proceeding. The term includes, but is not limited to:

- a. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
- b. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of a student;
- c. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects a student to an unreasonable risk or harm, or which adversely affects the mental, physical health, or safety of a student;
- d. Any activity that intimidates or threatens a student with ostracism that subjects a student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of a student, or that discourages a student from entering or remaining registered at this educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above;
- e. Any activity in which a person engages in hazing; solicits, encourages, directs, aids, or attempts to aid another in engaging in hazing; intentionally, knowingly, or recklessly permits hazing to occur; has firsthand knowledge of the planning of a specific hazing incident which has occurred; and knowingly fails to report the incident in writing to the specific school's student affairs office;
- f. Any activity in which hazing is either condoned or encouraged or actions of any officer or combination of members, pledges, associates, or alumni of the organization in committing or assisting in the commission of hazing.
- g. Any act that is unlawful as designated by local, state, or federal government.

NOTE: *Texas Education Code, Sections 37.151-37.157 and Section 51.936*

- 8. False Alarms or Terrorist Threats
 - a. Intentional sounding of a false fire alarm; making a false emergency call or terrorist threat; issuing a bomb threat; constructing mock explosive devices; or improperly possessing, tampering with or destroying fire equipment or emergency signs on University premises.
- 9. Financial Irresponsibility
 - a. Failure to meet financial obligations owed to the University, including, but not limited to, the writing of checks on accounts with insufficient funds.
- 10. Unauthorized Entry, Possession or Use
 - a. Unauthorized entry into or use of University facilities; unauthorized possession or duplication, processing, production, or manufacture of any key or unlocking device or access code for use in any University facility;
 - b. Unauthorized use of the University name, logotype, registered trademarks or symbols of the University;
 - c. Use of the University's name to advertise or promote events or activities in a manner which suggests sponsorship by the University.

NOTE: *Student organizations are permitted to use the word "Tech" as a part of their organizational names or to use the complete statement "a student organization at Texas Tech University Health Sciences Center".*

- 11. Traffic and Parking
 - a. Violation of University Traffic and Parking regulations;
 - b. Obstruction of the free flow of pedestrian traffic on University premises.

12. Housing and Dining Services Regulations
 - a. Violation of rules, which govern behavior in the campus residence and/or dining halls as stated in the Residence Hall Handbook and/or other notifications or publication provided by the University Department of Housing and Dining Services.
13. Student Recreation and Aquatic Center Regulations
 - a. Violation of rules, which govern behavior in the University Student Recreation Center and Aquatic Center.
14. Failure to Comply with Reasonable Directions or Requests of University Officials
 - a. Failure to comply with the reasonable directions or requests of a University official acting in the performance of his or her duties.
15. Failure to Present Student Identification
 - a. Failure to present student identification on request to any University official and identify himself/herself to any University official acting in the performance of his/her duties.
16. Abuse, Misuse, or Theft of University Computer Data, Programs, Time, Computer or Network Equipment
 - a. Unauthorized use of computing and/or networking resources;
 - b. Use of computing and/or networking resources for unauthorized or non-academic purposes;
 - c. Unauthorized accessing or copying of programs, records, or data belonging to the University or another user, or copyrighted software, without permission;
 - d. Attempted or actual breach of the security of another user's account and/or computing system, depriving another user of access to University computing and/or networking resources, compromising the privacy of another user, or disrupting the intended use of computing or network resources;
 - e. Attempted or actual use of the University's computing and/or networking resources for personal or financial gain;
 - f. Attempted or actual transport of copies of University's programs, records, or data to another person or computer without written authorization;
 - g. Attempted or actual destruction or modification of programs, records, or data belonging to the University or another user or destruction of the integrity of computer-based information;
 - h. Attempted or actual use of the computing and/or networking facilities to interfere with the normal operation of the University's computing and/or networking systems; or through such actions, causing a waste of such resources (people, capacity, computer);
 - i. Allowing another person, either through one's personal computer account, or by other means, to accomplish any of the above; "spamming" defined as the sending of unsolicited e-mails to parties with whom you have no existing business, professional, or personal acquaintance.
17. Providing False Information or Misuse of Records
Knowingly furnishing false information to the University, or to a University official in the performance of his/her duties, either verbally, or through forgery, alteration, or misuse of any University document, record, or instrument of identification.

NOTE: The Director of Admissions or Director's representative is responsible for resolving issues involving falsification on admission forms.

18. Skateboard, Roller Blades, or Similar Devices
- a. Use of skateboards, roller blades, or other similar devices in Health Sciences buildings or on University premises in such a manner as to constitute a safety hazard or cause damage to University or personal property.

NOTE: Also refer to TTUHSC OP 76.32 Attachment A, Section V (K) "Traffic and Parking Regulations."

19. Academic Dishonesty
- All students and faculty of the University are expected to subscribe to an honor system which is implicit in accepting admission to the University. The student is responsible for his/her own integrity, and is likewise responsible for reporting possible violations of the Code by other students. The faculty shall take all reasonable steps to prevent violations, and each faculty member likewise is responsible for reporting possible violations.
- a. Cheating, including but not limited to:
 - 1. Use of any unauthorized aid, sources, and/or assistance or assisting others in taking a course, quiz, test, or examination, writing papers, preparing reports, solving problems, or carrying out assignments;
 - 2. Acquisition, without permission, of tests or other academic material belonging to a member of the University community;
 - 3. Alteration of grade records;
 - 4. Bribing, or attempting to bribe, a member of the University community or any other individual to alter a grade.
 - b. Plagiarism, including but not limited to:
 - 1. Use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment;
 - 2. Unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.
 - c. A student who witnesses any of the above or who is approached with an offer to gain unfair advantage is obligated to report that violation to the appropriate authority. Failure to do so may result in disciplinary action.

NOTE: Individual schools' catalogs may have additional school specific violations.

20. Violation of published University Policies, Rules, or Regulations
- a. Violation of any published University policies, rules, or regulations that govern student or student organization behavior.
21. Violation of Federal, State, and/or Local Law
- a. Misconduct which constitutes a violation of any provisions of federal, state and/or local laws.
22. Abuse of the Discipline System
- a. Failure by a student or student organization to respond to a notification to appear before the Dean of their respective school or Dean's representative and/or an official of the University during any stage of a disciplinary proceeding; failure to comply with or respond to a notice issued as part of a disciplinary procedure and/or failure to appear will not prevent the Dean of their school or Dean's representative and/or an official of the University from proceeding with disciplinary action;
 - b. Falsification, distortion, or misrepresentation of information in disciplinary proceedings;
 - c. Disruption or interference with the orderly conduct of a disciplinary proceeding;
 - d. Filing an allegation known to be without merit or cause;
 - e. Discouraging or attempting to discourage an individual's proper participation in, or use of, the discipline system;

- f. Influencing or attempting to influence the impartiality of a member of a disciplinary body prior to, and/or during the disciplinary proceeding;
- g. Harm, threat of harm, or intimidation either verbally, physically or written of a member of a disciplinary body prior to, during, and/or after disciplinary proceeding;
- h. Failure to comply with the sanction(s), condition(s), and/or restriction(s) imposed under the *Code of Professional and Academic Conduct*;
- i. Influencing or attempting to influence another person to commit an abuse of the discipline system;
- j. Retaliation against any person or group who files grievances or allegations in accordance with the Student Affairs Handbook and the individual school's catalog.

C. Disciplinary Procedures

1. To file an allegation, including an incident report from the Texas Tech University Police Department, any other law enforcement agency or members of the University community, against a student or student organization, individuals may meet with a University official and shall deliver a written allegation(s) describing the action or behavior to the individual school's Office of Student Affairs. For the School of Nursing, a written allegation shall be delivered to the Undergraduate Program Office or the Graduate Program Office. The written allegation should be received within twenty (20) University working days of the alleged incident to initiate disciplinary procedures.
2. The individual school's Office of Student Affairs will inquire, gather, and review information about the reported student or student organization misconduct and will evaluate the accuracy, credibility, and sufficiency of this information. The Director of Student Affairs will ensure that the requirements of due process are fulfilled in accordance with the following procedures:
3. When a written allegation is filed, the student or student organization named in the allegation will be notified in writing to appear before Director of Student Affairs to discuss the alleged violation(s). The student or student organization's student representative will have five (5) University working days from the date of the written notification to respond by contacting the school's Office of Student Affairs. For the School of Nursing, contact the programmatic office.
4. In any disciplinary proceeding, the student or student organization's student representative has the right to:
 - a). notification of the alleged misconduct;
 - b). know the source of the allegation(s);
 - c). know the specific alleged violation(s);
 - d). know the sanctions, conditions and/or restrictions which may be imposed because of the alleged misconduct;
 - e). be accompanied by an advisor at any disciplinary hearing (for advisory purposes only, not for representation);
 - f). refrain from making any statement relevant to the allegation(s);
 - g). know that any statements made by the student or student organization's student representative can be used during the proceeding.

Mechanism for Reporting and Responding to Possible Violations of Code of Professional and Academic Conduct

Graduate School of Biomedical Sciences

It is the policy of the Texas Tech University Health Sciences Center -- Graduate School of Biomedical Sciences to affirm the right of its students to a prompt and fair resolution of a complaint or grievance. Grievance is defined as a dispute concerning some aspect of academic involvement arising from an administrative or faculty decision which the graduate student claims is unjust. "Grievances" under this procedure shall include disputes over grades, academic integrity, course requirements, graduation/degree program requirements, and thesis and dissertation committee and/or advisor decisions.

Early Resolution

1. A graduate student must attempt to resolve any grievance first with the faculty member, supervisory committee, administrator, or other students involved.
2. If, after earnest attempts, the grievance remains unresolved, the graduate student should discuss the grievance with the Department Chair. If the grievance is not resolved to the satisfaction of all parties concerned by discussions at the departmental level, the graduate student may further discuss the alleged violations with the Associate Dean of the Graduate School of Biomedical Sciences (hereafter called the "GSBS Associate Dean"). If the grievance is satisfactorily resolved by any of the above discussions, the terms of the resolution shall be reduced to writing and signed by the graduate student, respondent, and administrative superior involved in negotiations.

Formal Complaint

1. If the grievance is not resolved by the above discussions and the graduate student then chooses to pursue the matter further, the issue must be reduced to writing promptly by the graduate student and sent immediately to the GSBS Associate Dean. The grievance must be submitted to the GSBS Associate Dean within 6 months of the time that the graduate student knows of the matter prompting the grievance, or the graduate student relinquishes any opportunity to pursue the grievance. The written grievance shall include a clear, concise statement of the policy or procedures violated, and the redress requested. The GSBS Associate Dean shall forward a copy of the grievance to the respondent. Within 10 working days after receipt of the grievance, the respondent shall provide the GSBS Associate Dean with a copy of his or her written response.
2. Upon receipt of the written response, the GSBS Associate Dean shall, within 10 working days, appoint an ad hoc grievance committee to hear and make a decision regarding the grievance. The GSBS Associate Dean shall appoint, from the membership of the Graduate Council, a committee chair and 2 committee members. Two graduate students will also be appointed by the GSBS Associate Dean to serve on the grievance committee. Both parties can petition to have individuals selected to the committee.
3. The hearing shall be scheduled within 20 working days after the appointment of the ad hoc grievance committee barring extenuating circumstances.

Guidelines for Ad Hoc Grievance Committee Hearings

1. Pre-Hearing Procedures

- a. Notice of the time and place of the hearing shall be given by the chair to the graduate students and the respondent not less than 10 days prior to the hearing.
- b. The notice shall include the written grievance and the written response of the respondent.
- c. A copy of the procedures guiding the hearing shall accompany the notice.
- d. The following must be submitted by each party to the chair at least five working days prior to the hearing.
- e. A copy of all written supporting documentation that the party will present at the hearing.
- f. A list of witnesses to be called by the party (each party is responsible for ensuring that witnesses are at the hearing), and,
- g. The name of any advisor who will accompany the party to the hearing and whether the advisor is an attorney.

Hearing Procedure

- a. At the hearing, each party may be accompanied by an advisor, who may advise the party but not participate in the hearing.
- b. All hearings shall be closed except for parties to the grievance and their advisors.
- c. The evidence shall be presented by the graduate student and then by the respondent at the hearing.
- d. The parties and the committee shall have the opportunity to question all witnesses. Formal rules of evidence shall not apply, and any evidence relevant to a fair determination of the charges may be admitted.
- e. Following the presentation of evidence, the committee will permit each party to present a brief closing statement.
- f. The committee will meet in closed session to render a decision.
- g. The committee's written decision shall be forwarded to the GSBS Associate Dean within 10 working days from the conclusion of the hearing.

Appeal

1. If the graduate student is not satisfied with the decision of the ad hoc committee, an appeal in writing may be submitted to the GSBS Associate Dean. Any appeal at this level shall be on the basis of the complete written record only.
2. The GSBS Associate Dean shall make a decision on the matter within 10 working days from the date of the receipt of the appeal. The decision shall be forwarded in writing to the parties and the ad hoc committee chair. The decision of the GSBS Associate Dean is final.

School of Medicine

1. Medical professionals are expected, not only by patients but also by society as a whole, to possess certain attributes, which include, but are not limited to:
 - a. Altruism, whereby they subordinate their own interests to take care of their patients
 - b. High ethical and moral standards
 - c. Honesty, integrity, trustworthiness, caring, compassion and respect in their interactions with patients, colleagues and others.
 - d. Accountability, not only for their own actions, but also for those of their colleagues, which is the basis for the autonomy of the profession
 - e. Maintaining confidentiality concerning the patient and the patient's records.

- f. The School of Medicine TTUHSC expects medical students to exhibit these attributes.

