SECTION 1: THAT TO WHICH WE ASCRIBE

Attending Lenoir-Rhyne University is an opportunity like no other. You are on a journey of a lifetime and LRU’s community of learners is ready to support you along the way—to help you grow academically; to expand your leadership skills; to increase your commitment to integrity and hard work. Faculty and staff are here to help guide you to the many opportunities and challenges that await you, but you must also take an active role in your journey. We will provide enriching, fun, thoughtful, and engaging activities—you just have to rise up and get involved. Additionally, this handbook, The Cub, is intended to help you learn and grow as an individual as well as a member of the LRU community. It is our sincere hope that you will read this handbook and use it as a guiding resource during your time at Lenoir-Rhyne.

Our mission, vision, and values guide us in all that we do. They are as follows:

**Lenoir-Rhyne University Mission Statement**

In pursuit of the development of the whole person, Lenoir-Rhyne University seeks to liberate mind and spirit, clarify personal faith, foster physical wholeness, build a sense of community, and promote responsible leadership for service in the world.

As an institution of the North Carolina Synod of the Evangelical Lutheran Church in America, the University holds the conviction that wholeness of personality, true vocation, and the most useful service to God and the world are best discerned from the perspective of Christian faith.

As a community of learning, the University provides programs of undergraduate, graduate, and continuing study committed to the liberal arts and sciences as a foundation for a wide variety of careers and as guidance for a meaningful life.

**Lenoir-Rhyne University Vision Statement**

Our goal is to be a nationally recognized liberal arts university of choice – known for our excellence in building leaders for tomorrow, developing patterns of lifelong learning, positioning our graduates for success in their professional, personal and spiritual lives and providing an unparalleled quality of caring within our university community.

**Lenoir-Rhyne University Statement of Values**

Lenoir-Rhyne University espouses a set of values designed to inform us, as members of this educational community, in our personal development and our interactions with others. These values establish our principles of operation as an organization. They furnish guidance and assurance to each member of our community, and they help us to see how everyone’s contributions improve the life of our college.

These principles are made manifest through our daily actions, and they are fully realized only when embraced by everyone in our community. Constant and consistent attention to these core values will cultivate the continuous improvement of our institution, will assist us in the achievement of our mission, and will direct us toward realizing our vision as a college.

- **Excellence**… We will strive for excellence in everything we do. We will continuously cultivate our intellectual, physical, and spiritual growth. We will develop our talents and abilities to their fullest extents.
- **Integrity**… We will act with integrity at all times. We will respect and be honest with each other. We will take personal responsibility for our words and our actions.
- **Care**… We will care about others in our learning and working relationships. We will be responsible stewards of our resources. We will support each other and work together toward the common good.
- **Curiosity**… We will learn from our community, past and present. We will confront important issues with humility and open minds. We will embrace the gains attained from the diversity of people and perspectives.

**Statement of Academic Integrity and Student Code of Conduct**

Policies and regulations have been established to support and encourage the educational mission of Lenoir-Rhyne. As elsewhere in society, these policies and regulations are founded on the mutually accepted concepts of freedom and responsibility and are based on the assumption that members of the LR community are interdependent. It is each student’s duty to protect the rights of other students, to fulfill their educational objectives, and to maintain high standards of personal and academic conduct. All students at Lenoir-Rhyne University are expected to know and agree to accept the following Lenoir-Rhyne University Statement of
Academic Integrity:

“A fundamental purpose of a liberal education is its attempt to cultivate in the student a sense of honor and high principles pertaining especially to academics, but extending to all areas of life. An inherent feature of Lenoir-Rhyne University is its commitment to an atmosphere of integrity and ethical conduct. As a student of Lenoir-Rhyne University, I accept as my personal responsibility the vigorous maintenance of honest, truth, fairness, civility, and concern for others.

My devotion to integrity demands that I will not cheat in academic work and that I adhere to the established and required community code of conduct. I accept the responsibility for upholding the established standards against those who would violate them. And I understand and accept the consequences of infracting upon or assisting others in infracting upon this code. In addition to and beyond the requirements of any code or law, I affirm my own commitment to personal honor and integrity in all matters large and small. Even through the ideal of honor is an abstract one, by implementing this ideal, I join the men and women of Lenoir-Rhyne University in making the concept of honor a reality.”

Additionally, to this end, Lenoir-Rhyne University students subscribe to the following oath...

“I sincerely promise that, while I remain a student in this institution, I will obey its rules and regulations, and will treat my instructors, fellow students, and others with courtesy and respect. If at any time, in the judgment of the Administration and faculty, I have proven myself unworthy to continue as a student, I promise to withdraw from the institution.”

Lenoir-Rhyne University’s Notice of Non-Discrimination and Equal Opportunity Statement

Lenoir-Rhyne University does not discriminate on the basis of race, color, national origin, religion, age, sex, sexual orientation, gender, gender expression, gender identity, non-conformity with gender stereotypes, physical or mental disability, and veteran status, in any educational programs and activities, or in its employment and admissions decisions. Lenoir-Rhyne University’s policy of non-discrimination and equal opportunity extends to all aspects of employment, including, but not limited to, recruitment, hiring, training, promotion, transfer, reassignment, demotion, discipline, discharge, performance evaluation, compensation and benefits. In addition, the University adheres to this non-discrimination and equal opportunity philosophy in its admissions policies and practices. Lenoir-Rhyne University is committed to providing an environment for learning, working and living that promotes equal opportunity, inclusion, and non-discrimination for its faculty, staff, students, contractors, and visitors.

For questions and complaints involving physical or mental disability you should contact:

**Director of Disability Services/Section 504 & Title III Coordinator**
Sherry Proctor
Lenoir-Rhyne University, Box #7470
Cornerstone House
Hickory, NC 28603
(828) 328-7296
Sherry.Proctor@lr.edu

For questions and complaints involving discrimination on the basis of sex or gender, such as sexual harassment, sexual assault, sexual orientation or gender identity, you should contact the Title IX Coordinator or a Deputy Title IX Coordinator:

**Title IX Coordinator:**

Dawn Floyd
**Director of Compliance/Title IX Coordinator**
Lenoir-Rhyne University Box #7137
Cromer Center 206(A)
Hickory, NC 28603
(828) 328-7040
Dawn.Floyd@lr.edu
Deputy Title IX Coordinators:

Center for Graduate Studies of Columbia & Center for Graduate Studies of Asheville Lutheran Theological Southern Seminary

Robyn Marren
Deputy Title IX Coordinator
Director of Finance and Administration
Lenoir-Rhyne University
Lutheran Theological Southern Seminary
Center for Graduate Studies of Columbia
4201 N. Main St.
Columbia, SC 29203
(803) 461-3277
Robyn.Marren@lr.edu

Dr. Michael M. Dempsey
Deputy Title IX Coordinator
Dean and Director
Center for Graduate Studies of Asheville
Lenoir-Rhyne University
36 Montford Ave.
Asheville, NC 28801
(828) 407-4269
Michael.Dempsey@lr.edu

For questions and complaints involving all forms of discrimination you may also contact:

Faculty
Dr. Larry Hall
Provost
(828) 328-7110
Larry.Hall@lr.edu

Staff
Rick Nichols
Director of Human Resources
(828) 328-7387
Rick.Nichols@lr.edu

Students
Dr. Katie Fisher
Assistant Provost & Dean of Student Life
(828) 328-7246
Katie.Fisher@lr.edu

Lenoir-Rhyne University’s Sexual Misconduct Policy is located at Sexual Misconduct Policy

Lenoir-Rhyne University’s Freedom from Harassment policy is located at Faculty Handbook Sec. IV, Part B Work Environment, Freedom from Harassment Policy

You may also direct any discrimination questions and complaints to:

U.S. Department of Education, Office for Civil Rights
(800) 421-3481
ocr@ed.gov
SECTION 2: CAMPUS LIFE & SERVICES

Overview of Student Activities and Organizations
While the primary purpose for attending college is and should remain to gain greater intellectual competency, the idea of education through the attention to liberal learning includes the development of the whole person. Co-curricular activities play an important role in this developmental process. We encourage you to take ownership in your education by becoming a participant and life-long learner across our campus. Join one of our many organizations. Try out a new sport through intramurals. Enhance your academic experience through becoming a leader. GET INVOLVED!

Student Organization Policy
For all rules and regulations for student organizations, please visit the following website: http://student.lr.edu/campus-organizations. The policy covers new organizations, current organizations, probation, suspension, constitutions, and off-campus housing. All organization Presidents are expected to attend information meetings about the policy at the beginning of the school year.

New Organizations
Any group wishing to organize a new club, society, or special interest group should contact the Office of Student Life to receive an application, submit the application and proposed constitution to the Director of Student Engagement for review, and submit the reviewed constitution to the Student Government Association for approval. Once the organization has been approved, it is subject to all policies governing organizations and activities.

Organizations’ Constitutions
An up-to-date copy of the constitution and/or by-laws of each existing organization must be on file with the Director of Student Activities. Revisions made to such documents should be reported to that office.

Advisors to Organizations
Every campus organization must have an on-campus advisor; failure to secure an advisor may jeopardize the club’s standing. Only a member of the faculty or staff of LR may be invited to serve as an advisor to a campus organization. Greek and Faith organizations may have off-campus advisors in addition to an on-campus advisor; however, contact information for the off-campus advisor must be recorded with the Office of Student Activities.

Planning/Scheduling Events
Individual organizations must consult the Campus Master Calendar in the Event Services Office in Schaffer Hall before planning university-wide events. Campus Organizations may schedule meetings and events during the first five (5) class days of each semester, excluding parties or other events involving alcohol. During the last five class days of each semester, campus organizations may not schedule any meetings, events, or parties; however, passive fund-raisers such as food or clothing drives may continue with prior approval- please consult the Academic Calendar for the semester start and end dates for all meetings and activities. No events or meetings are to be scheduled during the weekly Chapel service.