Medical Student Honor Code

In my capacity as a Texas Tech University Health Sciences Center School of Medicine medical student, I will uphold the dignity of the medical profession. I will, to the best of my ability, avoid actions which might result in harm to my patients. I will protect the dignity of my patients and the deceased, and will protect their confidential information in accordance with the prevailing standards of medical practice. I will not lie, cheat, or steal. I will enter into professional relationships with my colleagues, teachers, and other health care professionals in a manner that is respectful and reflective of the high standards and expectations of my profession. I will not tolerate violations of this code by others and will report such violations to the appropriate authorities.

Code of Personal/Professional and Academic Conduct

The purpose of the Code of Personal/Professional and Academic Conduct is to emphasize, in the medical school environment, the qualities of integrity, self-discipline, and professional behavior that are essential to all physicians. The Code is designed expressly for the School of Medicine and is compatible with the regulations and policies of the University and the Health Sciences Center.

The Code of Personal/Professional and Academic Conduct is divided into two sections. The first section deals with standards of personal/professional conduct expected of professionals and is derived largely from the regulations of the Board of Regents of Texas Tech University and Texas Tech University Health Sciences Center. The second section deals with standards of academic conduct and integrity and is developed, by the faculty and students of the School of Medicine, to be unique to that school. All references to faculty and students will refer exclusively to TTUHSC School of Medicine.

Personal/Professional conduct on Health Sciences Center (HSC) property or at HSC-sponsored events is subject to the disciplinary jurisdiction of the School of Medicine. The School of Medicine may also enforce its own disciplinary policies and procedures when personal/professional act, regardless of where it occurs, adversely interferes with or contravenes the overall mission, program, or other functions of the School of Medicine.

Any action, which represents a violation of civil or criminal law, will be dealt with by the appropriate non-HSC agencies as per their policies and regulations. Action of non-HSC authorities in response to any violation of statutes shall not preclude nor replace the right and responsibility of the School of Medicine to review the medical student independently for that violation and to determine and assess its own action in response to such violation. The judgment and action of the School of Medicine relates to the violation as an index of professional behavior and fitness for the physician role rather than as a civil or criminal offense.

Any alleged violation(s) or complaint(s) of personal/ professional conduct will be reported directly to the Dean of the School of Medicine. The Dean may, at his/her discretion:

- a. Exercise immediate and direct authority in dealing with the matter and/or refer the alleged violation (s) or complaint(s) to the Associate Dean for Educational Programs, or his designee, and the Chair of the Student Affairs Committee, requesting that a Student Hearing Committee be convened to hear the matter, as

described under *Procedures for the Reporting and Resolution of Alleged Violations of Academic Conduct*.

- b. If, at the time of graduation, unresolved civil or criminal charges or proceedings are pending against a student which, in the sole belief of the Dean if sustained, would prevent the university from conferring a degree of medicine, the Dean shall withhold the degree until such time the matter is resolved. An appeal of this decision for cause may be made to the Office of the HSC President. In the event the student is exonerated or the charges are dropped, the degree will be conferred, even if the decision follows graduation.
- c. The institution has the ability and obligation to rescind a degree in medicine in those specific circumstances, which would require it to do so, i.e. obtaining a degree without the institution's knowledge of fraudulent admission, falsification of documents, etc.
- d. While some of the examples of conduct for which disciplinary action may be taken are mentioned in this handbook, any action suggesting lack of integrity, self-control, or professional behavior will be a basis for consideration of possible disciplinary action. Disciplinary actions taken against a student for having violated this code may include, but are not limited to, dismissal, suspension, probation, reprimand, referral for counseling or other means of rehabilitation. Counseling and rehabilitation will be at the medical student's expense.

2. Academic Conduct

All students entering the TTUHSC School of Medicine are required to subscribe to the Medical Student Honor Code, as well as the Code of Personal/Professional Conduct and Academic Conduct. Notice of this requirement will be stated at the time of matriculation to the School of Medicine. Adherence to the Student Honor Code is considered a requirement for admission to the School of Medicine. The medical student is likewise responsible for his/her own integrity in academic conduct and is responsible for reporting possible violations of academic conduct by other medical students. The faculty shall take all reasonable steps to prevent violations of academic conduct and each faculty member likewise is responsible for reporting possible violations of academic conduct by medical students. Examples of conduct for which disciplinary action may be taken include, but are not limited to:

- A. Dishonesty which includes, but is not limited to, gaining unauthorized access to an examination or to obtain unfair advantage, using unauthorized sources of information during an examination, cheating or assisting a fellow student in committing an act of cheating, collaborating on assignments without explicit permission of the instructor, entering an office or building to obtain unfair advantage, taking an examination for another student, or altering grade reports, duplicating or reproducing unauthorized items for examinations.
- B. Plagiarism which is the using, stating, offering, or reporting as one's own, an idea, expression, or production of another without proper credit to its source.
- C. Failure to report violations of academic and personal/ professional conduct.

3. Procedures for the Reporting and Resolution of Alleged Violations of Academic Conduct.

- A. Possible violations of Code of Professional and Academic conduct will be reported by medical students, faculty or TTUHSC employees to the Associate Dean for Educational Programs, or his designee, within five (5) business days of the alleged violation(s), or within five (5) business days of learning about possible

violations, who will be responsible for a preliminary investigation regarding the validity of the charge.

The charge of violations will be in writing, will confine itself to the facts and cannot be changed after submission. A summary statement, prepared by the Associate Dean for Educational Programs or his designee, outlining the charges and their basis, as alleged, will be given to the medical student, the person making the charge(s) and the Dean of the School of Medicine.

- B. Within five (5) business days of receiving the written charges, the accused medical student will respond in writing to the Associate Dean for Educational Programs regarding the charges.
1. If the student admits to the activities as charged, the student will be required to meet with the Dean of the School of Medicine to respond to questions and to offer any possible explanation for those actions.
 2. The Dean will be responsible for determining possible actions, if any, to be taken. He may consult with the Student Affairs Committee and other persons he deems appropriate concerning this decision.
 3. The Dean, within five (5) business days, will transmit his decision in writing to the medical student, the complainant, the Associate Dean for Educational Programs or designee, and the Chair of the Student Affairs Committee or designee. The Dean's decision shall be final, pending any valid appeal.
 4. If the student denies the charges, the Associate Dean for Educational Programs, or his designee, will request, in writing, that the Chair of the Student Affairs Committee or designee convene a Hearing Committee within three (3) business days. A copy of this communication, together with previously submitted documents, and the charge, will be sent to the accused medical student, the complainant and the Dean of the School of Medicine.
 5. At the initial meeting of the Student Hearing Committee, the Associate Dean for Educational Programs and the Chair of the Student Affairs Committee will be present only to clarify the nature and circumstances of the charge(s) and to deliver any and all documents received pertinent to the charge(s).
- C. The Student Hearing Committee will be comprised of:
1. Three faculty members chosen by the Chair of the School Hearing
 2. Committee from its membership.
 3. Two faculty members chosen by the Chair of the Student Affairs
 4. Committee or designee from its membership.
 5. Two Senior Medical students, who are not members of the same class as the accused.
 6. They will be chosen by the Chair of the Student Affairs Committee from a list of ten students, five each from the third and fourth year classes.
 7. This list will be presented to the Chair of the Student Affairs Committee at the beginning of each academic year by the President of the Student Government. This panel will elect one of the faculty members as its Chair.
- D. Procedures of the Student Hearing Committee
1. Obtaining Documentation

The Chair will request in writing that both parties submit within five (5) business days:

 - a) Copies of documents to be used.
 - b) A list of witnesses, if any, who will be speaking on behalf of the party.
 - c) The name of a representative or attorney, if any, who may be present in an advisory capacity at the hearing.

The Chair will send copies of the material submitted to the respective parties, each of whom will have three (3) working days to submit additional material or names of witnesses, if any, in rebuttal. Upon receipt of all material, the Chair will arrange for the Hearing to be conducted within the next five (5) business days.

2. Hearing Process

- a) The order of the proceedings to be followed will be established by the Student Hearing Committee and each party will be informed of the procedure in advance of the hearing.
- b) The procedure will be investigative and not adversarial.
- c) Evidence presented must be related to the complaint as written.
- d) The duty of proving the facts before the Student Hearing Committee shall rest with the complainant.
- e) Each party may present his/her case and may call witnesses, who may be questioned by each of the parties and also by members of the Student Hearing Committee.
- f) Attorneys representing either party, or the Student Hearing Committee, may be present only in an advisory capacity.
- g) The Student Hearing Committee, at its discretion, may decide as to the relevance of documents and information offered. Only documents and witnesses with information relevant to the complaint will be permitted to be presented.
- h) The Student Hearing Committee may call other witnesses and/or ask for other materials it deems necessary.
- i) At the written request of either party in advance of the hearing, the Chair will arrange for a tape recording of the Hearing to be made. The original tape will be maintained in the Office of the Dean of the School of Medicine for a period of one (1) year following the Hearing and the decision of the Dean. Either party may request a copy.
- j) The proceedings will be closed.
- k) The standard of proof of the charges will be the "preponderance of the evidence." This is defined as the greater weight of the evidence, superior evidentiary weight that, though not sufficient to free the mind wholly from all reasonable doubt, is still sufficient to incline a fair and impartial mind to one side of the issue or the other.

3. Report of the Hearing Committee

Within three (3) business days of the conclusion of the Hearing, the Chair of the Student Hearing Committee will submit a Report in writing to the Dean of the School of Medicine, which is to include Findings and Recommendations, including minority opinion(s), if any. This report will be provided also to the complainant and the medical student charged with the alleged violation(s). The Findings will indicate whether the Student Hearing Committee conclude that the violation(s) as charged has been established. If violations are found to have been committed, the Report to the Dean of the School of Medicine will recommend, by a majority vote, the disciplinary sanction(s) to be assessed. These may include but are not limited to:

- a) Censure, with a letter to be placed in the student's file. The Student Hearing Committee will recommend whether the letter will remain permanently or may be removed at graduation from the School of Medicine.
- b) Probation for a specified time period with written conditions for criteria for ending probation and for standards to be maintained thereafter.

- c) Suspension for a specified time period or for an indefinite period with written criteria for ending suspension and for standards to be maintained thereafter.
- d) Dismissal with or without the option to apply for readmission. The student's transcript shall reflect the nature of the dismissal.

The above process must be completed as expeditiously as possible. Any change beyond the time lines indicated requires authorization from the Office of the Dean.

E. Appeal Process

1. Either party may appeal the Findings of the Student Hearing Committee only on the grounds that it is believed a procedural violation has occurred. The written appeal must be submitted to the Dean within five (5) business days of receiving the Hearing Committee's Report and must clearly and completely describe the alleged procedural violation(s).
2. An **ad hoc** Appeal Committee appointed by the Dean will consider the appeal. It will consist of three (3) tenured faculty members, who are not members of the Student Affairs Committee and who have not served on the original Hearing Committee. Within five (5) business days of its appointment, the **ad hoc** Appeal Committee will report to the Dean in writing as to whether a procedural violation(s) occurred and, if so, its recommendation for relief for the individual(s) filing the appeal.
3. The Dean, at his/her sole discretion, may affirm, reject or modify the recommendation(s) of the **ad hoc** Appeal Committee. The Dean's decision will be final and will be transmitted in writing to the medical student and the complainant within five (5) business days of receiving the **ad hoc** Appeal Committee's report.

F. Dean's Decision

After receiving the Report of the Student Hearing Committee and, if applicable, after any appeals have been completed, the Dean of the School of Medicine will notify, in writing, both parties, the Chair of the Student Hearing Committee, the Associate Dean for Educational Programs, and the Chair of the Student Affairs Committee of his/her decision, which will be final.

School of Medicine and Graduate School of Biomedical Sciences

- A. ~~Possible violations of the Code of Professional and Academic Conduct will be reported by any source to the Associate Dean for Educational Programs who will be responsible for a preliminary investigation regarding the validity of the charge.~~
- B. ~~The Associate Dean for Educational Programs may ask the Assistant Dean for Admissions and Student Affairs, one member of the Student Affairs Committee, and one officer of the Medical School Student Government to assist in determining whether a basis for hearing exists.~~
- C. ~~If no basis for hearing is determined, the Associate Dean will notify in writing the charging party that no basis for hearing exists. No copy of the letter will be placed in the accused student's file, but a copy will be maintained in a confidential file in the Office of Student Affairs.~~
- D. ~~If the charge appears founded, the Associate Dean shall gather all pertinent information and shall notify the accused student verbally and in writing of the charge(s).~~

- E. ~~If, in the judgment of the Associate Dean, the student poses a threat to himself, to others, or to normal activity of the school, he may temporarily suspend the student and implement such other restrictive actions as deemed necessary pending completion of the disciplinary procedure. In such instances the Associate Dean shall initiate appropriate disciplinary procedures within five (5) TTUHSC School of Medicine working days.~~
- F. ~~As soon as possible, the Associate Dean will convene a Hearing Committee composed of the faculty members of the Student Affairs Committee and the President and Vice President of the Medical School Student Government. A quorum shall consist of at least three faculty members and two students present. If necessary, the Dean may appoint alternate faculty members and students. The Committee will elect a chair from its membership, and that chair will vote only in case of a tie. The Associate Dean for Educational Programs and the Assistant Dean for Admission and Student Affairs will serve ex officio to the committee.~~
- G. ~~The accused student may choose to appear before the Committee, may choose to present his/her case in writing, or may choose to remain silent. She/he has the right to call witnesses and to produce materials for consideration.~~
- H. ~~While hearings on the Code of Professional and Academic Conduct are informal hearings, the accused student may be accompanied by a representative. In that event, the Office of General Counsel shall represent the university. An attorney or other representative may appear only in an advisory capacity and may not address the committee or the other party. If a student is to be accompanied by a representative, he/she shall notify the Associate Dean at least five (5) working days in advance of the hearing of such fact.~~
- I. ~~When the Committee has elected a chair, the Associate Dean will present the nature of the allegation(s) to the Committee in the presence of the accused students (if she/he chooses to be present). The Chair of the Hearing Committee shall inform the student of the rights listed above and shall determine the student's choice.~~
- J. ~~The charging party shall present relevant information to the Committee in the presence of the accused student. The student and members of the Committee have the right to question the charging party. The charging party may present witnesses and produce materials for consideration. Witnesses likewise may be questioned by the accused and by Committee members.~~
- K. ~~The Committee may call other witnesses or ask for other materials it deems necessary to conduct its investigation.~~
- L. ~~Following the hearing, the Committee, by majority vote, shall determine the validity of the charge(s) and provide written findings as follows:~~
1. ~~The charge(s) have not been established. The Committee will notify the Dean of that decision in writing. The Dean will then notify the student of the finding. A record of the proceedings is maintained in a confidential file in the Office of Student Affairs, but no copy is placed in the accused student's personal file.~~
 2. ~~That charge(s) have been established. The Committee shall then recommend to the Dean the disciplinary sanction to be assessed.~~

M. ~~Sanctions for violation of the Code of Professional and Academic Conduct may include but are not limited to:~~

1. ~~Censure by written letter to be placed in the student's file. The Committee will determine whether the letter will remain permanently or may be removed at graduation from medical school.~~
2. ~~Probation for a specified time period with written conditions for criteria for release from probation.~~
3. ~~Suspension for a specified time period or for an indefinite period with written criteria for re-entry to the school and for standards to be maintained on re-entry.~~
4. ~~Dismissal. The student's transcript shall reflect the nature of the dismissal.~~

N. ~~The Dean may accept, reject, or modify the Committee's recommendation. The Dean will notify the student in writing of his decision.~~

Appeals Process

1. ~~If the student feels that (1) the charge against him/her is insufficiently grounded, (2) a procedural error has been committed which adversely affected the Committee's decision, or (3) the sanction assessed is inappropriate to the gravity of the offense, he/she may appeal in writing within ten (10) working days to the Dean. The reason for appeal must be clearly stated and justified in the letter.~~
2. ~~The Dean will appoint an Appeals Committee of three senior faculty members who have not been involved in the previous hearing(s). The chair of the initial hearing committee will present the basis for action of the committee and serve with the Associate Dean for Educational Programs as ex officio to the Appeals Committee.~~
3. ~~The Appeals Committee shall review the case, the written appeal of the student, or organization, or circumstances regarding sanctions.~~
4. ~~The Appeals Committee will make one of the following recommendations:~~
 - a. ~~Find no substantive error and affirm the decision of the initial hearing committee.~~
 - b. ~~Find that the evidence submitted was not sufficient to establish that a violation(s) as charged was committed.~~
 - c. ~~Find procedural errors that were prejudicial to the student sufficient to require another hearing. In this event, the matter will again be referred to the Associate Dean for Educational Programs for a new hearing as previously outlined.~~
5. ~~The Dean may affirm, reject, or modify the recommendation of the Committee. The Dean's decision will be final and will be transmitted in writing to the student with a copy of the letter placed in the student's permanent file.~~

School of Nursing

Recognizing that nursing is a profession that demands the highest standards of honesty and integrity, the TTUHSC School of Nursing (SON) wants to impart to its students, faculty and administration the responsibility they have in maintenance of personal, professional and institutional standards in order to bring about a positive reflection upon them-selves, the school and the nursing profession. Failure to meet the requirements of these responsibilities is a serious affront to the institution, its faculty and students and therefore, is dealt with in a firm and vigorous manner commensurate with the offense.

Violations

Violations of academic integrity are acts of commission or acts of omission that a nursing student does or fails to do in violation of the standards established for nursing students.

1. Violation of professional standards under this section include conduct by the student that is not in compliance with the American Nurses' Association *Code of Ethics for Nurses* and/or the Texas Board of Nurse Examiners *Nursing Practice Act, Standards of Professional Nursing Practice and Unprofessional Conduct Rules*. These statements enumerate the expectations required for a safe and sound professional nursing practice. In some situations, reporting to the Board of Nurse Examiners for the State of Texas (or the corresponding board of vocational nursing) is necessitated.
2. Facilitating or encouraging acts of dishonesty: Students are not to use their influence in encouraging another student to take an action that will amount to an infraction under this procedure. Association with, aiding and/or abetting an offense is considered an equal transgression as that actually committed.

Process

Applicability: This policy/process is relevant and applicable to all students enrolled or employed on a full-time or part-time basis within the TTUHSC School of Nursing.

Governing Policy: This policy/process represents the School of Nursing intent to facilitate the student's right to due process and reflects the general policies of the school and the University.

Institutional Response for Reported Violations:

Investigation and Notification: Upon receiving a report from any source, the Associate/Regional Dean gathers all relevant, appropriate information about the alleged incident. After investigation, if the Associate/Regional Dean finds probable cause to believe the violation may actually have occurred, the involved student will receive written notification of the details of the charge(s) within five (5) business days of receipt of the initial report. Notice will be given personally with verification noted or by certified mail. All related communications between the SON and the student will be through the Associate/Regional Dean's office. The student is required to make an appointment to meet with the Associate/Regional Dean. The meeting is to be scheduled within five (5) business days of receipt of notification. When appropriate, the reporting individual may also be present. The Associate/Regional Dean renders a decision regarding alleged violation within five (5) business days. If the decision rendered by the Associate/Regional Dean is not acceptable to student, he/she may request a hearing in writing within five (5) business days.

If, in the judgment of the Associate/Regional Dean, the student poses a threat to himself, to clients, to others or to normal activity of the school, the student may be temporarily suspended and/or other appropriate restrictive actions may be implemented pending completion of the disciplinary procedure. In such instances the Associate/Regional Dean

shall initiate appropriate disciplinary procedures within five (5) TTUHSC SON business days.

Hearing Procedure

1. Grievances shall be heard by the School of Nursing Student Hearing Committee, which shall be composed of:
 - a. Tenured Faculty member – who will serve as chair;
 - b. Two students not directly involved;
 - c. Two faculty members not directly involved;The appropriate Associate/Regional Dean's office will provide technical assistance and support to this committee.
2. As soon as the hearing is scheduled, a written notice will be sent to all involved parties. The notice will specify the time, place, and nature of the hearing, plus a brief description of the grievance.
3. The notice will also confirm the right of all involved parties to present witnesses and evidence and to be accompanied by counsel for advisory purposes only. If the student has advisory counsel present during the hearing; counsel will not be allowed to speak, argue, or conduct any questioning during the proceedings. If the student desires the presence of counsel, notice must be given by the student at least five (5) business days prior to the hearing so that the SON may also have advisory counsel present.
4. At least three business days prior to the meeting, all parties will provide to the Chair of the Student Hearing Committee a list of the names of any witnesses or counsel who will attend the hearing. At least three business days prior to the meeting, the student and the involved individual(s) shall exchange all information and documents to be considered by the Hearing Committee, including the names of all persons giving evidence and shall provide all such information to the Hearing Committee.
5. The Student and the involved parties shall attend the hearing and be offered an opportunity to state their positions, and present testimony and other evidence relevant to the case.
6. The Associate/Regional Dean, faculty members, and involved student **will not** be present during the committee deliberations.
7. The Chair of the Student Hearing Committee shall provide to the appropriate Associate/Regional Dean an audio-taped record of the hearing, which shall include date, time and location of the hearing, names of those present, and any evidence (e.g., records, written testimony, duplicated material) introduced. These materials shall be stored in accordance with university policy.

Committee Decision/Recommendation

1. If the hearing committee finds that the facts do not support the allegation, the charges will be dismissed. The hearing committee chair will provide written notification of this decision to the student, the faculty member, Associate/Regional Dean within five working days of the hearing. The matter will be considered resolved and no further action will occur.
2. If the hearing committee finds that the facts support the allegation, the hearing committee shall provide a written recommendation to the appropriate Associate/Regional Dean within one (1) business day following the meeting as to whether a violation of academic integrity actually occurred and recommendations for action.
3. The Associate/Regional Dean reviews this recommendation and other documentation in arriving at a final decision. Within three (3) business days, of receipt of recommendation, the written decision of the Associate/Regional Dean is given to the student personally with verification of receipt noted or is sent by certified mail. The

decision shall include the specific action(s) to be taken as a result of the recommendation.

Sanctions for Violations may include but are not limited to:

1. Censure by written letter to be placed in the student's file. The Associate/Regional Dean will determine whether the letter will remain permanently or may be removed at graduation from the school of nursing.
2. Probation for a specified time period with written conditions for criteria for release from probation.
3. Suspension for a specified time period or for an indefinite period with written criteria for re-entry to the school and for standards to be maintained on re-entry.
4. Dismissal. The student's transcript shall reflect the nature of the dismissal.

Appeals Process

1. In instances where the student is dissatisfied with the decision of the committee, the student may appeal to the Dean. An appeal must be made, in writing, within five working days, to the Dean of the School of Nursing.
2. If no appeal is requested in writing within five (5) business days of receipt, the decision of the Associate/Regional Dean is final.
3. If the student seeks appeal, the Dean of the School of Nursing will review the decision of the Associate/Regional Dean as well as the student's written appeal, and will render a decision. The decision of the Dean is final.

Academic Integrity-Impaired Behavior/Mental Illness

Students found to have violated the academic integrity policies due to impaired behavior or mental illness may be reported to The Texas Peer Assistance Program for Nurses (TPAPN for students who are RNs and LVNs) as required by law.

If the violation of academic integrity involves unsafe practice in the clinical area by a student with licensure status, state law requires a report be made to the Board of Nurse Examiners (RN) or the Board of Vocational Nurse Examiners (LVNs), as well as institutional follow-up of the incident.

Incidents of unsafe practice in the clinical area by students are dealt with based on appropriate course expectations, *The Texas Nurse Practice Act* (BNE) and *The Code for Nurses* (ANA).

Confidentiality

To the extent allowed by law and institutional policy, the "Process" will be conducted with regard to maintaining confidentiality of the issues and decisions, which shall be available to those with a need to know who are involved in the "Process".

School of Allied Health Sciences

It is the policy of The Texas Tech University Health Sciences Center School of Allied Health Sciences to affirm the right of its students to a prompt and fair resolution of a complaint or grievance. The Student Hearing Committee will administer the School's policies regarding student grievances (both academic and non-academic) and will insure that due process is afforded to all concerned.

All student disciplinary hearings are closed, and for purposes of release of information regarding such hearings, such information is protected from public disclosure.

Procedures:

Early resolution

1. Prior to filing a request for a hearing, the student must attempt to resolve the issue with the individual(s) involved.
2. If not satisfied with the outcome of the effort described in item 1, the student must contact the Program Director. The Program Director will investigate the complaint, attempt to reconcile differences, and find an acceptable solution. (If the grievance is against the Program Director, the student should contact the Department Chair.)

If the complaint originates on the Amarillo or Odessa campus, the student must contact the Regional Assistant Program Director. A complaint against the Regional Assistant Program Director should be filed with the Program Director.

3. If not satisfied with the outcome of the first two efforts, the student must contact the Department Chair. The Department Chair will investigate the complaint, attempt to reconcile differences, and find an acceptable solution. The Department Chair will provide a written statement of his/her recommendation to all parties, who will then have five working days* to respond. (If the grievance is against the Chair of the department, the student should contact the Director of Admissions and Student Affairs.) Every effort should be made to resolve the issue without going beyond this level.

Filing a Hearing Request

1. If the student is not satisfied with the Department Chair's recommendation, he/she may file a request for a hearing by completing a request form in the Office of Admissions and Student Affairs. The hearing request must include a specific statement of the student's complaint, an explanation of what remedy the student seeks, and a copy of the Department Chair's recommended resolution.
2. If the student files a request for a hearing, the Student Hearing Committee must convene within 15 working days.
3. The Director of Admissions and Student Affairs will forward the request for a hearing to the Associate Dean, who serves as the Chair of the Student Hearing Committee. If the grievance involves a program under the supervision of the Associate Dean, the Dean will appoint an alternate chair of the Student Hearing Committee.

Procedure for Resolution of an Incident of Academic Misconduct:

To assure fair and consistent resolution of an alleged incident of academic misconduct within the School of Allied Health, the procedure will be as follows:

1. If a faculty member, through personal observation or information, or through evidence obtained from other sources, has reason to believe that a student has engaged in an act of academic misconduct, the faculty member is responsible for confronting the student. The faculty member will inform the student of the accusation. If the student provides the faculty member with a satisfactory explanation for the questioned behavior, the incident is considered to be resolved.

If the explanation of the questioned behavior is not satisfactory, the faculty member is responsible for assembling pertinent data and immediately discussing the alleged incident with the course director (if the faculty member is not the

course director) and Program Director. If the evidence is not considered sufficient to pursue the allegation, the incident is considered to be resolved.

2. ~~If the student has reason to believe that another student has engaged in an act of academic misconduct, the student who observed the act is responsible for informing the course director who will deal with the matter in the manner described above.~~
3. ~~The Program Director will investigate further, those cases that are not resolved. Discussion with all parties involved and review of any evidence will be part of that investigation. The Program Director's written conclusions and proposed actions/sanctions are submitted to the Department Chair for review and approval. The Department Chair will inform the student in writing of the conclusions and actions/sanctions, if any.~~
4. ~~If a student is not satisfied with the Department Chair's recommendation, he/she may file a request for a hearing by completing a request form in the Office of Admissions and Student Affairs. The hearing request must include a specific statement why the student disagrees with the recommendation.~~
5. ~~If the student files a request for a hearing, the Student Hearing Committee will convene within 15 working days.~~
6. ~~The Director of Admissions and Student Affairs will forward the request for a hearing to the Associate Dean, who serves as the Chair of the Student Hearing Committee.~~
7. ~~At the hearing, the hearing committee will consider the accusation and the explanation (admission or denial) of the alleged act.~~

~~The hearing committee will consider the information and oral summaries presented, make findings of facts in matters of dispute, and determine whether the facts support the allegation against the student.~~

Hearing Procedure

1. Grievances shall be heard by the School of Allied Health Sciences Student Hearing Committee which shall be composed of:
 - a. Associate Dean who will serve as chair;
 - b. Two students from programs not directly involved;
 - c. Two faculty members from programs not directly involved;
 - d. Student Affairs will provide technical assistance and support to this committee.
2. As soon as the hearing is scheduled, a written notice will be sent to all involved parties. The notice will specify the time, place, and nature of the hearing, plus a brief description of the grievance. The notice will also confirm the right of all involved parties to present witnesses and evidence and to be accompanied by counsel for advisory purposes only.
3. At least three working days prior to the meeting, all parties will provide to the Chair of the Student Hearing Committee a list of the names of any witnesses or counsel who will attend the hearing. At least three working days prior to the meeting, the student and the involved individual(s) shall exchange all information and documents to be considered by the Hearing Committee, including the names of all persons giving evidence and shall provide all such information to the Hearing Committee.
4. The Student and the involved parties shall attend the hearing and be offered an opportunity to state their positions, and present testimony and other evidence

relevant to the case. The responsibility of establishing the validity of the grievance(s) shall rest with the student.