Fund-Raising Activities
Any student fund-raising project scheduled on campus must be given prior approval by the Director of Student Activities. The appropriate form (available in Cromer Center 205) must be completed and submitted for approval at least 7 business days prior to the event in question. In case of duplication of projects, priority will be given to the organization with the earliest submission date. Groups wishing to conduct sales or solicitation off-campus (in Hickory) must also secure permission from the Vice President for Institutional Advancement and, if needed, the office of the Hickory City Manager. Groups wishing to conduct a fund-raising event in one of LRU’s athletic venues must first seek approval by the Assistant Athletic Director.

Off-Campus Meeting Venues and/or Housing
The Administration reserves the right to sanction or reject any off-campus meeting place, building, or room used by any student organization. Approval of such off-campus “houses” is required before they are used, and it shall be the responsibility of the student organizations and their members to comply with any regulations or stipulations placed upon the “houses” pertaining to their use. The Administration stipulates accordingly that:

1. Organizational “houses” shall not be used for overnight purposes without written approval of the Assistant Provost/Dean of Students.
2. The administration, through the Office of Student Life, reserves the right to deny any such use for cause.
3. Organizations shall comply with all University rules and regulations while using off-campus houses.
4. No commerce (including sales of beverages) may take place without proper licensing.

**Academic Organizations and Honor Societies**
Most academic departments sponsor professional student organizations and honorary societies. These organizations and societies are structured to enhance your academic life through opportunities to network with fellow students within your area of study as well as recognize your academic achievements. You are asked to contact the appropriate faculty members for additional information regarding any of the following organizations.

**Alpha Kappa Delta**
Alpha Kappa Delta is an international sociology honor society that seeks to acknowledge and promote excellence in scholarship in the study sociology, the research of social problems, and such other social and intellectual activities as will lead to the improvement of the human condition.

**Alpha Lambda Delta**
Alpha Lambda Delta is a national society that honors academic excellence during a student’s first year in university. Its purpose is to encourage superior academic achievement among students in their first year in institutions of higher education, to promote intelligent living and a continued high standard of learning, and to assist women and men in recognizing and developing meaningful goals for their roles in society.

**Alpha Psi Omega**
Alpha Psi Omega is a national honorary theatre fraternity and is the second largest honorary fraternity in the United States. Students who demonstrate love for and commitment to the theatre may be invited to join by the current APO members. Lenoir-Rhyne Alpha Psi Omega members belong to the Gamma Eta chapter and may be chosen to join regardless of academic major.

**Chi Alpha Sigma**
The Chi Alpha Sigma Athletic Honor Society was installed at Lenoir-Rhyne University in the spring of 2013. Membership in the society requires a 3.4 GPA of a junior or senior varsity letter winner, recommendation by a coach, and upstanding moral character.

**Chi Beta Phi**
Chi Beta Phi is a national honorary science society designed to promote continued interest in the field and to honor those who achieve a certain level of academic competency in general and in the sciences in particular.

**Chi Sigma Iota**
The Lambda Rho Chi chapter of Chi Sigma Iota is devoted to promoting scholarship, research, professionalism, and excellence in counseling. This organization recognizes high attainment in the pursuit of academic and clinical excellence in the field of counseling. To be eligible one must maintain an overall GPA of 3.5 or better while enrolled as a graduate counseling student.

**Delta Mu Delta**
Delta Mu Delta is a national business honor society to promote higher scholarship in training for business and to recognize and reward scholastic attainment in business subjects.

**Kappa Delta Pi**
The purpose of Kappa Delta Pi shall be to promote excellence in and recognize outstanding contributions to education. To be eligible one must have no less than final-term sophomore standing and have a cumulative GPA of 3.25 or higher. See organization for more specific requirements.

**Lambda Pi Eta**
Lambda Pi Eta is the National Communication Association’s official honor society at four-year colleges and universities. Lambda Pi Eta recognizes, fosters, and rewards outstanding scholastic achievement while stimulating interest in the communication discipline.
Lambda Rho Chi
Lambda Rho Chi is an international counseling honors society. Prospective members must demonstrate the capacity to represent the best about professional counseling including appropriate professional behavior, ethical judgment, emotional maturity, and attitudes conducive to working to advocate for wellness and human dignity for all.

Lenoir-Rhyne Association of Nursing Students (LR-ANS)
LR-ANS is the organization for nursing students. Involvement in this organization serves as preparation for participation in the professional organizations that graduates may join following completion of the nursing program. Through participation the student develops leadership skills useful in a professional career and as a member of society. Membership is open to any nursing student. Activities include service projects, informative presentations, and social events.

MBA Association
The MBA Association is an organization whose primary purpose is to promote professional growth and serve as a communication network between the administration, faculty, alumni, and students. The MBA Association works to enhance the development of its MBA students, cultivate relationships that foster teamwork, and develop a relationship between the Association and the local business community. Membership is open to all students registered in the MBA program at Lenoir-Rhyne, all program faculty members, and select undergraduate students.

Mortar Board
Mortar Board is a national honor society recognizing college seniors for superior achievement in scholarship, leadership and service. Only a select few students on each campus are invited to join this esteemed society. LRU’s chapter was established in 2008.

Order of Omega
Order of Omega is a national academic honor society for students who also are members of Fraternity and Sorority Life. It focuses on scholarship, leadership, and the overall improvement of the campus and community.

Omicron Delta Epsilon
Omicron Delta Epsilon is the international economics honorary society. The society recognizes scholastic attainment in economics and promotes the professional aspects of economics for service in the academic world, business, government and international organizations.

Phi Alpha Theta
Founded in 1921, this History honorary society’s purpose is to acknowledge those individuals who have a deep abiding interest in the study of history as a discipline with either a major or minor in the subject. Membership is by invitation. History majors or minors at LR with excellent academic credentials who have completed at least 12 semester hours of history may apply. Phi Alpha Theta also includes LR faculty and staff.

Phi Beta Lambda
Membership in Phi Beta Lambda is designed to develop competent, aggressive leaders and strengthen the confidence of young men and women in themselves and their work in business, education, and professional endeavors. It also increases awareness of how businesses operate and helps students make intelligent career choices. Membership is open to all students who are business majors or have an interest in the way businesses serve the broader community.

Pi Gamma Mu
Pi Gamma Mu is the International Honor Society in Social Science with a mission to encourage and recognize superior scholarship in social science disciplines.

Pi Sigma Alpha
The purpose of Pi Sigma Alpha is the national political science honor society, and includes pre-law and international relations majors. The society stimulates productive scholarship and intelligent interest in the subject of government.
Pre-Professional Medical Society
The purpose of this society is to provide pre-professional medical students with the resources and information necessary for students entering a medical field. The organization assists students in the application process to medical or professional schools and helps them understand the responsibilities associated with their chosen field of study.

Psi Chi
All psychology (Psi Chi) majors with a GPA of at least 3.0 are encouraged to join this departmental organization. The group holds regular meetings with professional growth presentations, fundraisers, and opportunities to attend conferences.

Sigma Tau Delta
The International English Honor Society recognizes students in the field of English language and literature. The society inducts English majors and minors, as well as associate members, who demonstrate excellence and dedication in their written and oral coursework.

Sigma Theta Tau
Sigma Theta Tau recognizes achievement and leadership in the field of nursing and is composed of junior and senior nursing majors selected because of scholastic achievement and leadership potential.

Student Athletic Trainers Club
The purpose of this club is to foster a concern for the progress of sports medicine/athletic training, advance the standards of the profession, cooperate with the state and national professional organizations, participate actively in the affairs of the state and national associations, and provide an opportunity for participation in professional organization. Membership is open to all students actively involved in the Sports Medicine/Athletic Training Education Program.

Student Honors Council
The purpose of this organization shall be to provide cultural, scholastic, and service oriented opportunities to the entire student body of Lenoir-Rhyne University. While this organization sponsors many campus-wide activities open to any L-R student, council membership is based on an open application process.

Student North Carolina Association of Educators (SNCAE)
The purpose of SNCAE shall be to develop in prospective educators an understanding of the education profession, to provide for the united student voice in matters affecting their profession, to influence the conditions under which prospective educators are prepared, to advance the interests and welfare of students preparing for a career in education, to forward the aim of quality education, to promote and protect human and civil rights and to stimulate the highest ideals of professional ethics, standards, and attitudes.

Student Occupational Therapy Association (SOTA)
SOTA strives to generate an interest, increase community awareness, and facilitate a better understanding within the campus environment of the occupational therapist’s roles. SOTA also is committed to educating the campus and the student body about individuals with disabilities through demonstrations, open houses, and convocations. Membership is open to all LR students.

Theta Alpha Kappa
Theta Alpha Kappa is the only national honor society dedicated to recognizing the academic excellence in students and scholars in the fields of Religious Studies and Theology.

Upsilon Chi
A chapter of Lambda Pi Eta, Upsilon Chi is the undergraduate National Communication Honor Society of the National Communication Association (NCA) that recognizes achievement and leadership in the field of communication.

Fraternity and Sorority Life
Lenoir-Rhyne University has a long tradition of having Greek Social Organizations on campus. Many students find that these organizations provide opportunities for leadership, community service, and personal growth. All participants note, however, that Fraternity and Sorority Life provides for life-long memories of friends and fellowship.
LR’s Fraternity and Sorority Life currently has two governing bodies: Interfraternity Council and Panhellenic Council.

**Interfraternity Council (IFC)** is the governing body of the nationally affiliated fraternities on campus. Fraternity life provides male students opportunities for social activities and services to both the campus and the Hickory community. A student becomes a member by invitation following a recruitment period.

**Panhellenic Association** is the governing body of LR’s nationally affiliated sororities and is a part of the National Panhellenic Conference. The NPC organization was established to foster inter-fraternity relationships, to assist collegiate chapters of the member groups and to cooperate with colleges and universities in maintaining the highest scholastic and social standards. While each organization conducts its own program, they frequently come together as one sisterhood for special programs and events. Every sorority woman is a member of the Panhellenic Association. The Executive Council is elected from a slate of nominees representing the various women’s Greek organizations. The major responsibilities of the Executive Council are to establish and uphold rules governing recruitment activities for all sororities, to sponsor individual and group service projects, and to initiate other worthwhile campus activities.