5. The Student Hearing Committee Chair shall keep an audiotaped record of the hearing, which shall include date, time and location of the hearing, names of those present, and any evidence (e.g., records, written testimony, duplicated material) introduced.

Hearing Committee Findings and Final Disposition

After completion of the hearing, the Hearing Committee shall meet in closed session and prepare written recommendations that will be communicated in a report signed by the committee chair. The Hearing Committee Report shall be forwarded to the Dean for review, approval and determination of necessary action. The Dean will forward a letter to all concerned parties, enclosing copies of the Hearing Committee report, and directing what action will be taken. The decision of the Dean regarding the Hearing Committee's findings of fact and recommendations will be final.

Appeal of Violations of Due Process

Within ten days of receipt of the decision of the Dean, if the student believes that the due process procedures of the School of Allied Health Sciences Student Hearing Policy have been violated, an appeal may be made, in writing, to the President of the Health Sciences Center. The President will review the case and notify the student of his decision within ten working days. If a written appeal is not made by the student within ten working days following receipt of the Dean's letter, the student's right to appeal is thereby waived.

Committee Decision:

~~If the hearing committee finds that the facts do not support the allegation, the charges will be dismissed. The hearing committee chair will provide written notification of this decision to the student, the faculty member, program director and department chair within five working days of the hearing. The matter will be considered resolved and no further action will occur.~~

~~If the hearing committee finds that the facts support the allegation, the hearing committee may recommend or concur with disciplinary sanctions proposed by the Program Director and Department Chair.~~

~~After completion of the hearing, the Hearing Committee shall meet in closed session and prepare written recommendations that will be communicated in a report approved and signed by the committee chair. Copies of the Hearing Committee Chair's report shall be forwarded to all concerned parties.~~

~~In instances where the student is dissatisfied with the decision of the committee, the student may appeal to the Dean. An appeal must be made, in writing, within five working days, to the Dean of the School of Allied Health.~~

~~The Dean of the School of Allied Health will review the decision of the Hearing Committee as well as the student's written appeal, and will render a decision. The decision of the Dean is final.~~

**Throughout this document, the phrase "working days" refers to days when the School of Allied Health administrative offices are open, and excludes weekends and holidays.*

School of Pharmacy

1. All candidates and faculty of the TTUHSC School of Pharmacy are expected to subscribe to a Code of Professional and Academic Conduct. Each candidate implicitly and personally subscribes to the Code of Professional and Academic Conduct in accepting admission to the School of Pharmacy. The candidate is responsible for his/her own integrity, and is likewise responsible for reporting possible violation of the Code by other candidates. The faculty shall take all reasonable steps to prevent violation of the Code of Professional and Academic Conduct, and each faculty member likewise is responsible for reporting possible violations.
2. A Pharmacist should never knowingly condone the dispensing, promoting, or distributing of drugs or medical devices, or assist therein, that are not of good quality, that do not meet standards required by law, or that lack therapeutic-value for the patient.

A Pharmacist should always strive to perfect and enlarge professional knowledge. A pharmacist should utilize and make available this knowledge as may be required in accordance with the best professional judgment.

A Pharmacist has the duty to observe the law, to uphold the dignity and honor of the profession, and to accept the ethical principles. A pharmacist should not engage in any activity that will bring discredit to the profession and should expose, without fear or favor, illegal or unethical conduct in the profession.

A Pharmacist should seek at all times only fair and reasonable remuneration for professional services. A pharmacist should never agree to, or participate in, transactions with practitioners of other health professions or any other person under which fees are divided or that may cause financial or other exploitation in connection with the rendering of professional services.

A Pharmacist should respect the confidential and personal nature of professional records; except where the best interest of the patient requires or the law demands, a pharmacist should not disclose such information to anyone without proper patient authorization.

A Pharmacist should not agree to practice under terms or conditions that interfere with or impair the proper exercise of professional judgment and skill, that cause a deterioration of the quality of professional services, or that require consent to unethical conduct.

A Pharmacist should strive to provide information to patients regarding professional services truthfully, accurately, and full and should avoid misleading patients regarding the nature, cost, or value of those professional services.

A Pharmacist should associate with organizations having for their object the betterment of the profession of pharmacy and should contribute time and funds to carry on the work of these organizations.
3. These principles of professional conduct are established to guide pharmacists in relationships with patients, fellow practitioners, other health professionals, and the public. A Pharmacist should hold the health and safety of patients to be of first consideration and should tender to each patient the full measure of professional ability as an essential health practitioner.

Examples of conduct for which disciplinary action may be taken include but are not limited to:

- A. Dishonesty which includes, but is not limited to, gaining unauthorized access to an examination or to obtain unfair advantage, using unauthorized sources of information during an examination, assisting a fellow candidate in committing an act of cheating, collaborating on assignments without explicit permission of the instructor, entering an office or building to obtain unfair advantage, taking an examination for another candidate, or altering grade reports.
- B. Plagiarism, which is using, stating, offering, or reporting as one's own, an idea, expression, or product of another without the proper credit to its source. As defined by Webster, plagiarism is "an act or instance of stealing or passing off the ideas or words of another as one's own, using a created production without crediting the source, or presenting as new and original an idea or product derived from an existing source." (Webster's Collegiate Dictionary)

A direct quote should be cited and placed in quotation marks. However, the student should also know that if the ideas of others are used, these must be referenced or you will be guilty of an act of plagiarism. For example...For a direct quote: "Ask not what your country can do for you, ask what you can do for your country". (1) For a non-direct quote: You should consider how you can aid your country; rather than using your country.

It is the policy of the School that acts of plagiarism or any other acts of academic dishonesty, on any assignment, quiz, or examination, will result in a course grade of zero (0). The failing grade and incident of cheating will be reported to the Associate Dean and the appropriate subcommittee of the Student Affairs Committee.

- C. A candidate who witnesses any of the above or who is approached with an offer to gain unfair advantage is obligated by the Code of Professional and Academic Conduct to report that violation to the appropriate authority (see below). Failure to do so may result in disciplinary action.

Violations Mechanism for Reporting and Responding to Possible Violations of Code of Professional and Academic Conduct

- A. Possible violations of the Code of Professional and Academic Conduct will be reported by any source to the Associate Dean for Curriculum and Students Outcomes, who will be responsible for a preliminary investigation regarding the validity of the charge. A student who stipulates to the charge of academic who is deemed to be academically dishonesty (e.g., plagiarism, cheating) will receive a grade of zero for the course, and the case will be reported to the Associate Dean for Curriculum and Students Outcomes for formal evaluation. Repeat offenders will receive special sanctions beyond the course grade of zero.
- B. The Associate Dean will undertake a preliminary investigation to determine if there is sufficient cause for a hearing.
- C. If no basis for hearing is determined, the Associate Dean will notify in writing the charging party that no basis for hearing exists.
- D. If the charge appears founded, the Associate Dean shall gather all pertinent information and shall notify the accused candidate verbally and in writing of the charge(s).
- E. If, in the judgment of the Associate Dean, the candidate poses a threat to him/herself, to others, or to normal activity of the school, he may temporarily suspend the candidate and implement such other restrictive actions deemed necessary pending

- completion of the disciplinary procedure. The Dean shall initiate appropriate disciplinary procedures within five (5) TTUHSC School of Pharmacy working days.
- F. As soon as possible, the Associate Dean will convene a Hearing Committee composed of the faculty members of the Student Affairs Committee and the President and Vice President of the Pharmacy School Student Government. A quorum shall consist of at least three faculty members and two candidates present. If necessary, the Dean may appoint alternate faculty members and candidates. The Committee will elect a chair from its membership, and that chair will vote only in case of a tie. The Associate to the Dean for Curriculum and Students will serve ex-officio as staff to the committee.
 - G. The accused candidate may choose to appear before the Committee, may choose to present his/her case in writing, or may choose to remain silent. He/she has the right to call witnesses and to produce materials for consideration.
 - H. While hearings on the Code of Professional and Academic Conduct are informal hearings, the accused candidate may be accompanied by a representative. In that event, the Office of General Counsel shall represent the university. An attorney or other representative may appear only in an advisory capacity and may not address the committee or the other party. If a candidate is to be accompanied by a representative, he/she shall notify the Dean at least five (5) working days in advance of the hearing of such fact.
 - I. When the Committee has elected a chair; the Associate Dean will present the nature of the allegation(s) to the Committee in the presence of the accused candidate (if he/she chooses to be present). The Chair of the Hearing Committee shall inform the candidate of the rights listed above and shall determine the candidate's choice.
 - J. The charging party shall present relevant information to the Committee in the presence of the accused candidate. The candidate and members of the Committee have the right to question the charging party. The charging party may present witnesses and produce materials for consideration. Witnesses likewise may be questioned by the accused and by Committee members.
 - K. The Committee may call other witnesses or ask for other materials it deems necessary to conduct its investigation.
 - L. Following the hearing, the Committee, by majority vote, shall determine the validity of the charge(s) and provide written findings as follows:
 - 1. That charge(s) have not been established, the Dean will be notified of that decision in writing by the Committee. The Dean will notify the candidate of the finding. A record of the proceedings is maintained in a confidential file in the Office of Student Affairs, but no copy is placed in the accused candidate's personal file.
 - 2. That charge(s) have been established, the Committee shall determine the disciplinary sanction to be assessed.
 - M. Sanctions for violation of the Code of Professional and Academic Conduct may include, but are not limited to:
 - 1. Censure by written letter to be placed in the student's file. The Committee will determine whether the letter will remain permanently or may be removed at graduation from Pharmacy school.
 - 2. Probation for a specified time period with written conditions for criteria for release from probation.
 - 3. Suspension for a specified time period or for an indefinite period with written criteria for re-entry to the school and for standards to be maintained on re-entry.
 - 4. Dismissal. The candidate's transcript shall reflect the nature of the dismissal.
 - N. The Dean may accept, reject, or modify the Committee's recommendation. The Dean will notify the student in writing of his/her decision.

Appeals Process

- A. If the candidate feels that (1) the charge against him/her is insufficiently grounded, (2) a procedural error has been committed which adversely affected the committee's decision, or (3) the sanction assessed is inappropriate to the gravity of the offense, he/she may appeal in writing within ten (10) working days to the Dean. The reason for appeal must be clearly stated and justified in the letter.
- B. The Dean will appoint an Appeals Committee of three senior faculty members who will have not been involved in the previous hearings(s). The Committee will be convened by the Associate to the Dean for Curriculum and Students Outcomes who will chair the committee but who will have no vote. The chair of the initial hearing committee will present the basis for action for the committee.
- C. The Appeals Committee shall review the case, the written appeal of the candidate, or organization, or circumstances regarding sanctions.
- D. The Appeals Committee will make one of the following recommendations:
 1. Find no substantive error and affirm the decision of the initial hearing committee.
 2. Find that the evidence submitted was not sufficient to establish that a violation(s) as charged was committed.
 3. Find procedural errors, which were prejudicial to the candidate sufficient to require another hearing. In this event, the matter will again be referred to the Associate to the Dean for Curriculum and Students Outcomes for a new hearing as previously outlined.
- E. The Dean may affirm, reject, or modify the recommendation of the Committee. The Dean's decision will be final and will be transmitted in writing to the candidate with a copy of the letter placed in the candidate's file.

Non-Academic Grievance General Procedures

Prior to filing a formal grievance, students are encouraged to attempt to resolve the concern through a dispute resolution process or directly with the individual(s) involved. The general procedures set forth do not apply to applicants for employment. File a Non-Grade Grievance form in the applicable school's Office of Student Affairs within five business days of the aggrieved occurrence, specifying the relief requested.

An investigation, as may be appropriate, shall follow the filing of a grievance. In most instances, the school's Office of Student Affairs shall conduct the investigation. The Office of Student Affairs shall respond in writing to the affected parties no later than 5 business days from the date of filing. If the student does not file an appeal within 5 business days after verified receipt of the response, the decision of the school is final.

Appeals Process

If the student is not satisfied with the recommendation or finding, he/she may file an appeal in writing within 5 business days to the applicable Dean. The appeal must include a specific statement of the student's complaint, an explanation of what remedy the student seeks, and a copy of the Office of Student Affairs recommended resolution. Submit, in writing, any additional information to comprise appeal to the Dean's office. The responsibility of establishing the validity of the grievance(s) shall rest with the student.

The Dean will appoint an Appeals Committee comprised of faculty members and students. The Associate Dean, who will chair the committee but who will have no vote, will convene the Committee. The school's Student Affairs Office will provide technical assistance and support to this committee.

As soon as the hearing is scheduled, a written notice will be sent to all involved parties. The notice will specify the time, place, and nature of the hearing, plus a brief description of the grievance. The notice will also confirm the right of all involved parties to present witnesses and evidence and to be accompanied by counsel for advisory purposes only.

At least three days prior to the meeting, all parties will provide to the Chair of the Appeals Committee a list of the names of any witnesses or counsel who will attend the hearing. At least three days prior to the meeting, the student and the involved individual(s) shall exchange all information and documents to be considered by the Appeals Committee, including the names of all persons giving evidence and shall provide all such information to the Appeals Committee.

After completion of the hearing, the Appeals Committee shall meet in closed session. The Committee's decision, recommendation(s), and other appropriate comments or information will be forwarded in a report approved and signed by the committee chair to the Dean within one business day of the conclusion of the hearing. Copies of the Appeals Committee chair's report shall be forwarded to all concerned parties.

If a student is dissatisfied with the decision of the Committee, the student may appeal to the Dean. An appeal must be made, in writing, within five business days, to the Dean of their respective school. The Dean may affirm, reject, or modify the recommendation of the Committee. The Dean's decision will be final and communicated in writing to the student within ten business days. Only in the event that the student believes the school's appeals process has been violated, he/she may, within five business days, appeal, in writing to the President of TTUHSC. The President will notify the student of his/her decision within ten business days. If the appeal is not made within five business days of the receipt of the Dean's decision, the right to appeal to the President is waived.

The Office of Student Affairs shall maintain all files and records relating to the grievance filed.

Emotionally Disturbed Students

The University provides evaluation, referral and limited treatment (within the parameters of available System resources) for a student displaying emotional problems, but a student's treatment needs may be beyond the scope of these services.

Definitions:

- a. "Abnormal behavior" means overt actions, omissions of actions, or verbal or written statements which are inconsistent with the actions or statements of a reasonable, prudent person under similar circumstances.
- b. "Emotional problems" include, but are not limited to, behaviors resulting from possible physical, drug related, or psychological disorders which may pose potential harm to the physical well-being of the student or members of the University Community, or cause significant disruption to the normal functions of the University.
- c. "An emotionally disturbed student" includes, but is not limited to, a student exhibiting any of the behaviors described above.

Temporary Suspension:

If in the judgment of the school, it is determined that a student's behavior is:

- a. Disruptive to University functions or;
- b. Presents a threat of harm or bodily injury to himself/herself or members of the University community,

the program director may recommend to the Dean that the student be temporarily suspended from the University.

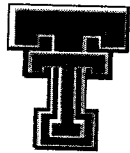
If the Dean concurs with the program director's recommendation, the student will be temporarily suspended until a hearing can be held.

Registration Flag Following Temporary Suspension

When a student is suspended or withdrawn under this section, a registration flag will be placed on the student's re-admission to the University. This registration flag will re-main in the student's records until the student is readmitted.

Readmission Procedures and Appeals

- a. A student who has had a registration flag placed on his or her records under this section must request readmission from the Director of Admissions at least three (3) weeks prior to the first day of classes of the semester or summer session in which the student wishes to re-enroll. The student may be required by the Director of Admissions to submit evidence in writing supportive of his or her present ability to function properly and effectively in the University community. The University will evaluate the student's request and supporting evidence with primary consideration given to satisfying all conditions specified at the time of suspension or withdrawal. If approval is granted by the Director of Admissions for the removal of the registration flag, the student must then complete the regular University readmission procedures.
- b. If approval for readmission is denied by the Director of Admissions, the student may appeal that decision to the Dean. The appeal to the Dean must be made, in writing, within five (5) University working days from the date the student is notified in writing by the Director of Admissions that the student's request has been denied.
- c. The Dean, upon receiving an appeal request, must inform the student in writing that he or she is entitled to a hearing. This hearing should be held within five (5) University working days from the date that the Dean informs the student of the hearing. The hearing will be conducted by the Associate Dean or the Dean's representative. Following the hearing, the Dean will either sustain the decision of the admissions hearing or reverse the decision and allow the student to re-enroll in the University. The Associate Dean will notify all parties of this decision, in writing, within three (3) University working days following the completion of the hearing.



Texas Tech University School of Law

Walter B. Huffman
Dean and Professor of Law

Numbers

- Founded Sept. 1967 – Finishing 35th Year
- 5,350 Alumni
- 1,600 Applications received this year (+14%)
- Optimal Student Body: 600 (220 in entering class – 13% acceptance rate this year)

STRENGTHS

- Bar Passage Rates
- Regional & National Advocacy Competitions
- Computer and IT Support to Students
- International Programs
- Faculty Scholarship
- Job Placement has been Excellent Despite Tough Economy

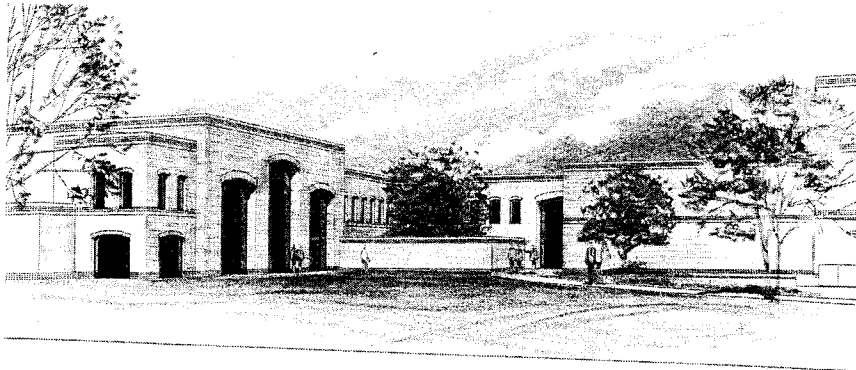
CHALLENGES

- Alumni Relations and Development
- National Image and Visibility

The Vision

- Enhance Visibility and Image
- Maintain & Enhance Strong Fundamentals
- Use the High Profile of an Exceptional Law School to Enhance the Image and Reputation of Texas Tech University.

Courtroom of the Future



AN OVERVIEW OF THE SCHOOL OF ALLIED HEALTH SCIENCES

Paul P. Brooke, Jr., Ph.D., FACHE
Professor and Dean



Presented to the
BOARD OF REGENTS
Texas Tech University Health Sciences Center
Lubbock, Texas
May 16, 2003

MISSION

The TTUHSC School of Allied Health Sciences is dedicated to providing a high-quality, student-centered learning environment for graduate and undergraduate education in the allied health professions.

We seek to achieve the highest levels of excellence in teaching, research and clinical service, while fostering the professional and personal competence, growth and success of our students, our faculty, and our staff.

As part of a state-supported university system, we serve the people of Texas, with particular emphasis on developing regional solutions to meet the educational and clinical needs of rural communities of West Texas.

VISION

To earn regional and nation recognition for excellence in graduate and undergraduate allied health education.

We will progress toward achieving this vision by:

1. Becoming the institution of choice in Texas for high quality students.
2. Providing an environment that values, supports and rewards research and other scholarly activities.
3. Contributing to the improvement of health status and quality of life of the communities we serve.
4. Emphasizing Continuous Quality Improvement to enhance responsiveness to the evolving needs of our students, patients and the allied health professions we serve.

ORGANIZATIONAL PHILOSOPHY

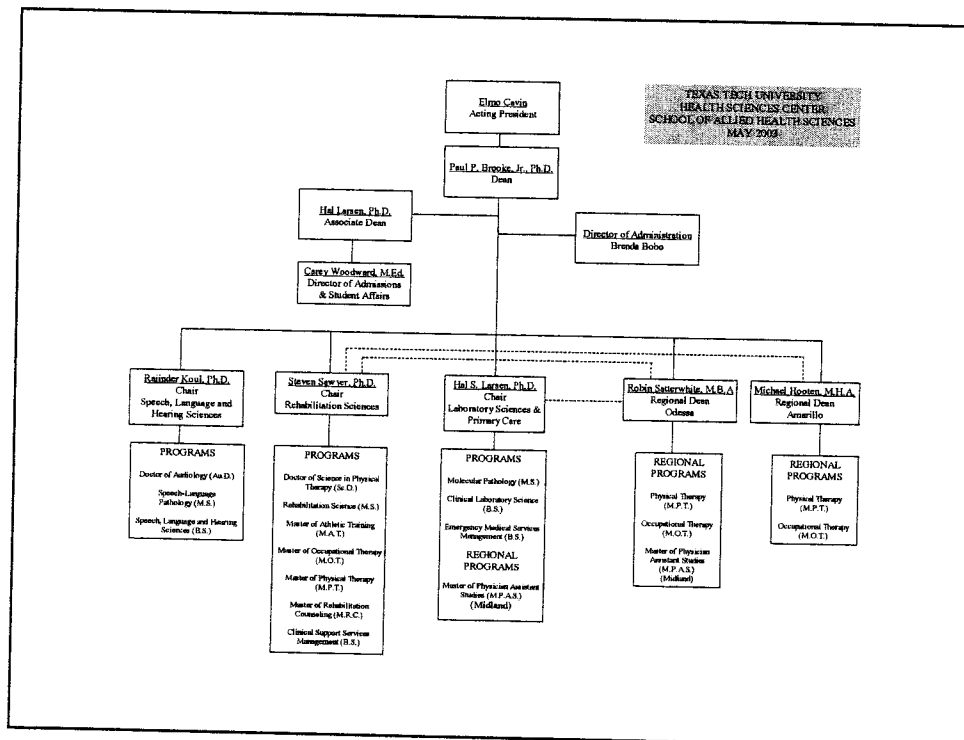
- Maximize Learning and Enhance Educational Access
- Enhance Quality of Life for West Texans
- Faculty are Student-Oriented and Teaching-Focused
- Staff Provide Responsive Support of High Quality
- Empowering Environment of Mutual Trust, Respect and Partnership Among Faculty, Staff, Students, Patients.

ACADEMIC DEPARTMENTS AND PROGRAMS

1. **DEPARTMENT OF LABORATORY SCIENCES & PRIMARY CARE**
 M.S., Molecular Pathology
 Master of Physician Assistant Studies (M.P.A.S.)
 B.S., Clinical Laboratory Sciences
 B.S., Emergency Medical Services Management

2. **DEPARTMENT OF SPEECH, LANGUAGE AND HEARING SCIENCES**
 Doctor of Audiology (Au.D.)
 M.S., Speech-Language Pathology
 B.S., Communication Disorders

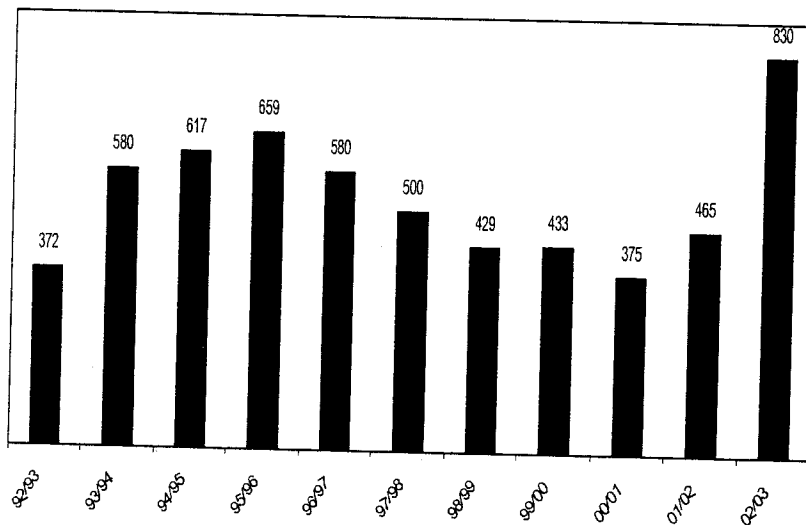
3. **DEPARTMENT OF REHABILITATION SCIENCES**
 Doctor of Science, Physical Therapy (Sc.D., P.T.)
 M.S., Rehabilitation Sciences
 Master of Athletic Training (M.A.T.)
 Master of Occupational Therapy (M.O.T.)
 Master of Physical Therapy (M.P.T.)
 Master of Rehabilitation Counseling (M.R.C.)
 B.S., Clinical Support Services Management



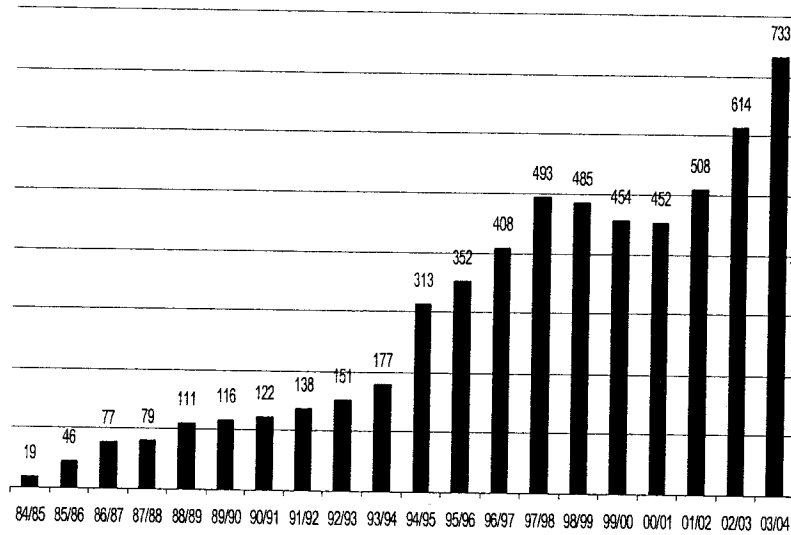
ALLIED HEALTH SCIENCES MILESTONES

- 1981 -67th Texas Legislature approves funding for School
- 1984 -First students enrolled (19)
- 1985 -Full accreditation received for programs in PT, OT, CLS
- 1991 -Emergency Medical Services certification program added
- 1993 -Department of Communication Disorders transferred from TTU
- 1994 -Expansion of PT and OT programs to Amarillo and Odessa
- 1994 -Upgrade of PT program from B.S. to M.P.T.
- 1999 -SOAH expansion to Midland College Campus (BS, PA)
- 2000 -Relocation of Communication Disorders to new facility at HSC
-Relocation of SOAH-Odessa to permanent facility
- 2001 -Approval of Center for Brain Mapping and Cortical Studies
-Relocation of SOAH-Amarillo to permanent facility
- 2002 -Approval of Center for Clinical Rehabilitation Assessment
- 1999-02 -Development, approval and implementation of nine new academic degrees and two degree upgrades
- 2003 -Name changed to School of Allied Health Sciences