Current sororities and fraternities include the following:

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<th>Women’s Groups</th>
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<tr>
<td>Delta Zeta</td>
<td>Pi Kappa Phi</td>
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<td>Kappa Delta</td>
<td>Omega Psi Phi</td>
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<td>Sigma Kappa</td>
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<td>Zeta Tau Alpha</td>
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**Risk Management for Greek Social Organizations**

Each member of an organization within LR’s Fraternity and Sorority Life program subscribes to the following *FIPG, Inc. Risk Management Policy* in addition to all LR policies:

**Education**

Each fraternity or sorority shall annually instruct its students and alumni/alumnae in the Risk Management Policy of FIPG, Inc. Additionally, all student and alumni/alumnae members shall annually receive a copy of said Risk Management Policy.

**Alcohol and Drugs**

1. The possession, sale, use or consumption of alcoholic beverages, while on chapter premises, during a fraternity event, in any situation sponsored or endorsed by the chapter, or in any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines.

2. No alcoholic beverage may be purchased through chapter funds nor may the purchase of same for members or guest be undertaken or coordinated by any member in the name of, or on behalf of, the chapter. The purchase or use of a bulk quantity or common sources of such alcoholic beverage, e.g. kegs or cases, are prohibited.

3. Open parties, meaning those with unrestricted access by nonmembers of the fraternity, without specific invitation, where alcohol is present, shall be prohibited.

4. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal “drinking age”).

5. The possession, sale, or use of any illegal drugs or controlled substances while on chapter premises or during a fraternity event or at any event that an observer would associate with the fraternity is strictly forbidden.

6. No chapter may co-sponsor an event with an alcohol distributor, charitable organization or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) where alcohol is given away, sold or otherwise provided to those present.

7. No chapter may co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters groups or organizations.

8. All new member activities associated with any chapter will be dry new member functions.

9. No member shall permit, tolerate, encourage, or participate in “drinking games.”
10. No alcohol shall be present at any pledge/associate member/ novice program, activity or ritual of the chapter.

**Hazing**
No chapter, colony, student or alumnus shall conduct nor condone hazing activities. Hazing activities are defined as:

“Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include, but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical or psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulation and policies of the educational institution, or applicable state law.”

See Section 5: Special Campus Policies on how to report any alleged hazing activity.

**Sexual Misconduct and Harassment**
Lenoir-Rhyne will not tolerate or condone any form of sexually abusive behavior on the part of any member, whether physical, mental, or emotional. This includes any actions that are demeaning, harassing or abusive to women or men including but not limited to sexual assault, date rape, gang rape, verbal harassment, intimate partner violence or stalking. [Note: See Section 5: Special Campus Policies in The Cub on how to report Sexual Misconduct and Harassment.]

**Fire, Health, and Safety**
1. All chapter houses should meet all local fire and health codes and standards.
2. All chapters should have posted by common phones emergency numbers for fire, police and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.
3. All chapters should comply with engineering recommendations reported by the insurance company. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house are expressly forbidden.

**MEDIA ORGANIZATIONS**
We have several organizations on campus that provide forums for creative and literary expression. Additionally, other organizations serve as platforms for editorial and annual reflection. Past participants have come from all areas of campus, so we encourage you to get involved!

**CANTOS**
Cantos, the campus literary and arts magazine, is published every spring, providing a forum for creative expression for all members of the Lenoir-Rhyne University community.

**HACAWA**
The HACAWA is the University’s yearbook. The term HACAWA stands for “Halls, Campus, Walls”. Students design and produce the yearbook each year under the guidance of a faculty advisor. The HACAWA has been published annually since 1909. The HACAWA will be making a transition to a modern online magazine during the next year.

**LR News**
Formerly known as The Lenoir-Rhynean and The Rhynean, LR News is the student newspaper. It is published regularly during the academic year.

**WLRZ**
WLRZ serves as the campus radio station. Students serve as the on-air personalities and design the format for daily broadcasts.
**RELIGIOUS ORGANIZATIONS**

Most major denominations are represented by student organizations. There are also interdenominational organizations that offer spiritual fellowship. While participation is optional, we challenge you to continue your spiritual and faith-based development while at Lenoir-Rhyne.

**Baptist Student Union (inactive)**

BSU is an organization affiliated with the Department of Campus Ministries of the North Carolina Baptist State Convention. BSU's purpose is to provide an enriching spiritual experience with our Most Supreme God and to offer a close fellowship with other Christians who choose to participate in its programs and activities.

**CRU**

CRU, formerly known as Campus Crusade for Christ, exists to provide regular opportunities to study and discuss the Bible, worship, and pray, all in a group setting, also to offer fellowship, encouragement, and spiritual nourishment. They seek to be a resource to the student body by offering opportunities to discuss spiritual matters and by providing materials in the form of speakers, videos, books and articles.

**Campus Ministry Forum**

Please see Pastor Andrew Weisner for more information.

**Fellowship of Christian Athletes**

The FCA strives to confront athletes and coaches with the challenge to follow Christ in fellowship with His Church. It also promotes service by members to the campus and the community.

**InterVarsity Christian Fellowship**

InterVarsity is an inter-denominational ministry to university students. They seek to build a Christian collegiate fellowship, develop disciples of Jesus Christ and engage the campus with the good news of Jesus Christ. Meetings consist of singing, games, testimonies, Bible Studies, and speakers.

**Lenoir-Rhyme University Nu Generation Gospel Choir**

The LR Gospel Choir was re-established in the fall of 2008. The choir's mission is to spread the word of Jesus Christ through music ministry. The choir sings at churches and other programs throughout the Hickory community and North Carolina.

**Lutheran Student Movement (LSM)**

LSM is a Lutheran-sponsored organization formed to provide a well-developed program of study, assembly, discussion, and action, and to support and advance the strengthening and development of the faith and life of the believer through his or her participation in the community of the Word and Sacrament. Membership is open to persons of all religious backgrounds.

**Catholic Campus Ministry**

Formerly known as the Newman Club, Catholics Campus Ministry is a locally-sponsored organization formed to serve, communicate, and educate our youth in Catholic awareness, fellowship, support, and spiritual growth. Students from all denominations are welcome to join.

**Ratio Christi**

The purpose for which the Ratio Christi is organized is to encourage and strengthen the faith of Christian students at public and private institutions around the world, while sharing Christ's message and love and by encouraging dialogue directed towards answering life’s pressing questions.

**Opportunities for Further Involvement on Campus**

In addition to the many honorary societies, academic clubs, and faith-based organizations; Lenoir-Rhyne University has many clubs to enhance your social, community, and civic awareness. There is sure to be something for everyone! Here is just a sampling of organizations...

**A Cappella Choir**

The LRU A Cappella Choir has been in existence for more than 75 years. It is a choral group dedicated to the performance of sacred a cappella music. The group has performed around the United States and internationally. Membership is earned through audition.
Art Club
The Art Club of Lenoir-Rhyne University works to promote an anti-bullying agenda through a common interest in the visual arts. Members bring awareness of bullying to campus and local community. Membership is open to all registered students.

Bears of Distinction
LR Bears of Distinction (BODs) work with the Admissions office. Group member activities include, but are not limited to giving campus tours and participating in Open Houses, Family Weekend and Membership Drives.

Black Student Alliance (BSA)
BSA’s mission is to represent Lenoir-Rhyne University through the eyes of the minorities on campus. The goal of this organization is to build a bond among minority students and then the campus as a whole. Membership is open to all LR students.

Campus Activities Board (CAB)
CAB provides entertaining and educational programming as well as offering leadership opportunities to a diverse campus community. It enhances and enriches the academic curriculum and provides a social outlet to promote unity among students, faculty, staff, alumni, and friends of the university. All students are invited to join CAB at any time during the year.

Cheerleaders and Sugar Bears
The Cheerleaders and Sugar Bears strive to promote and uphold school spirit; develop a sense of good sportsmanship among students, and better relationships between schools during athletic events. Men and women are chosen through annual tryouts and must maintain a 2.0 overall GPA.

College Democrats
The College Democrats work to educate students about the philosophy of the Democratic Party, assist in the election of local, state, and national Democratic candidates, affect political change on the local, state, and national level, and register others to vote.

College Republicans
The LR College Republicans work to make known and promote the principles of the Republicans Party among members of the Lenoir-Rhyne University campus and community. The group also works to encourage and develop conservative political discussion, discourse, and involvement on campus.

Communications Club
The Communications Club is a campus organization whose purpose is to recognize all areas of communications as a specialized field. They promote communications related careers to anyone in the L-R community, most especially students and utilize all facilities and outlets at L-R to help further their purpose as a campus organization. Membership is open to all in the LR community.

Debate Club
The Debate Club will work in conjunction with the Lenoir-Rhyne Debate Team to increase awareness of important social, political, and international issues, deliver fair and critical reflection on different sides of those issues, and be a resource to increase the quality of dialogue on campus and in our communities.

Economics Club
The primary purpose of the Economics Club shall be to create a campus-wide awareness of economic issues and to foster economic and financial literacy by providing a forum in which students interested in economic issues can debate and discuss and interact with faculty and outside experts.

El Club de Español
El Club de Español was established to develop an interest among students in the Spanish language and culture through different type of activities (recreational, community service, tertulias, movies, etc).

Environmental Club
The Environmental Club’s mission is to empower people to improve the environment through innovative actions and education programs that motivate others; to encourage youth to be active in the improvement of nature in their own communities and the world; to raise people’s awareness of
environmental issues; to provide support for political action; and to encourage the LR community to preserve their environment.

**Equestrian Club**
The Equestrian Club was created to provide opportunities for Lenoir-Rhyne students to participate in equestrian activities, to improve riding skills of club members, to increase student knowledge of the equestrian industry, to provide opportunities for competitive riding for interested club members and to encourage service to campus and community by participation in volunteer work.

**Gay Straight Alliance (GSA)**
GSA was established in 2005 to create an organization for the purpose of education, information, and collaboration. The organization hopes to eradicate ignorance while providing mentor support for Gay Lesbian, Transgender, Bisexual, and Questioning students on campus. All individuals of the campus community are welcome as members.

**Graduate Student Organization (GSO, Hickory)**
GSO was created on the Hickory Campus to cultivate a graduate student presence and culture on campus. This includes representing graduate students on relevant and appropriate University advisory boards and panels as well as being a sounding board for the graduate student population’s concerns and issues.

**Habitat for Humanity**
Habitat for Humanity International, Inc. is a nonprofit ecumenical Christian housing organization. Habitat works in partnership with people in need to improve their living conditions. Habitat for Humanity, Inc. of Lenoir-Rhyne University strives to assist individuals and groups who are interested in actively responding to the need for decent housing in their area and around the world. Membership is open to all LR faculty, staff, and students.

**HANDS**
The mission of HANDS is to promote social interaction between deaf/hard of-hearing and hearing students and to encourage deaf awareness on and off campus. Membership in HANDS is open to all LR students.

**International Club**
The primary purpose of the Club shall be to foster interest among LR students, faculty and staff in cross-cultural learning, on- and off-campus. The secondary purpose of the Club shall be to increase awareness of key international issues of importance to the LR community and the world. This club will run the already extremely successful LR I-Pal program and sponsor cultural events on campus. Membership is open to all University students, staff and faculty.

**Los Osos Ultimate Frisbee Team**
The Ultimate Frisbee Team was created to provide an opportunity for students to play and compete in campus, local, and regional Ultimate Frisbee tournaments.

**LR Stage Combat Troupe**
The purpose of LR Stage Combat Troupe is to provide a safe environment for students who are interested in staged fighting and fencing, and to provide theatre students with staged fighting skills that will help them in their future careers. Membership is open to any student. A liability waiver must be signed before membership is granted.

**LR Steppers**
LRU step team is established to demonstrate and build school spirit through the performing art of stepping; to build unity among its members and the Lenoir Rhyne University Community through stepping; to host social, cultural, and professional events for the Lenoir Rhyne University Community.

**Model United Nations**
The Model United Nations Organization is a campus group with the declared objective of enhancing understanding of and support for peaceful and collective resolution of conflict; the collective resolution of problems through cooperation; the advancement of human rights for all peoples; and the international structures and organizations that exist to achieve the above. Membership is open to all LR
students who are willing to commit to research, study, fund-raising, and appropriate representation of Lenoir-Rhyne University.

North Carolina Student Legislature
The Lenoir-Rhyne delegation is the university’s representative body to NCSL. The NCSL is a non-partisan organization that provides an opportunity for students to assemble as school representatives and, through the learning experience of the legislative process, appreciate the responsibilities of citizenship. Membership is open to any LR student in “good academic standing.”

Outdoor Adventure Club
The general objective of this club shall be to provide students with the opportunity to develop outdoor skills, participate in outdoor activities, promote physical fitness, build teambuilding skills, and to gain an appreciation of nature. The organization is open to all students, faculty, and staff at Lenoir-Rhyne University.

Playmakers
Lenoir-Rhyne Playmakers is an organization designed to stimulate interest in the dramatic arts and to provide practical experience in theatre. The Playmakers is involved in the presentation of several on-campus theatrical productions each year. Any member of the student body is eligible for membership.

Sign Troupe
The mission of Sign Troupe is to promote deaf awareness through sign language and to provide entertainment through music and choreography. This organization also encourages social interaction between deaf and hearing students and promotes deaf awareness on campus and in the community.

Society of Professional Journalists
The Society of Professional Journalists is a national organization which promotes and defends freedom of speech and freedom of the press. By participating in on-campus activities and attending regional conferences, students learn about the role of journalism in a free society and the career options available to journalists. Membership is open to all LR students.

Student Occupational Therapy Association (SOTA)
SOTA is an organization designed to promote the awareness of the field of Occupational Therapy as well as enhance the professional development of students enrolled in LRU’s OT graduate program. The organization offers graduate students the opportunity to attend national conferences as well as the ability to work with agencies both local and abroad to help the surrounding communities.

Student Government Association (SGA)
The SGA is the governing body for all student organizations and the student body. One of their many tasks is to allocate funds to student organizations to attend conferences, provide campus activities, and to improve their organizations for the benefit of student life at LRU. SGA also provides students with a representative voice on a variety of University committees as well as the Board of Trustees.

Transfer Student Association
The purpose of the TSA is to represent the transfer student population at Lenoir-Rhyne University, connect them to the resources available to them, encourage member’s social interaction through various opportunities, to ensure that their unique needs are being met, and their talents embraced.
Section 3: University Resources and Services

To successfully navigate the new and different rhythm of college life, many students need guidance and support. Lenoir-Rhyne University offers a wide array of resources to assist you in your academic pursuits as well as in managing your daily life.

Academic Advising
A student whose major is undeclared will be assigned an advisor through the Registrar’s Office or Academic Affairs. Advisor assignments for declared majors are made by the program chairperson and coordinated through the Registrar’s office. The student’s faculty advisor is a prime resource for assistance in understanding and organizing an academic program. Students may also seek academic assistance from the chairperson of any program or school. Students who are unsure of their advisor assignment should contact the Registrar’s Office. Any questions about a student’s academic record, the transferring of courses from other institutions, the computation of graduation requirements, the inaccuracy of recorded grades, a request for transcript, or veterans’ benefits should be directed to the Registrar. Students are further encouraged to contact their instructors each semester and to maintain contact with them. Faculty members’ post office hours and students should make every effort to honor these. However, students will generally find faculty members willing to confer with them at other times as well.

Bookstore
The University Bookstore is located on the lower level of the Cromer Center and is the distribution center for textbooks, as well as an on-campus center for other school supplies, personal toiletry items, certain health products, some clothing items, souvenirs and stationery items.

Campus Security and Safety
The University employs a staff of trained security personnel who are supervised by the Director of Security Services. The Security Services office is located in the Cromer Center. Campus Security may be reached by dialing Extension 7145 or 7146 from a campus phone. Security officers are directed to protect University property, enforce parking regulations, and assist any member of the campus community in an emergency situation. All who live and/or work on campus are expected to cooperate with officers as they perform their duties. For more information please see the Security and Safety brochure available from the Security office in the Cromer Center.

All crimes and suspicious persons should be reported immediately to an on duty security officer, using the following contact information: On duty security can be reached at x7146.

- **Security Office:** ext. 7145
- **Emergencies:** ext. 7146 (manned 24 hours a day)
- **By Text Message:** (828) 238-6588 or (828) 238-9562
- **Emergency Phones:** Emergency phones are located at the entrance to the 7th Ave. NE Parking Lot, in the Stadium Parking Lot and in front of each residence hall. All emergency telephones will give direct access to the security officer on duty and permit the caller to dial 911.

In addition to contacting Campus Security, victims of crimes are strongly encouraged to file a report with the Hickory Police Department, and Campus Security will assist victims in doing so, upon request.

For more information regarding Campus Security, including parking regulations, please see the Security and Safety Brochure available at the Information Desk or Security Office at the Cromer Center. Information and regulations are also available on the LR website.

Career and Professional Development Center
The Career and Professional Development Center (CPDC) is designed to assist students in coping with a wide variety of issues centering on career planning and professional growth and development. The CPDC supports the mission of LR for the development of the whole person and the preparation of students for a meaningful career both during and after university. The CPDC staff is committed to assisting the students at Lenoir-Rhyne to be able to cope in times of crisis, grow as individuals, explore their personal values and how this impacts their individual life decisions, and identify specific career interests and vocations, develop and appreciate their own unique identities, and make effective use of their personal and interpersonal skills.
Deaf and Hard-of-Hearing Student Services
The support services for deaf and hard-of-hearing students is housed with the Office of Disability Services. Services offered may include sign language interpreting, housing accommodations, note-taking services, accommodations in testing, academic advising, Sorenson Video Phones and assistive listening devices. The goal of this program is to fully integrate deaf and hard-of-hearing students into the academic, co-curricular, social, and residential life activities. The staff consists of sign language interpreters who are licensed by the state of North Carolina. Students may request services by submitting current documentation in the form of an audiological report less than 3 years old.

Dining Services
The LR Dining Hall is located in Cromer Center. Information regarding hours of operation can be found on the Campus Dining website: http://www.campusdish.com/en-US/CSSE/LenoirRhyne. Under the board plans, meals are available to resident students starting with dinner on the first day of orientation. Meals are available to returning students on the board plan starting with dinner on the day preceding their scheduled registration. No silverware, dishes, bowls, glassware or any other items may be taken from the dining hall at any time. Students may take one piece of fruit or an ice cream cone from the dining hall. No outside drink containers are permitted in the dining hall. The board plan does not include meals during University holidays.

“Room and board” is a package arrangement for residence hall students. Commuter students are required to purchase a small commuter plan through Campus Dining Services each semester. Lenoir-Rhyne offers food service to students in four locations on campus, including the Cromer Center Dining Hall, plus three retail service venues: The Bear’s Lair snack bar on the lower level of the Cromer Center, Provisions On Demand (POD) Store in Cromer Lobby, and Joe’s Coffee in the Cromer Center Atrium. The Dining Hall offers all-you-care-to-eat dining at every meal. The Bear’s Lair features sandwiches, wraps, grill items, snacks, and beverages as well as a Subway on a pay-per-item basis. "To Go" meals and convenience store items for students with busy schedules are also available in The Bear’s Lair. Joe’s Coffee serves Starbucks’ coffees and baked goods. You must show your LR ID card in order to eat in the Dining Hall. Shoes and shirts are required. Campus Dining Staff is available to help you select the right meal plan to suit your schedule, personal eating habits, and nutritional needs. For more information, call 828.328.7144, visit http://www.campusdish.com/en-US/CSSE/LenoirRhyne, or stop by the Campus Dining Services office located in the Dining Hall.

Disability Services
The Disability Services Office provides assistance to students with a variety of disabilities including physical disabilities, learning disabilities, psychological impairments, as well as chronic health conditions. The office also serves as an advocate for students with disabilities within the campus community. The ultimate goal is to ensure that students with disabilities have an equal opportunity to benefit from university programs. Lenoir-Rhyne makes available appropriate accommodations to university policies, practices and procedures as deemed necessary due to a documented disability. Students with disabilities should contact the Director of Disability Services as soon as possible to request accommodations. The Disability Services Office is located in the Cornerstone House.