APPLICATIONS RECEIVED



ENROLLMENT FALL 1984 TO FALL 2003



ALLIED HEALTH ACCOMPLISHMENTS

1. Sustain and grow high quality programs:
 - All programs accredited for maximum terms allowed
 - Graduate success in certification/licensure exams
 - Successful faculty recruitment across programs
2. Successful adoption of "distance learning"
 - Expansion of OT/PT programs through HealthNET
 - Increasing use of web-based instruction
3. Establishment of Physician Assistant Program and facility at Midland
4. Expanded relations with Community colleges in service region
5. Successful planning and implementation of Strategic Growth Initiative

ALLIED HEALTH STRATEGIC GROWTH INITIATIVE 1999-2003

- A. New Academic Programs Added:
- Doctor of Science, Physical Therapy
 - Doctor of Audiology
 - Master of Science, Rehabilitation Science
 - Master of Science, Molecular Pathology
 - Master of Athletic Training
 - Master of Rehabilitation Counseling
 - Bachelor of Science, Clinical Support Services Management
 - Bachelor of Science, Emergency Medical Services Management
 - Bachelor of Science, Physician Assistant Studies
- B. Degree Upgrades Implemented:
- B.S., O.T. to Master of Occupational Therapy
 - B.S., P.A.S. to Master of Physician Assistant Studies
- C. Degree Programs Under Development:
- Ph.D., Communication Sciences and Disorders

FUTURE CHALLENGES AND OPPORTUNITIES

CHALLENGES

1. SUSTAIN PROGRAM GROWTH

- Build SOAHS Infrastructure
- Nurture Programs to Maturity

2. MAINTAIN ENROLLMENT GROWTH MOMENTUM

- Stay relevant to marketplace

3. EXPAND RESEARCH

- Nurture SOAHS Centers
- Ph.D., Communication Sciences and Disorders

4. ENHANCE RECOGNITION

- Students First
- Graduate Performance
- Build Alumni bonds

OPPORTUNITIES

1. CAPITALIZE ON MARKET DOMINANCE



2. EXPLOIT RESEARCH AND CLINICAL POTENTIAL OF SOAHS CENTERS



3. AN AGING U.S. POPULATION KEEPS SOAHS GRADUATES RELEVANT!



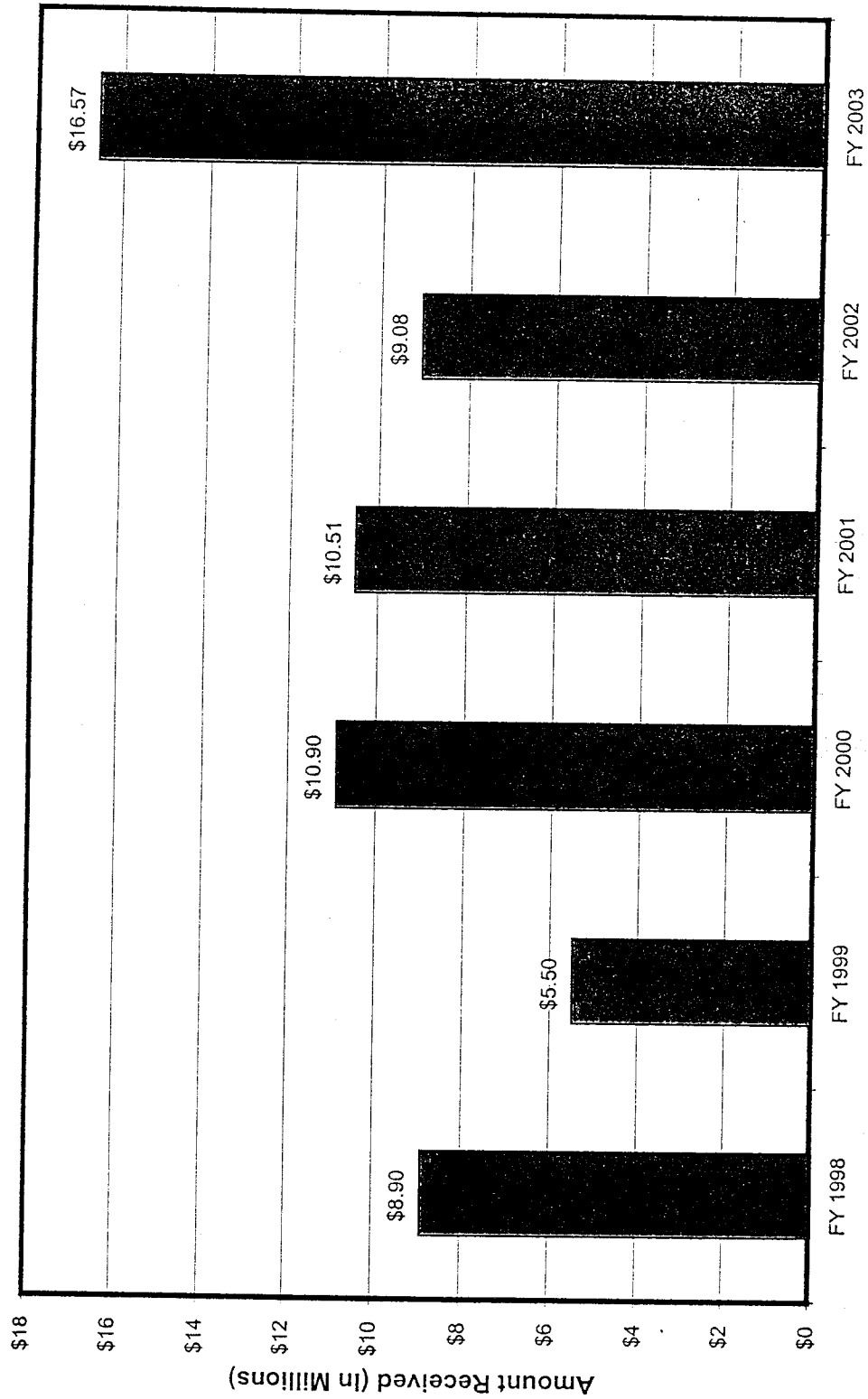
TEXAS TECH UNIVERSITY
FEDERAL FUNDING INITIATIVES

1998-2004

Prepared for the
Board of Regents

May 16, 2003

Texas Tech University Congressional Earmarks Fiscal Years 1998 - 2003*



* Notes:

1. Funding obtained while represented by principals of The National Group, LLP.
2. Does not include funds for projects led by other universities.
3. Includes highway funds from the TEA-3 bill, which were received over the six year period.

TEXAS TECH UNIVERSITY
Federal Funding Initiatives for
Fiscal Year 2003
(not including results for TTU Health Sciences Center)

Final project funding results,
Omnibus Appropriations Conference Report, FY 2003
And Department of Defense Appropriations Conference Report, FY 2003

BIOLOGICAL & CHEMICAL THREATS (ZUMWALT PROGRAM)	\$3,000,000 in DOD (+ extra \$1.5 M)
ENVIRONMENTAL & HUMAN HEALTH (SERDP PROGRAM)	\$2,500,000 in DOD
WIND SCIENCE ENGINEERING RESEARCH CENTER	\$2,500,000 in NIST
CENTER FOR SPACE SCIENCES	\$2,250,000 in NASA
COTTON RESEARCH CENTER	\$1,190,000 in USDA
CENTER FOR FOOD INDUSTRY EXCELLENCE	\$250,000 in USDA
VIRTUAL VIETNAM ARCHIVE	\$400,000 in DOE.
MATH AND SCIENCE EDUCATION IN RURAL AREAS (HILL COUNTRY INITIATIVE)	\$500,000 in DOE.
EXPERIMENTAL SCIENCES BUILDING	\$225,000 in HHS (CMS)
CHERNOBYL RADIATION PROGRAM	\$1,000,000 in DOE
TEA-3 HIGHWAY FUNDS (THE LAST PART OF THE FUNDS ALLOCATED OVER THE SIX-YEAR PERIOD)	\$1,260,000
TOTAL FOR FISCAL YEAR 2003*	\$16,575,000*

* Note: Does not include funds for projects led by other universities or by the City of Lubbock. Those projects are listed below:

TTU/CITY OF LUBBOCK PARK AND RIDE PROJECT	\$1,850,000 in DOT
CENTER FOR NORTH AMERICAN STUDIES (w/A&M)	\$200,000 in USDA
TTU/WTAMU OGALLALA AQUIFER RESEARCH PROJECT	\$750,000 in USDA

TEXAS TECH UNIVERSITY
FEDERAL FUNDING REQUESTS
FISCAL YEAR 2004

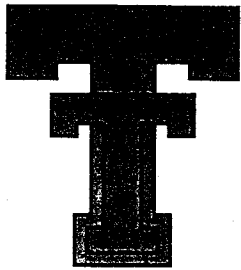
<u>PROJECT</u>	<u>AMOUNT - AGENCY</u>	<u>MEMBER(S) REQUESTING</u>
CENTER FOR THE STUDY OF ADDICTION *	\$1 M - DEPT. OF EDUCATION	COMBEST
EXPERIMENTAL SCIENCES BUILDING	\$4 M - HHS (CMS)	HUTCHISON, COMBEST
CHERNOBYL RADIATION PROGRAM	\$3 M - DEPT. OF ENERGY	HUTCHISON, COMBEST
ZUMWALT PROGRAM	\$6 M - DOD	COMBEST, BONILLA
ENVIRONMENTAL & HUMAN HEALTH	\$3 M - DOD	COMBEST, BONILLA
WIND SCIENCE ENGINEERING	\$3 M - NIST	HUTCHISON, COMBEST
CENTER FOR SPACE SCIENCES	\$2.5 M - NASA	COMBEST, SMITH
VIRTUAL VIETNAM ARCHIVE	\$.5 M - DEPT. OF EDUCATION	JOHNSON, COMBEST
HILL COUNTRY INITIATIVE	\$1 M - DEPT. OF EDUCATION	SMITH, COMBEST
COTTON RESEARCH CENTER	\$2.5 M - USDA	CORNYN, COMBEST, BONILLA
CENTER FOR FOOD INDUSTRY	\$3 M - USDA	COMBEST, BONILLA

TOTAL: \$29.5 MILLION REQUESTED FOR FY 2004

* Indicates new request

Summary of Texas Tech University Congressional Earmark Funding for Fiscal Years 1998 – 2003

- ✓ Each year, the number of federal projects funded has increased:
 - Fiscal Year 1998 – 4 projects
 - Fiscal Year 1999 – 5 projects
 - Fiscal Year 2000 – 6 projects
 - Fiscal Year 2001 – 7 projects
 - Fiscal Year 2002 – 9 projects
 - Fiscal Year 2003 – 12 projects
- ✓ This means that in only six years, Texas Tech tripled the number of Congressional earmarks it received.
- ✓ During Fiscal Year 1998, Texas Tech received \$8.9 million in Congressional earmarked funding. By Fiscal Year 2003, that amount was twice as much, at \$16.57 million.
- ✓ Texas Tech has greatly increased its support within the Texas delegation. During FY 1998, only two members of Congress were submitting requests for the university. By FY 2003, that number had grown to seven.
- ✓ All of the initiatives that first received funding in FY 1998 continued to receive funding every single year during the six-year period.
- ✓ During Fiscal Year 2003, Texas Tech received funding for 4 new federal initiatives, including one of the few new agriculture initiatives.



TEXAS TECH UNIVERSITY SYSTEM FEDERAL RELATIONS

During the past six years the TEXAS TECH UNIVERSITY SYSTEM has secured over \$70 million in federal appropriations. As a result, various programs at TEXAS TECH have flourished with an influx of additional competitive grant dollars and private contributions targeted toward specific research areas.

In 1997, the leadership of U.S. Senator Kay Bailey Hutchison, Congressman Larry Combest and then Chancellor John Montford helped direct initial federal research appropriations to West Texas. Today, both Chancellor Smith and President Haragan continue to lead a team of individuals helping to secure more federal funds for TEXAS TECH. Our efforts have expanded since 1997, and we are most grateful for the support we receive from numerous Senators and members of the House of Representatives.

In fiscal year 2003, components of the TTU SYSTEM were appropriated almost \$20 million. This record year was exceptional and indeed, was the fruit of a hard working team effort. TTUHSC garnered first-time funding for a forensic sciences institute and construction of a nursing wellness center. At the same time, continuation funding was made available for research programs in diabetes and aging. TTU was able to continue receiving funds for bioterrorism defense, wind engineering, agriculture and its Vietnam archive, while expanding in areas of space studies, radiation research, enhancing education in rural areas, and equipping the experimental sciences building.