Fitness Center
Lenoir-Rhyne University provides its faculty, staff, and students with quality exercise facilities through the McCrorie Center and the Shuford Physical Education Center. The fitness area in the McCrorie Center houses electronic exercise equipment such as bikes and treadmills as well as free weights and machine weight systems. In addition to the McCrorie Center, the Shuford Physical Education Center includes an Olympic-size pool, racquetball courts, Moretz Gymnasium, and a dance studio. Lenoir-Rhyne started a campus wellness program, Bears on the Move. This program is offered to faculty, staff and students to encourage individual and campus wellness. Through Bears on the Move, members receive points for exercising in the fitness center, running, swimming or taking part in any of the classes that we offer. Incentives are given when participants reach certain bench marks in the program. The goal is to emphasize a healthy lifestyle through campus wellness while stressing the importance of exercise.

Health Services
Student Health Services (SHS) is located on the main level of the Cornerstone House. Information regarding services and hours are available on the SHS webpage: http://student.lr.edu/student-health-center. The SHS is a walk-in acute care facility. Extended testing or services for special needs are available off campus at student’s expense. A nurse practitioner is available weekly; however, SHS is not equipped for emergencies with potential life threatening complications. Always call 911 for emergencies that are potentially life threatening. Residential students have an obligation to inform their Resident Director (RD) of serious medical conditions or of known
drug/environmental allergies in the event of emergency.

Medical Records: All students living on campus are required to have a physical examination on file in the SHS. All students taking 4 or more credit hours per semester must submit required immunizations per state law. Additionally, some academic programs have additional immunization requirements. Information regarding immunizations is detailed on the LR Student Medical Record. This is available online on LR’s Student Health Services webpage.

Health Insurance
LRU does not offer a basic health insurance plan for purchase to “domestic” undergraduate or graduate students. LRU highly encourages all students to have personal health insurance.

The only health insurance plan that LR offers is for international students. International students are required to take the international student insurance provided by Lenoir-Rhyne. The costs for fall and spring semesters will be updated each year and posted on the LR website. This coverage may be waived only by providing timely proof, in English, of coverage equal to or better than the coverage provided by Lenoir-Rhyne. Important: This is not a major medical health plan. The benefits are very limited.

Information Center
The campus Information Center is located in the Cromer Center. The main University telephone number is 828.328.1741. On-campus calls to offices and residence halls may be made by dialing the extension number directly. If the extension is unknown, call x7696 (or 828.328.7696 for off-campus calling) for name dialing. Dial “9” to secure a line for a local or toll free number. Dial “0” to reach the University Switchboard. The Information Center is also known as the “Fish Bowl”.

Information Technology
The Office of Information Technology is located in the newly remodeled Information Technology House, next door to the Koinonia House. IT is responsible for Internet access, wireless access, e-mail accounts, passwords, computer labs, telecommunications and the campus network. We are here to assist you with taking full advantage of the available technology while on campus. If you have questions or need assistance with any technology related issue, please call the Help Desk at 828.328.7350 – local or 866.520.2459 – toll-free. The Help Desk is available 24 hours a day, 7 days a week.

International Students
Many students who come from other countries to study at LR have special needs and concerns. In addition to the many government forms they periodically must interpret, complete, and file, international students frequently need assistance in understanding and adjusting to a new culture and environment. The Office of International Education maintains relevant information from the government, and has available those forms which foreign students will need to know and complete. All international students must show proof of adequate health insurance.

Library
The library provides information resources to support student learning and services to facilitate the effective use and sharing of these resources. In addition to the Carl A. Rudisill Library, students are served by the Music Library and the Alex Lee Career Center Library. Our collection includes a large array of electronic resources in addition to books, periodicals, DVDs, CDs, and other formats. Electronic resources are available 24/7 from either on or off campus. Complete information about library collections, services and hours can be found on the library’s website: http://library.lr.edu. Librarians are eager to assist students with locating and evaluating information resources; one is available most hours the library is open. You may contact a librarian at the reference desk, by using the IM feature on our web pages, by emailing refdesk@lr.edu, or by calling the circulation desk at 828.328.7677. When the resources needed are not found at Lenoir-Rhyne, the library can borrow materials from other libraries on your behalf. Librarians also meet with classes or individuals to provide in-depth instruction tailored to course assignments.

To check out materials from the library, students present a current valid ID card. Most books may be borrowed for one month; curriculum lab and juvenile materials circulate for one week. Most audiovisual software and hardware may be checked out; software circulates for one week and equipment for one day. Reserve materials circulate for shorter periods of time, varying from a few hours to three days. Materials may be renewed in person, by calling the circulation desk at 828.328.7677, or through the “My Account” feature of the online catalog. There is a fine of $.25/day per item for overdue books and most other materials. The late fine for
reserve materials is $.25 per item per hour. If materials have not been returned after several notices, students are billed for replacement costs, associated fees, and accumulated fines. Policies on fines and replacement charges are always posted on the library website.

Lohr Learning Commons
Located on the 2nd floor of the Carl A. Rudisill Library, the Lohr Learning Commons draws together a suite of academic services, learning and computer labs, co-curricular programs, and enrichment opportunities that support and enhance the educational pursuits of Lenoir-Rhyne students. Opportunities for tutoring and group study groups are available as well as the University Study Hall program. Our vision is to provide the most comprehensive and effective academic support to our student body. We accomplish this task by (HELP):

- Helping students adjust maladaptive study habits, techniques and strategies to foster greater collegiate academic success;
- Equipping students with useful resources that will positively impact their academic success;
- Leveling professor/student classroom expectations;
- Partnering with students for maximum academic success.

Multicultural Programs
The Office of Multicultural Affairs exists to promote a climate where all students, regardless of ethnicity, feel a part of the Lenoir-Rhyne University community. We contribute to the campus through programming, speakers, diversity discussions and promoting the culture of current students. We also share a responsibility of encouraging ethnic students to become an active part of the Lenoir-Rhyne community. The Office of Multicultural Affairs is located on the first floor of the Lineberger Building.

Personal Counseling
Located in the Cornerstone House, the Office of Personal Counseling adheres to national professional ethical principles and codes of conduct, as well as NC state regulations regarding confidentiality and ethics. Services include short-term individual and group counseling catered to the needs of each student, assessment of personality traits, appropriate referrals for additional services, and outreach activities.

Religious Life
Lenoir-Rhyne is affiliated with the Evangelical Lutheran Church in America and is committed to a particular expression of the Christian faith. The University also provides opportunities for individuals from various Christian traditions to extend their involvement in and to deepen their commitment to their faith. Many Christian denominations (and other religious traditions) are represented within the student body. Both denominational and interdenominational religious groups offer students opportunities for fellowship and spiritual growth. The University Pastor serves as a spiritual leader to the university community, a counselor to the students and faculty, and coordinator of religious activities. A weekly chapel service is held each Wednesday from 10 a.m.-10:40 a.m. in Grace Chapel to provide members of campus community an opportunity to share in prayers, praise, and thanksgiving. Student groups, faculty, and athletic teams are not to have meetings, classes, or practices during Chapel time. Also, a daily celebration of the Holy Eucharist (holy communion) is offered at 3:00 p.m. (Monday-Friday) in Grace Chapel. All students and staff are prayed for by name each week by the Pastor and prayer partners. A Bible study is led by the University Pastor each Thursday evening at 10:00 p.m. in the Cromer Center. Students are welcome at all area churches.

Writing Assistance
The Writing Center is located in the Lohr Learning Commons in Rudisill Library, 2nd Floor. The Lenoir-Rhyne Writing Center offers free, confidential assistance with writing to students in all disciplines. Students who visit the Center have the opportunity to receive assistance with their writing from specially trained undergraduates or faculty members. In addition, the Writing Center conducts a series of workshops on writing for students and workshops for faculty development. Free handouts on the writing process and writing in various disciplines are also available upon request. Students may contact the Writing Center to arrange for an appointment or may walk in during regularly scheduled hours when consultants are available.

Additional Campus Services

Check Cashing
The Business office will cash checks Monday-Friday between the hours 8:30 am – 5 pm. They will cash L-R university work study checks, checks payable to student from his/her family, checks up to $50 from a student’s personal account payable to “LR Petty Cash”, LR Expense Reimbursement up to $50, and LR travel advance checks up to $50. They will not cash other payroll checks, student account refund checks, two-part checks,
and government checks. There is a $25 return check fee on all returned checks. They redepot all returned checks unless you call to make other arrangements. If it is returned again, there will be another $25 return check fee charged.

**Commuting Student Services**

Commuting students are strongly encouraged to participate in the community. Commuting students often have concerns and needs related only to them. Students are encouraged to use the Cromer Center, The Cave, Dining Services, Joe’s Coffee Shop, and the Bears’ Lair (among other locations) while on campus. These locations provide comfortable locations to relax, study, and meet other members of the campus community. Two commuter students are elected each year to serve on the Executive Cabinet of the Student Government Association (See SGA By-Laws, Article III, Section 2). Commuters are strongly urged to communicate with their representatives and to share ideas at called meetings. While the Student Health Service is established primarily for use by residence students, the SHS staff will provide medical attention to commuting students in the event of an illness on campus.

**Emergency Phones**

Emergency phones are located at the entrance to the 7th Ave. NE Parking Lot, in the Stadium Parking Lot and in front of each residence hall. All emergency telephones will give direct access to the security officer on duty and permit the caller to dial 911.

**Housekeeping**

Housekeeping is responsible for the upkeep of the interior of our buildings. Housekeeping staff work in the public areas including lounges, hallways, community baths and laundry rooms.

**ID Cards**

All new students receive one free ID card. Any lost or stolen ID card must be reported to the Information Center so that a replacement card can be issued. **ID cards must be carried at all times and be presented upon request by any University Official.** Students are required to have their ID card to use Workout facilities. It is very important to keep the ID card’s secure to prevent theft.

**Motor Vehicle Registration**

All students, faculty, staff of the University who operate a motor vehicle on the campus are required to register the vehicle with the Security Office. The cost to register a vehicle is $40 for the first vehicle and $10 for each additional vehicle. The Security Staff publishes a brochure that outlines the regulations and pertaining to use of vehicles on campus as well as a list of fines for violations of these policies. This information can also be found at the LR website. Parking decals can be purchased in the Cromer Center at the Information Desk.

**Post Office**

The campus mail service is operated in contract with the US Postal Service and is subject to its rules and regulations. A student’s mailing address should include the following:

- Student’s Name
- Box XXXX, Lenoir-Rhyne University
- Hickory, North Carolina 28603

Mailboxes are located adjacent to the University Bookstore and are assigned by the Bookstore staff. All full-time residential students should report to the University Post Office for the assignment of a mailbox. Students may retain their same boxes from year to year provided that they make their advanced tuition payments by the announced deadline each year and turn in a mail forwarding card to the post office.

**Recycling**

The University encourages students, faculty, and staff to recycle. In the residence areas, recyclables (brown, green and clear glass, aluminum, and plastic) are to be collected in individual room bins and sorted by each residence area. Recycling bins are also located throughout campus.

**Storage**

Unfortunately, there is no provision for storage on campus other than in someone’s individual residential room. Once the academic year is complete, all items must be removed from residential rooms.

**Student Center**

The Voigt R. Cromer University Center is the hub of campus activities for students, faculty, staff and alumni. The exercise of common courtesy and good judgment will help to make the Cromer Center an inviting place.
Animals (except for registered service animals) are not permitted in areas of the Center which serve/sell food.

All posters/signs hung in the Center (or around campus) must be approved by the Office of Student Life.

Skateboarding, using roller skates/Blades, and wearing cleated shoes are not permitted.

Bicycle parking/storage inside the Center is not permitted. Outside racks are available.

Contact the Event Services Manager for additional information regarding the policies and procedures governing the Cromer Center.

**Telephone Services**

The university phone system provides services throughout the campus and the residence halls. For specific information about telephone services provided in the residence halls, please see the section under Residence Hall Services. Deaf or Hard of Hearing students can use Relay by calling 711. TTY’s are located on 2nd floor, Rhyne lobby, Library, Living Learning Center, Cromer Center, Admissions, and Pastor’s Office.

Long Distance Relay Calls: To place calls locally, there is no charge for dialing the toll-free number for RELAY. Anyone using RELAY to place a long distance call from LR will need to inform the operator about how to bill the call at the time the phone number is given to the operator. Long distance RELAY calls from LR can only be placed by using a calling card or credit card.

**Using Email**

An e-mail account is provided to all students at LRU as the primary means of communication among community members. Lenoir-Rhyne partners with Google’s Gmail to provide student email accounts. Your account is defined by your user name, which is assigned by the IT department. The IT office will also assign your password, which may be changed at a later date.

Once you have obtained your email account information, go to [http://mail.google.com/a/lr.edu/](http://mail.google.com/a/lr.edu/) and follow the instructions for logging in and activating your account.

**Special Note**: It is of utmost importance that students maintain anti-virus software on their personal computers. IT does not service student computers. Therefore, should a student’s computer be disabled by a virus, he or she will need to take it to an outside company for repair. For any IT related issues or questions, please contact the Help Desk at 828.328.7350 or toll-free at 866.520.2459. The Help Desk is available 24 hours per day, seven days per week.

**Vending Machines**

Vending machines with snacks and drinks are located in most academic buildings and the Cromer Center.
SECTION 4: General Campus Policies

When becoming a member of any community, you are given many rights as well as responsibilities. Lenoir-Rhyne University’s community of learners is no different. We all have to work together to maintain a campus culture that is inviting and engaging. As such, the University has developed a set of general campus policies to ensure that all students, faculty, and staff members are respected and valued, yet safe.

Alcohol
See the section on Alcohol and Controlled Substances under Section 5: Special Campus Policies.

Animals
While pet owners are allowed to walk their leashed animals around campus, animals will not be permitted to continually roam the grounds and buildings. Registered Service animals are allowed inside all campus facilities; however, registered therapy animals are only allowed in the student’s on-campus residence. See Section 6: Residence Life for additional information regarding animals/pets on campus.

Bikes, Mopeds, & Motorcycle Policy
Students are allowed to keep vehicles on campus with appropriate registration. Vehicles with gasoline engines (including motorized bicycles) and bicycles may not be parked in hallways, foyers, stairwells, or other indoor public areas. Helmets should be worn in compliance with state law.

Clery Act
See the section on Clery Act Compliance under Section 5: Special Campus Policies.

Conduct
There is a mutual obligation for all members of the resident community to conduct themselves in a respectful and mature fashion and to be responsible for their behavior. LR discourages disorderly, abusive, and/or antagonistic behavior. The Honor Code extends to all areas of campus conduct including Residence Area policies and violations. Such behavior includes, but is not limited to: intoxication, disrespect, vulgar or foul language, excessive noise/volume, hazing and/or harassment. Therefore, you should be aware that Residence Hall and student conduct violations are direct infractions of the Lenoir-Rhyne University Student Code of Conduct and Statement of Academic Integrity, found in Section 1: That to Which We Ascribe.

Damages to Property
All students are expected to assist campus officials in maintaining university facilities. A student or group of students who willfully damage(s) any portion of the University’s physical plant shall be held accountable for the repair/replacement of the damage, and shall be subject to appropriate judicial sanctions. Where individual responsibility cannot be determined, the University will identify the smallest responsible group (hall, unit, organization, etc.) and demand accountability for damage cost/repairs. Responses to vandalism and/or damage may include fines, replacement costs, labor, administrative fees, judicial action and/or criminal prosecution. Anyone tampering with or damaging a vending machine, washing machines, etc. may be charged $300.00 plus repair/replacement costs as well as prosecution.

Demonstrations & Campus Disruptions
The University requires that any demonstrations be scheduled and cleared with the Assistant Provost & Dean of Student Life at least 48 hours in advance. Students who engage in any type of campus disorder that is disruptive to the normal academic and/or administrative activities of the University will be subject to possible suspension and, depending upon the nature and severity of the incident, subject to prosecution by civil authorities.

Dress
The dress of LR students should be appropriate for the occasion and should reflect good taste. Health, safety and cleaning requirements necessitate the wearing of shirts and shoes in the Cafeteria, the Bears’ Lair, classrooms and administrative buildings.

Emotional Support Animal Guidelines
An Emotional Support Animal/Comfort Animal is defined as an animal that is selected or prescribed to an individual with a disability by a healthcare or mental health professional to play a significant part in a person’s treatment process in alleviating the symptoms of that individual’s disability. An emotional support animal does not assist a person with a disability with activities of daily living, and does not accompany a person with a disability at all times. An emotional support animal is not a “Service Animal” as defined by the ADA.
An Emotional Support Animal/Comfort Animal is permitted in University housing facilities, under the Fair Housing Act, only when approved as a reasonable accommodation by the Disability Services Office for residents with diagnosed disabilities and approved by Residence Life. For specific question, contact the Director of Disability Services in the Cornerstone House.

**False Identification**

If you are approached by any Lenoir-Rhyne University staff member/other official authority, you are required to present your valid LR ID or driver’s license. Failure to do so is a serious violation resulting in disciplinary action.

**Felonies**

The conviction of a felony on or off campus as named in local, state, or federal law carries the recommended penalty of disciplinary expulsion. Individuals convicted of felonies are not guaranteed readmission to the University. Individuals charged with felonies may be subject to campus removal and/or involuntary withdrawal depending on the nature of the charges.

**Fire Safety**

Fires are not permitted inside ANY university residence area. This includes, but is not limited to open burners or flames, charcoal grills, gas grills, deep fryers, candles, incense, and/or any flammable substances. Halogen lamps are considered a fire hazard and are prohibited on campus. Do not store or use flammable liquids (gasoline, propane, turpentine, kerosene, etc.) in your room.

**Grade Appeal**

See the section on Grade Appeals under Section 5: Special Campus Policies.

**Grievances**

All complaints or grievances asserted against a student will be handled in accordance with the LRU Student Grievance Procedures. All complaints or grievances asserted against a member of the University faculty, staff, or administration should be directed to one of the following:

- Dr. Katie Fisher, Dean of Student Life: 828.328.7246, Katie.Fisher@lr.edu
- Peter Kendall, Vice President for Finance: 828.328.7100, kendallp@lr.edu
- Dr. Larry Hall, University Provost: 828.328.7112, Larry.Hall@lr.edu
- Rick Nichols, Dir. of Human Resources: 828.328.7387, Rick.Nichols@lr.edu
- Dawn Floyd, Dir. of Compliance/Title IX Coordinator: 828-328-7040, Dawn.Floyd@lr.edu

Such grievances will be handled in accordance with the applicable University policies and procedures pertaining to faculty, staff and administrators. See the section on Grievance Policy and Procedures under Section 5: Special Campus Policies.

**Illegal Substances**

The University prohibits the unlawful possession of alcohol and illicit drugs by students, either on University property or at any University-sponsored activity. This prohibition extends to activities sponsored by groups or organizations related to the University; and it extends to off-campus professional activities, including professional conferences, where attendance by students is sponsored, wholly or in part, by the University or by organizations related thereto. Furthermore, the University reserves the right to discipline members of the University community who, in other situations, whether on campus or off, are found to be in violation of federal, state and local laws related to the use of controlled substances. For specific details the Alcohol and Controlled Substances under Section 5: Special Campus Policies.

**Intellectual Property**

The University Technology Advisory Committee has created a policy on intellectual property. Sections of the policy directly related to student works are printed below; however, the policy on intellectual property in its entirety may be obtained from the Office of the Assistant Provost & Dean of Student Life.

**OBJECTIVES**

Inventions, discoveries, copyrightable works and other creative works that have the potential to be brought into practical use may result from the activities of University employees in the course of their duties or through the use, by any person, of University resources such as facilities, equipment, or funds.

The primary purpose of this Intellectual Property Policy is to provide the necessary protections and incentives to
encourage both the discovery and development of new knowledge and its transfer for the public benefit; a secondary purpose is to enhance the generation of revenue for the University and the creators. The University is guided by the following objectives:

(i) To ensure that the educational mission of the University is not compromised;
(ii) To optimize the environment and incentives for research and for the creation of new knowledge at the University;
(iii) To bring the products of creative efforts into practical use for the public benefit as quickly and effectively as possible; and ensure that the University benefits financially from any product directly marketed from University-supported research.