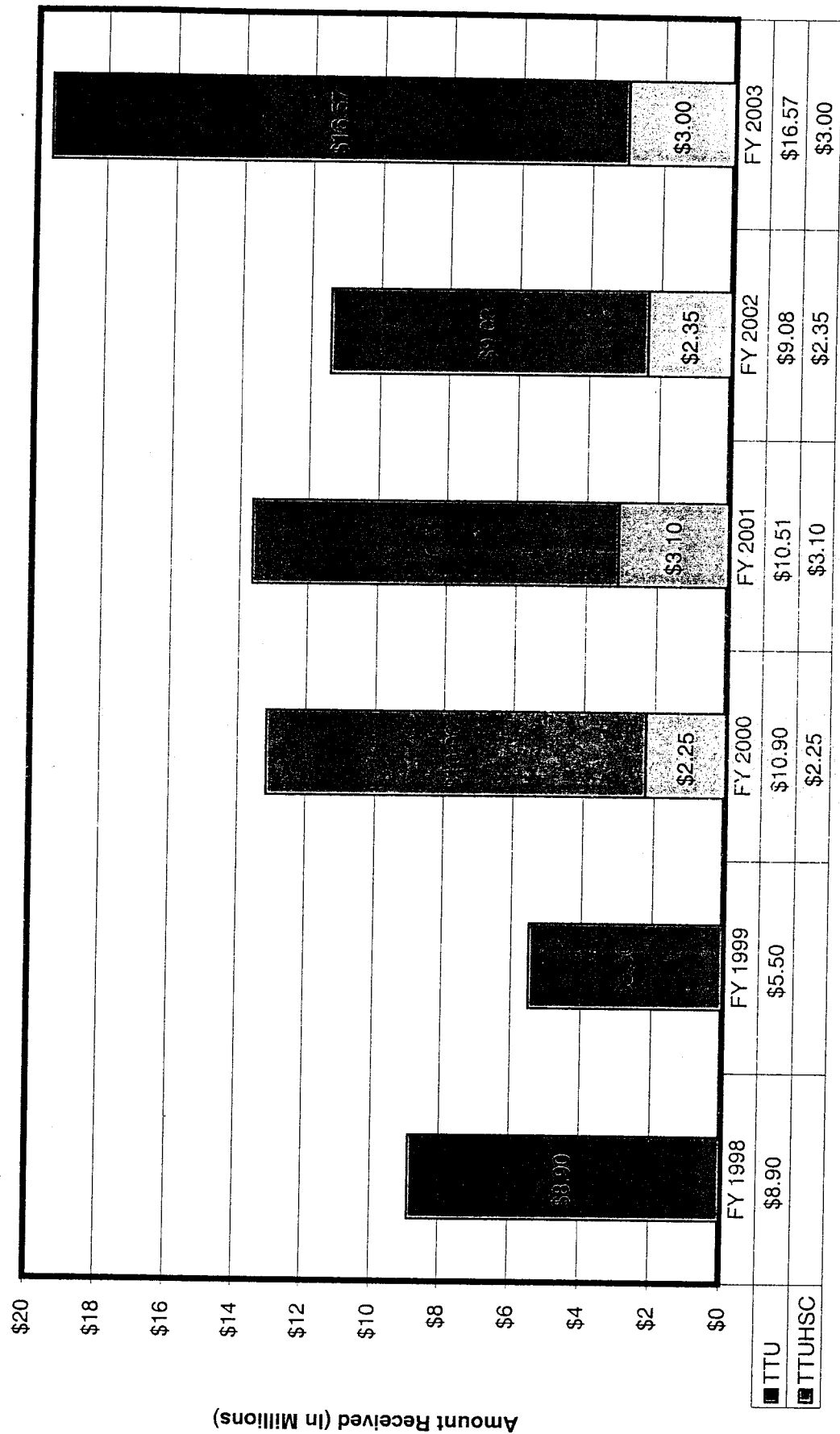
Funding requests for fiscal year 2004 proposals total \$29 million for eleven TTU projects and \$4.15 million for all four TTUHSC initiatives. With the leadership of administrators at both TTU and TTUHSC in Lubbock, principals of THE NATIONAL GROUP, LLP, and a physical System presence working with the offices of the Texas congressional delegation, TEXAS TECH stands to benefit from another year of hard work.

We are most grateful to members of the Board for their continued support and for the friendships they have maintained with our elected representatives. In addition, our efforts could not be complete without recognizing the tremendous support we receive from the staff persons of the Texas congressional delegation, many of whom are TEXAS TECH graduates. Positive results in Washington have become a reality with the help of these professional staff persons.

Finally, we must also recognize the growth and impact of the TTU internship program coordinated by Ronald Phillips in the office of the President. Since its inception in 1999, graduates of this program have used their internship experience as a springboard into careers in our nation's capitol while others have chosen to continue their education by entering into graduate or law programs. Indeed, the network of TEXAS TECH alumni in Washington is on the rise.

Following is a graph of federal appropriations of the TTU SYSTEM for fiscal years 1998 to 2003 and a memorandum with federal priorities for the first session of the 108th Congress.

Texas Tech University System Federal Appropriations for Fiscal Years 1998 - 2003



- Notes:
1. FY 2002 figures for TTUHSC reflect \$200,000 for Border Health at El Paso
 2. FY 2003 figures for TTUHSC reflect \$1.1 million for Border Health at El Paso



TEXAS TECH UNIVERSITY SYSTEM

Texas Tech University System

HUB Report

*Office of the Senior Vice Chancellor
and Chief Financial Officer*

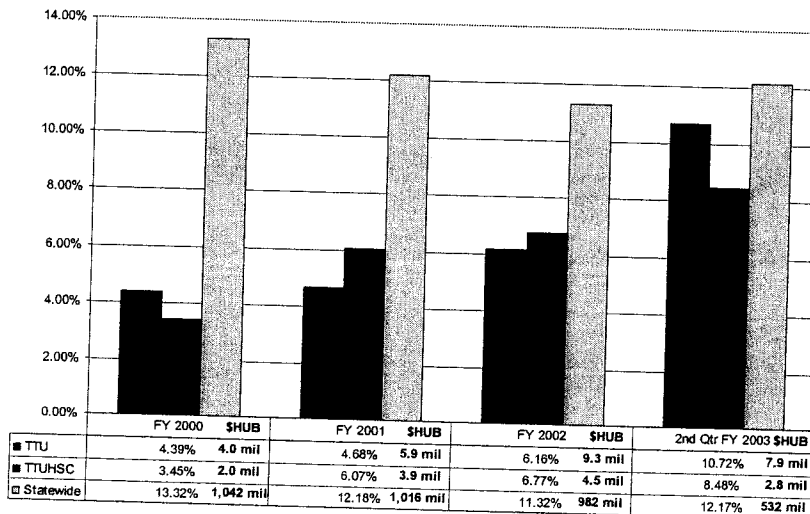
Board of Regents
May 16, 2003

TTUS Chief Financial Officer
Page 1



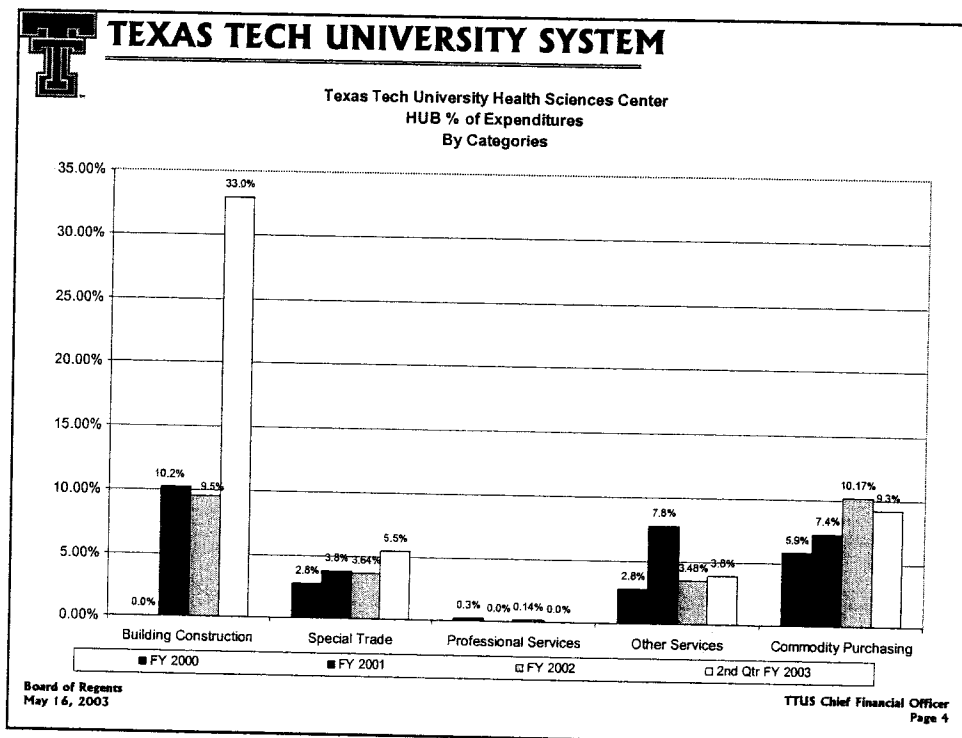
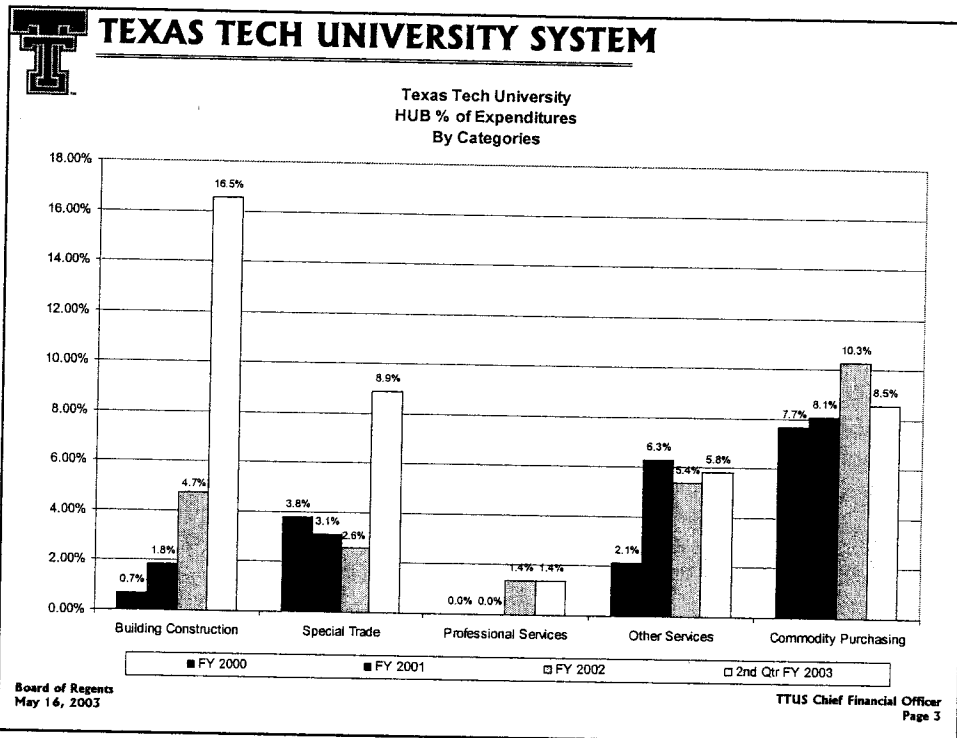
TEXAS TECH UNIVERSITY SYSTEM

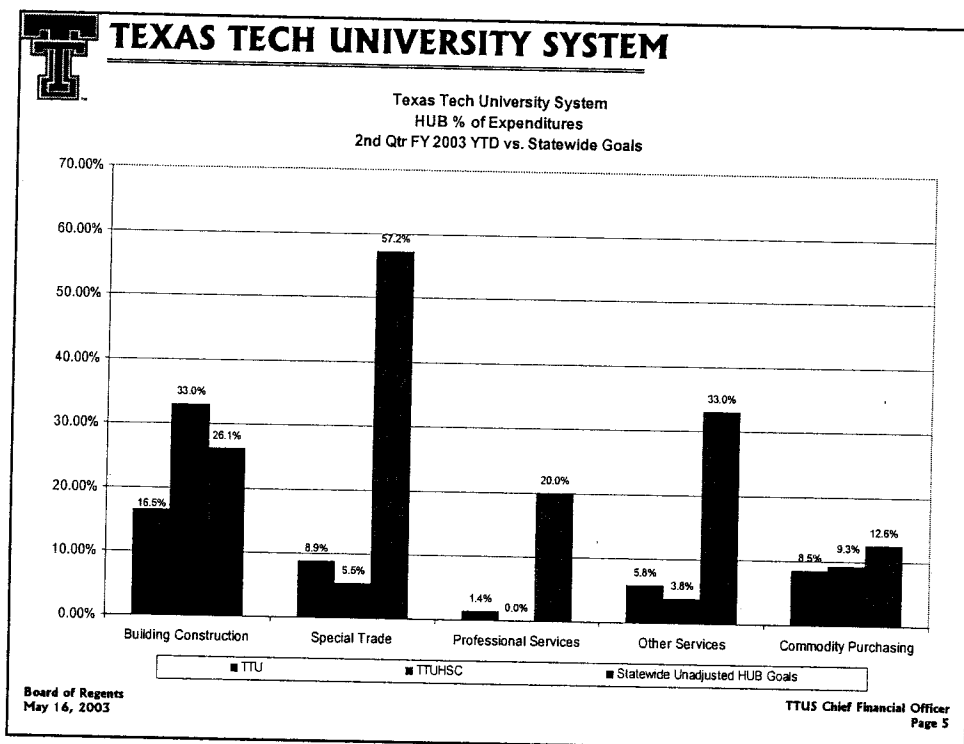
Texas Tech University System
HUB Expenditures as a
% of Total Expenditures



Board of Regents
May 16, 2003

TTUS Chief Financial Officer
Page 2





TEXAS TECH UNIVERSITY SYSTEM

HUB Actions

- Actively sponsored and participated in HUB networking and matching events, including First Annual West Texas Economic Conference.
- Pursued, encouraged and developed new mentor / protégé relationships
- Identified minority-owned bond counsel for next TRB issuance
- Member of developing committee for Texas Universities HUB Coordinators Alliance
- Strongly encouraged HUB contracting commitment on all major contracts
- Upgraded monthly reports to departments and administrators to include all HUB information (credit cards and sub-contracting).
- Develop process for reporting reconciliations.
- Working with computer equipment vendors to obtain HUB credit through third-party relationships.
- Continue aggressive encouragement of certification process by qualified vendors.