STUDENT WORKS
Copyrightable works prepared by students as part of the requirements for a University degree program are deemed to be the property of the student but are subject to the following provisions:

1. The original records (including software) of an investigation for a thesis or the development of a project are the property of the University but may be retained by the student at the discretion of the student's major program. In cases of dispute, the matter shall be referred to the University Technology Advisory Committee.
2. The University shall have, as a condition of the degree award, the royalty-free right to retain, use and distribute a limited number of copies of the thesis, together with the right to require its publication for archival use.
3. Creative works developed by a student (including software) employed by the University are owned, not by the student, but by the faculty member or the University as provided by this Policy.

Notice to Appear Before a University Official
Students are expected to respond to requests to appear before a University official. Failure to respond to such requests may result in disciplinary action.

Off-Campus Misconduct
Disciplinary action by the University may be taken against students and/or organizations who engage in off-campus misconduct. Secondly, students involved in campus activities that occur off campus are expected to abide by all university policies.

Posting Information/Advertising
All material posted on campus must be approved by the Office of Student Life. Only information that directly pertains to the campus community will be approved. No advertisements of solicitation will be posted except with approval of the Office of Student Life. All information/advertisements must be posted on bulletin boards or other designated areas. Posting information on painted surfaces, glass, or outside wall areas is not permitted. Students posting information must supply tape, staples, etc. and remove announcements following the event. Advertisements for alcohol or events involving alcohol (by on or off campus groups) are not permitted on campus. A university official may remove unapproved information/posters/advertisements.

Resident students, recognized campus organizations, and any other on-campus groups wishing to advertise with the residential areas on campus must comply with the following rules:

• Deliver all advertising materials to the Residence Director (RD) of the residence area (if applicable). The RD insures fair/equal posting and will suggest posting locations in the residence area. RD’s initial and approve the posting of all advertising material. Staff members will remove materials posted without an RD’s signature.
• Limit the size and content of advertising materials to a maximum of 3 x 5 feet for banners/large posters and 8 x 11 inches for all other information
• “Under the door” and “door to door” solicitation or advertising is not allowed.
• Direct or indirect advertising of bars, alcoholic parties or alcoholic beverages is not allowed.

RAVE Alert
RAVE Alert is LRU’s emergency notification system. The emergency notification system will be used in instances where imminent and/or persistent danger is present. Other campus issues of concern will be relayed via LR email. Each student should sign-up as soon as you enroll at https://www.getrave.com/login/lr. Students should the same log in information that you use to log into your email, myLR, and CANVAS accounts. It is highly recommended that everyone sign up during the first few days on campus.
Records & Files of Students
In compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974, students attending LR are permitted to inspect and review their own educational records, including academic transcripts, financial records, and disciplinary action upon written request to the university official who serves as custodian for the type of record to be reviewed. Records access is given within 45 days of receipt of the request. LR reserves the right to refuse to permit a student to inspect the following records: financial statement of parents, letters of recommendation for which the student has waived the right of access, records connected with an application to LR if that application was denied, and records which are excluded from the FERPA definition of educational records. The University may deny transcripts or copies of records not required to be made available through FERPA if the student has an unpaid financial obligation to the University or if there is an unresolved disciplinary action against that student. Normally, the University may disclose information labeled as “Directory Information.” This information includes name, address, telephone number, date and place of birth, major field of study, participation in recognized university sports, weight and height of athletes, dates of attendance, degrees and awards and previously attended school. The University may disclose any of these items without prior written consent unless notified in writing to the contrary by September 1 of each academic year.

Student Academic Records: See the General University Catalog.

Student Health Records: The Student Health Center maintains the security, confidentiality, and integrity of student health records. Student health records include all required student health forms required upon matriculation, student immunization records (required by NC state law), and other documentation that may have been needed for individualized appointments. The Health Insurance Portability and accountability Act or HIPAA privacy rule provides the guidelines by which student health records may be accessed by anyone other than the student. Student health records are maintained for seven (7) years in locked filing cabinets in secured storage rooms. Health records are shredded upon being purged from the files.

Student Mental Health Records: The Cornerstone Center (University Counselor) maintains the security, confidentiality, and integrity of student mental health records. Student mental health records include all required student mental health forms including, Consent for Treatment and Notice of Confidentiality, progress notes documenting individual sessions, and Consents for Release of Information, as well as any additional documentation/information pertaining to each individual student seen for mental health counseling. The Health Insurance Portability and Accountability Act or HIPAA privacy rule provides the guidelines by which student mental health records may be accessed by anyone other than the student. Student mental health records are maintained for seven (7) years in locked filing cabinets in director’s office. Mental health records are shredded upon being purged from the files.

Student Judicial Records: The Office of Student Life maintains the security, confidentiality, and integrity of student judicial records. Judicial records include academic and or social conduct violations. Students’ judicial records are retained for seven (7) years from the date of most recent enrollment or graduation from the University whichever is longer, provided that the student was not suspended, expelled, prohibited from future enrollment, or otherwise withdrawn for disciplinary or medical reasons. Retained records will be kept in locked filing cabinets in secured storage rooms. Student judicial records will be shredded upon being purged from the files.

Note: Records of students who were suspended, expelled, prohibited from future enrollment, or otherwise withdrawn for disciplinary or medical reasons may be retained indefinitely.

Release from Liability—Off campus and Intramurals
The University assumes no responsibility for accidents or injuries incurred while students are engaged in off-campus activities or as a result of participation in intramural sports. Intramural participation is completely voluntary. It is strongly recommended that all participants have a physical examination and secure adequate medical insurance prior to participation. Certain risks are inherent in outdoor recreational activities, in travel and in residence in foreign countries. The University assumes no liability for these voluntary activities.

Roofs of Buildings
Roofs of all campus structures are off-limits to students. Students found in violation may be subject to student disciplinary action.

Sexual Misconduct and Sexual Harassment
See the section on Sexual Misconduct under Section 5: Special Campus Policies.
Skateboarding
Recreational skateboarding is prohibited on campus.

Smoking/Tobacco Use
In compliance with the mandates of the Catawba County Board of Health and in an effort to provide a healthier environment for LR, smoking, vaping, as well as all tobacco use, is prohibited in all residence halls, apartments, and academic buildings.

Solicitation
It is the policy of the University that solicitation of employees and students upon University premises by or on behalf of any business, club, society, or organization is strictly prohibited. This prohibition applies to all persons from on or off campus and covers solicitation in any form, including membership, payment of money, subscription, or sales. A limited number of exceptions to the above may be granted by the Assistant Provost & Dean of Student Life. Anyone soliciting in the residence areas should be reported to the Residence Director, the Director of Residence Life, and/or Security.

Title IX
See the section on Title IX under Section 5: Special Campus Policies.

Trespassing
The University reserves the right to issue a “No Trespassing” order to any person whose presence is deemed unsuitable. Subsequent trespassing on the University grounds will result in civil and/or criminal action.

Weapons and Firearms
Lenoir-Rhyne University strictly prohibits the possession or use, whether openly or concealed, of any weapon or ammunition (even if the individual has a concealed handgun license) while on university-owned. Examples of “weapons” include, but are not limited to: the use of any object as a weapon or in a threatening manner; guns, rifles, pistols, bullets, explosives, bombs, grenade, mine, BB guns, air soft guns, paint pellet guns, bow and arrows, sling shots, bowie knives, dirks, daggers, switch-blade knives, blackjack, metallic knuckles, throwing stars, knives of more than six inches when opened and any other weapon of any kind. LR considers firearm ammunition, “water balloon launchers”, BB/Pellet Guns, Paintball guns and “wingers” as weapons. Persons found responsible for possession of the above may be reported to law enforcement personnel, will be escorted off the campus and will not be allowed on university-owned property in the future.

Weather
When weather conditions pose a travel hazard for faculty, staff and students, the University may elect to delay or cancel classes. The LRU Website as well as the “Weather Hotline” [328-SNOW (828-328-7669)] will be updated as needed to reflect weather related changes in the class schedule.

Withdrawal from University
Any student that desires to withdraw from the University during the semester must clear the withdrawal through several campus offices. Students should contact the Registrar’s office for more information on the withdrawal process. Prior to withdrawal a student must fulfill any monetary obligations to the University; some students may be eligible for refunds according to the refund policies located in the University Catalog. Any student who leaves during the semester without officially withdrawing may lose any refund due and may be refused a transcript. Any student who stops attending classes without properly withdrawing from school may receive failing grades in all courses. These standards do not preclude removal from the University or University housing in accordance with the provisions of the housing agreement or other University rules or regulations. Involuntary administrative withdrawal is addressed in Emergencies & Exigent Circumstances found in Section 5: Special Campus Policies of this Handbook.
SECTION 5: Special Campus Policies

There are certain policies and guidelines that must be adhered to by **all** students so that everyone may live comfortably and safely in the university community. Please remember that all students are obliged to obey federal, state, and local laws.

**Alcohol and Controlled Substances**
As an institution of higher education, LRU requires all students to comply with federal, state and local laws related to the use of alcoholic beverages, narcotics and other drugs. LRU further requires all students to comply with NCAA guidelines concerning the use of drugs, including the NCAA prohibition on the use of anabolic steroids and stimulants by student athletes.

**Where to Go for Help:** Lenoir-Rhyne University’s Counseling Office offers individualized assessment, substance abuse counseling and education for students, available upon request, to assist with any alcohol or substance abuse problems. For assistance dealing with substance abuse issues, individuals should contact one of the following:

- Student Health Center 828.328.7181 or 828.328.7959
- Jenny Smith, University Counselor 828.328.7252, Jenny.Smith@lr.edu
- Andrew Weisner, University Pastor 828.328.7248, Andrew.Weienser@lr.edu

**Policy Statement:** The University prohibits the unlawful possession of alcohol and illicit drugs by students, either on University property or at any University-sponsored activity. This prohibition extends to activities sponsored by groups or organizations related to the University; and it extends to off-campus professional activities, including professional conferences, where attendance by students is sponsored, wholly or in part, by the University or by organizations related thereto. Furthermore, the University reserves the right to discipline members of the University community who, in other situations, whether on campus or off, are found to be in violation of federal, state and local laws related to the use of controlled substances.