Board of Regents
May 16, 2003

TTUS Chief Financial Officer
Page 6

President's Report
Texas Tech University
Board of Regents Meeting
May 16, 2003

Dr. Haragan reported that commencement is scheduled for tomorrow, Saturday, May 17. He noted that a number of the regents will be attending either one or both of the commencement ceremonies. We will graduate 2,300 students tomorrow. For the most part, that is good news. The only down side is that some of us have to shake 2,300 hands. This is not a particularly good time for our students in the job market, but the employers are still coming and we still are employing a large number of our students. A significant number will be employed in good jobs although some of the numbers you heard earlier about increased applications to law school, increased applications to professional schools, a lot of that is the result of the fact that the job market is not really great right now. Many of those students are opting to stay in school. Our commencement speaker tomorrow is going to be Ambassador Tibor Nagy, who was most recently ambassador to Ethiopia. This is particularly significant because first of all, Ambassador Nagy has a degree from Texas Tech; secondly, he is coming very shortly in the month of June to become the new director of the International Cultural Center and the director of our Office of International Affairs. He is stepping in to replace Idris Traylor who is retiring from that position. The third thing that makes it special is that the Ambassador's 82 year-old father is going to be one of the graduates in tomorrow's ceremony. We are happy to have him and he will be our speaker at both ceremonies tomorrow.

Dr. Haragan noted that the students who are graduating tomorrow entered the university approximately five years ago. Looking back five years, the average SAT score of those graduates when they entered was about 1077 and it is looking like now, although we have some student applications that are still being judged by review, that the average SAT score of the students coming in this year is approximately 35 to 40 points above that. That is another indicator that the overall quality of the students at Texas Tech continues to increase.

We are going to have a record number of entering freshmen. We do not know precisely what the impact of the increase fees is going to be, but if we can judge it by the summer it is not going to be very dramatic. We put in the increases in fees for this summer semester and we are having a record registration for first summer session, as well. The number of students that we have admitted thus far is up 6.5% from this same time last year and we have a tremendous surge of students that have registered for the orientation sessions this summer. This is up about 19% from where it was at this time last year and we have already filled many of the summer orientation sessions. All of the June sessions are full and about half of the July sessions are full. We are probably expecting somewhere in the order of 4,300 or 4,400 freshmen and in addition to that, we are expecting a

record number of transfer students in the order of 2,300 to 2,500. This reflects the job that has been done with the community college effort because we are bringing larger numbers to campus. Not only is the number of transfer students up, but the quality of those transfer students has really been good, as well. The number of admitted transfer students is up 5.6% from last year.

Dr. Haragan stated that given where we are right now with the legislature still debating what our appropriation is going to be, we did a wise thing when we went ahead and initiated the increases in tuition and fees that we did. Those become effective this summer and this is going to give us a little bit of a pad to help us adjust to whatever is coming down from the legislature.

Dr. Haragan has been asked by several people to explain how our total fees compare to the University of Texas and Texas A&M. He noted that our mandatory fees that we charge students are almost identical to those charged at the University of Texas. We, as a matter of fact, are a few dollars higher. They have made no adjustment for a while. As you know, Texas A&M made a major adjustment in their fees a year ahead of us and they are still somewhere around \$450 higher than the mandatory fees that we charge here at Texas Tech. A&M leads the way and we and the University of Texas are about \$450 lower than that as far as the mandatory fees.

Dr. Haragan indicated that we are continuing to see increases in quality and that reflects in large part the success that we have had with our presidential scholarships and with our honors scholarships and the growing reputation of the Honors College. Dean Bell is predicting that the total enrollment of the Honors College this fall may be as high as 975 students or higher. We are getting close to 1,000 students which is about all we can handle. Hopefully, we will be able to expand that in the future. The board heard the discussion between myself and the chancellor as to what the future holds for the Honors College. It has to play a major role in the future of Texas Tech. It already is well-known, not just in the state, but elsewhere. We have one of the best honors programs in the country. The average SAT score of those entering the honors class this year is about 1,370 and of those we have 37 high school valedictorians and 23 salutatorians coming to Tech. To be a presidential scholar, you must have a SAT score over 1,400. We are recruiting some pretty good students at Texas Tech, but we absolutely must continue to work on the scholarship endowment. We talked about the fact that we are still subsidizing that endowment and we really need to have some cash up front in that endowment so we can continue to attract these top-notch students that are attracting now.

Dr. Haragan reported that there are a couple of programs that are really critical right now for our future and they are talked about a lot when we talk about budget cuts because they would be easy things to eliminate. One of the most challenging things that we are faced with right now is trying to make some short term decisions that will aid us in the short term but be very detrimental to us in

the long term. These two programs are just that – things that if we had to start up all over again we would have great difficulty. One of these programs is the study abroad program. Our study abroad programs have been impacted. Since 9/11 there has been a reticence of students and primarily parents to allow students to study abroad. This applies to any country. It has affected our campus in Spain. With the war and all, we have decided that we are going to “stand down” our program in Spain during the fall semester. We only had eleven students that expressed an interest. It is very dangerous to start thinking about canceling that program. It has the potential to be an excellent program and it is what education is all about. Getting students abroad, getting students in other cultures and learning as a result of that is a part of who we are and hopefully, we will continue our programs in study abroad even though we are going to see a fall off in the number of students that are interested in those for a while.

Regent Brooks asked if the study abroad program in Spain was being discontinued for the fall semester only. Dr. Haragan responded that this was correct. He noted that we already have a number of students who have expressed an interest in the spring semester. We were not able to recruit a critical mass of students for the fall. We really need to make that program go and pay its way and for that we would need somewhere on the order of 30 to 40 students. Eleven students was just not cost effective. We understood the reason so we have talked with Doug English who runs our program in Spain and we have agreed to “stand down” for the fall and work hard to bring that enrollment up for the spring.

Regent Brown asked what the normal enrollment of the program is. Dr. Haragan stated that it has varied anywhere from 22 or 23 students up to 40 students.

Dr. Haragan noted that the other initiative he wanted to discuss is the initiative that we started in the Hill Country. That is another one that right now is not paying its way. As you know, we got a small appropriation for a MITS in Fredericksburg in the last session. We have that funding back in our appropriation request for this session. As an exception item, we are asking for some additional funding which I doubt very seriously we are going to see. We perhaps would like to see some flexibility given to us in the way that we spend those funds in the Hill Country, but our presence in other parts of the state is extremely important to the university. We are a system right now that is a West Texas system. Other systems that we compete with do have, of course, campuses across the state and I think it is really valuable for us first of all we have established our recruiting offices in various cities in the state. That has meant a lot to us. And now we are established in the Hill Country, in Fredericksburg, and Marble Falls and, of course, our campus in Junction. It hasn't taken off yet, but I can tell you if you look at the numbers we are already attracting a lot more students every semester. We have seen that in graduate students before but now we are beginning to see it in undergraduate students as well. We have some plans for the Hill Country and hopefully, the short fall in

funding that we are going to see this year is not going to cause us to look at the programs like this and say we can do without those. That would be a very difficult thing to restart. So, hopefully we can maintain our momentum in the Hill Country and our momentum in the study abroad program, as well, and work our way through what is going to be probably a difficult time. But, let's not make sort term judgments that are going to impact the long term.

Chairman Black made a comment concerning the placement services. He noted that they are run by the various schools and the effectiveness of them vary across the campus program to program. That is an area where we as a university need to improve our reputation with our students in assisting them in getting jobs and assisting them in any way we can. Looking at other universities who are well known, other universities in the Big XII as well as other state universities throughout the country of the type of support and the type of programs that they have, looking for best practices and seeing if we can't transport some of those practices back here. Chairman Black stated that he did not know if we had an overall coordinated placement service activity or not, but somewhere we need to bring those best practices of assisting those students back here to help our students and developing the opportunities for rapport and interaction between our upcoming graduates and other Texas Tech successful business people in the workplace. Other institutions have a reputation of really doing that. That is something that could be beneficial to us in the long run. Dr. Haragan agreed and noted that one of the problems that we have had in the past is that we have had a central office of job placement but we also have colleges that prefer to have their own. One of the reasons for that is that this office perhaps has not operated as effectively as it might, but we have a beautiful new space for this now. Dr. Haragan noted that David has been able to hire some people now that are doing a much more effective job at that. Still, we have professional schools like business, like engineering, who do a lot of their own job placement.

Chairman Black commented that he did not know which way was the best way, but some central clearing house to at least make sure that we are following best practices is critical.

Chairman Black noted that he has a special interest in the Hill Country. For the board's information, there is an advisory board in the Hill Country made up of private individuals who are very interested in higher education in the Hill County, and particularly Texas Tech and what we are doing in Fredericksburg and Marble Falls. They recently went around to all of the counties and all of the cities within that region and they collected 70 to 90 resolutions from county governments, city governments, and city councils and they sent those to all of the legislators that were involved in the area. All of these resolutions voice support for what Texas Tech is doing. We are beginning to have an impact in that region. We have also seen the semester credit hours jump to almost 600 in the spring semester. There were two summer sessions last summer, a fall session and now a spring

session. That's on the basis of the courses that we were able to offer and if you then look at their interviews for recruits, you can see a big demand particularly in business and education for more courses. The potential is there. We have to view it somewhat like a start up operation in business and give them an opportunity to spend some time to get things up and going. It will happen and it will certainly increase our influence across the state.

Regent Brooks asked if Dr. Haragan had a feel for what the enrollment might be next fall. Dr. Haragan responded that we were looking at an enrollment probably close to 29,000. If it turns out that later on particularly in these later registrations that the increase in tuition and fees is going to have some impact, then it could be some less than that. But, he has not seen any indication of that yet.

President's Report
Texas Tech University Health Sciences Center
Board of Regents Meeting
May 16, 2003

Mr. Cavin stated that this weekend is a highlight of the academic calendar at the Health Sciences Center. We have our commencement ceremony on Sunday at 3:00 at the United Spirit Arena. Dr. David Satcher, the former surgeon general of the United States, is our commencement speaker and we have a record number of graduates, 617 degrees, to be awarded at this commencement ceremony. That is 110 new M.D.s, 76 Pharm.D.s, 207 nursing degrees, 206 allied health degrees, and 18 members of the graduate school of biomedical sciences receive Ph.D.s and masters. That brings to a little over 6,600 the number of alumni that the Health Sciences Center has graduated over the years.

Mr. Cavin noted that this is the final report that he will give to the board. Dr. Smith commented on that earlier. Mr. Cavin stated that he wanted to take this opportunity to thank Chancellor Smith and to thank the members of the board for the confidence that was expressed a year ago in extending this appointment. It has been an interesting time, no doubt about that, but it has also been a very rewarding experience. He noted that he is looking forward with great enthusiasm to June the 9th – the day that Roy Wilson does arrive. He is very much interested in him assuming the permanent presidency of the institution. I have enjoyed my interaction with these institutions and the affinity has grown so much over that time period. He noted that he looks forward to many, many more years of working at Texas Tech. The interaction with the students – what an unbelievable group of kids – this past year working with James Fay and with Kelly Stumbo is just phenomenal. I have said it before and they just never cease to amaze me. Year after year they just continue to elect such outstanding leadership. Based on Dr. Wilson's guidance, I certainly hope that I will get to work with Elizabeth Hamilton and with Jeremy Brown next year. I would also like to publicly thank the members of the Health Science Center community, especially the deans and the vice presidents, because they really have come together. I really think they have had a team effort this year and it has made things one heck of a lot easier. I thank them for all their efforts on our behalf and on behalf of the institution, but I must admit I do look forward to getting back to my day job.

Chairman Black noted that the board thanks Mr. Cavin for his dedicated service.

Chancellor's Report
Texas Tech University System
Board of Regents Meeting
May 16, 2003

Chancellor Smith stated that he had three points to report. One, of course, is to introduce Mike Phillips who is going to be dual hatting for both the Health Sciences Center as well as the CIO for the system. Mike is doing a number of things, trying to look to see where we can leverage some economies (we've talked to the Chairman about that) and also improve some of our HUB acquisitions. He has already been working with Lynda Gilbert. He has provided a great deal of leadership there. Elmo Cavin and, of course, Jim Brunjes, but the real thing is the entrepreneurial – to make sure we have the technologies to help these students achieve. We've built a lot of buildings in the last few years but I would argue the next major investment behind the scene in academia is IT – that is the classroom, that is the skill sets we have to have in place, you heard it from General Huffman. So, I think we've got a really great challenge in front of us, but I really am pleased that Mike is willing to do this and also wear two hats and assist us in that. I think that is going to be great for us also to develop some further private partnerships and I think he is going to talk about a couple of those at the next board meeting.

The second point is the legislative session. Our focus is going to continue to be there, and I want to thank the two presidents and everyone else sitting here, as it has been a difficult session. There's no two ways about it particularly for higher education because that is a large percentage of the cut. We obviously are going to be looking to see if we can't help those numbers to push closer to the Senate figures. The House figures are quite dramatic in the reduction for higher education. I particularly want to acknowledge both Don and Elmo during this session. They have been quite a big help for all of us. They have been there whenever we needed them and we will continue to persevere. The conference committee may be unusual this year. We may not actually have a formal conference committee. It may come out of subcommittee and go straight to the bodies. We may not find an opportunity for us to officially get in front of conference committee. We will see what happens.

Finally, I think one of the highlights of today was the students. We can talk about the bond rating which I agree with Mr. Lopez is a great testament to the work you all have done and the fact that we are in such a good position, but I was just thrilled. I got goose bumps watching those kids up here today and what they are able to do and the way they are able to articulate and represent this university. I did say to them I think we need to get that kind of presentation and where their on-going commitments are in front of some national audiences consistent with your goals and recognition. Again, I want to thank you for your support of their efforts.