**Alcohol and Controlled Substance Sanctioning Committee:** The following Lenoir-Rhyne University officials will be responsible for issuing sanctions related to consumption, distribution, and possession of alcohol and controlled substances: Dean of Students, Director of Counseling, Director of Residence Life, Faculty Athletics Representative, and Director of Security. These individuals will be referred to as the “Sanctioning Committee.”

**Specific Detail:**

**Alcohol**
Recognizing that alcohol creates some of the most serious social problems in our society and that the use thereof causes pain and/or death to countless numbers of persons each year, the University recommends abstinence with regard to the use of alcoholic beverages. Lenoir-Rhyne University seeks to inform students about laws governing the use of alcohol; to discourage the illegal use and abuse of alcohol, whether on campus or off; and to educate persons who either misuse alcohol or enable other persons to misuse alcohol.

North Carolina General Statutes: 18B-102. All members of the University community are expected to comply with North Carolina statutes prohibiting the use of alcoholic beverages by persons younger than 21 years of age. Specifically, it is against the law:

- to sell or give beer, wine, liquor or mixed beverages to anyone younger than 21 years of age;
- for a person younger than 21 years of age to purchase or possess beer, wine, liquor or mixed beverages;
- to use fraudulent identification or to permit the use of one’s identification by another in order to obtain alcohol illegally.

The University expects members of the University community to abide by state laws governing the use of alcohol; and, therefore, it prohibits the use of alcohol by persons who are younger than 21 either on campus or at campus-related events. Although the University does not sanction the use of alcohol,
themselves in a positive manner. In the event that alcohol is discovered in student rooms anywhere on campus, and provided neither student is 21 or older, the alcohol will be confiscated, and additional sanctions will be imposed. Your special attention is called to the following:

- even where consumption of alcohol is legal, alcohol, whether open or closed, should not be publicly displayed on campus;
- where the legal use of alcohol results in behavior which is disruptive, disrespectful, destructive, loud or threatening, sanctions up to and including suspension and expulsion may be imposed;
- alcohol may not be used as an award or trophy for any event or program of the University or by any University organization, group or individual.

**Alcohol Use Policies**

The possession or consumption of alcoholic beverages by LRU students is prohibited except in accordance with the provisions set forth below.

1. Behavior and the consequences of said behavior are the responsibility of the individual student. Intoxication, intoxicated conduct and resulting behaviors are subject to the disciplinary processes and sanctions set forth in the Student Grievance and Judicial Procedures, found in Section 8 of this Handbook. Such behavior may also be subject to the legal processes of civil and criminal law.
2. The display of alcohol in public areas is prohibited. Students over 21 years of age and possessing alcohol for their own personal use and consumption may transport that alcohol through “public areas” only in a closed container in a bag, or a cooler. The consumption or display of alcoholic beverages in public areas is prohibited except at a registered event involving alcohol. (For purpose of this policy, the term “public area” shall refer to any University building, room, external area, or property other than the interior boundaries of the student’s private residence room. The interior boundaries of the residential houses of organizations, meaning on-campus organizational houses where access and privileges are limited to members of that organization, shall not be considered to be common or public areas of the campus for the purposes of the alcohol policy. Members of these organizations may meet in these areas at the discretion of the organization. Legal personal possession and consumption of alcohol in these areas including externals such as decks or porches shall not be prohibited. When deemed necessary, security officers may ask organizational officers to clear the porches and/or decks.)
3. The possession or use of kegs and alcohol paraphernalia (bongs, funnels, etc.) on campus is prohibited. All bulk quantity common source containers are prohibited.
4. Advertisement regarding alcohol and alcohol-related events and activities must adhere to the following guidelines:
   a. University publications will not accept advertisements promoting alcohol use or events at which alcohol will be present.
   b. Fliers, posters, and advertisements regarding events at which alcohol will be present are prohibited.
   c. Invitations to events at which alcohol will be served must be addressed to specific individuals and placed in campus mailboxes. Mass Distribution of non-specific invitations by any means is prohibited.
5. Students must follow all laws relating to the purchase, possession, and consumption of alcohol.
6. No student shall permit, tolerate, encourage or participate in “drinking games”.
7. All provisions of the Lenoir-Rhyne Student Alcohol Policy are enforced year round, including all breaks and summer sessions.
8. LRU students are responsible for the conduct of their guests, including alcohol violations. LRU students and student organizations may incur disciplinary sanctions as a result of guest violations.
9. Abusive Drinking will not be tolerated. Abusive drinking is defined as:
   a. Use of alcohol, which leads to medical consequences such as passing out, blackouts (loss of memory), gastritis (vomiting, retching), physical injuries, or other medical problems.
   b. Use of alcohol in association with inappropriate behavior such as: verbal abuse, physical abuse, failure to comply with a university official, property damage, any behavior that violates the LRU Statement of Academic Integrity and Student Code of Conduct, found in Section 1 of the Handbook, recurring episodes of intoxication, a single episode of intoxication in which the Assistant Provost & Dean of Student Life believes that the level of intoxication posed a risk to the student’s health or well-being.
Provisions for Alcohol use in the Residence Hall and Residential Houses
In addition to the provisions listed above, the following provisions apply to alcohol use in the residence facilities:

1. All halls with first-year students are housed are designated as alcohol-free residence areas. No alcohol is permitted under any circumstances in these halls or rooms.
2. Students who are at least 21 years old may possess alcoholic beverages for their own use in their residence hall room, but public display of excessive amounts of alcohol containers is prohibited.
3. Students who are at least 21 years old may consume alcoholic beverages in their residence room and the residence room of other 21-year-olds, except for any provisions noted above.
4. Students who are at least 21 years old, who are members of an organization with a residential house may consume alcohol within the confines of their residential house and deck/porch.

Events Involving Alcohol
Any student organization wishing to hold an event where alcohol is present (a party) must adhere to the following additional policies:

1. Each group must send at least one representative from its executive cabinet to an Alcohol Education Workshop sponsored each semester by the Office of Student Life. Organizational advisors are strongly encouraged to attend.
2. A party is defined as a group of (8) eight or more people when alcohol is present. In the Living-Learning Center and Price Village, a party is defined as a group of (15) fifteen or more people in one apartment when alcohol is present.
3. Open parties, meaning those with unrestricted access by nonmembers of that organization, shall be prohibited. Parties will be by invitation only to a pre-determined number of guests. The invitation list may not be larger than 100 names and must be filed in the Assistant Provost & Dean of Student Life office with the party permit 1 week in advance of the event. A Campus Activity Board (CAB) activity open to the entire student body would be the only exception to this category. Such an event would require prior approval by the Assistant Provost & Dean of Student Life.
4. Each group must complete and submit a Party Permit to the Assistant Provost & Dean of Student Life at least 1 week prior to the planned event. Blank Party Permits are available in the Assistant Provost & Dean of Student Life office.
5. Food must be served at all events involving alcohol. Non-alcoholic, closed container beverages must be available at all times during the event.
6. The event will be limited to four hours. Events may go until 2 a.m. on Friday and Saturday nights. A Thursday night event may go until midnight. Events involving alcohol are prohibited Sunday through Wednesday.
7. Kegs and other bulk quantity common source containers are prohibited.
8. Students who live in residential houses may register their house and attached deck/porch for an alcohol event. Alcohol is not allowed on the grounds surrounding residential houses.
9. Students who live in residence halls may register various approved locations on-campus for alcohol events. Alcohol events will not be approved in residence halls. A list of approved locations is available in the Assistant Provost & Dean of Student Life office.
10. Binge drinking is defined as 5 or more drinks in one sitting and is not acceptable by the Lenoir-Rhyne community.
11. A legal-age student who transports alcohol anywhere outside of an area where legal consumption has been approved must cover the closed container in a bag, or a cooler.
12. Advertisement (including party invitations) for events involving alcohol sponsored by student organizations must conform to the guidelines listed in the General Provisions.
13. All fraternities and sororities must abide by the provisions laid out in the FIPG’s Risk Management Policy.
14. Failure of a campus group to exhibit responsible behavior, abide by the conditions established by this policy, or provide adequate security for members and invited guests may result in the group’s loss of privileges for one full year from that date or for the remainder of the current school year plus the entire next year. National organizations will be notified in the case of fraternity and sorority violations.
15. University officials may enter a party at any time.
16. Glass containers of any kind are prohibited.
Effects of Alcohol Abuse
Even minimal consumption of alcohol may affect behavior, but the abuse of alcohol ordinarily has acute or chronic effects.

Acute
Even low doses of alcohol may have acute effects: (1) most vehicular accidents among persons aged 15 to 24 are related to drinking; (2) aggressive acts, such as abuse of family/friends and acquaintance rape, are almost always related to alcohol abuse; (3) mental functions may be impaired, making it difficult for a person to process and remember information. High doses of alcohol can cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses may produce similar effects.

Chronic
Repeated use of alcohol can lead to dependence, in which case sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs, such as the brain and the liver. Some studies suggest that brain cells are actually destroyed permanently by high levels of alcohol.

For legal and/or moral reasons, the following guidelines should apply wherever alcohol is available at off-campus events:

- Alcohol should not be provided by organizations or individuals to persons not known to be 21 years old or older
- The sale of alcohol should be prohibited unless the distributor is licensed by state or local authorities
- Individuals, groups of individuals or organizations who influence excessive and/or harmful consumption of alcohol through games, peer pressure, subterfuge or other activities should know that they are subject to stern disciplinary action both by the University and by external authorities
- Any organization or group of individuals which sponsors an event where alcohol is available should provide alternative food and beverages during the duration of time when alcohol is available
- Any individual, group of individuals or organization which sponsors an event where alcohol is available should consider the effects, including noise and parking, upon the community where the event is scheduled. Specifically, such events should not be scheduled where noise pollutes residential communities or where people park on private property other than that of the hosts
- Litter should not be allowed to accumulate, even temporarily

Sanctions for Violations Involving Alcohol
Although sanctions may be increased for exceptional violations, the following sanctions are typical for possession, consumption or distribution of alcoholic beverages in violation of University policy. The Sanctioning Committee will determine the level of violation. Academic departments, athletic teams, and co-curricular organizations may have a stricter alcohol policy than the outlined policy below. These policies must be on file with the appropriate department head and/or Dean of Students prior to an incident occurring.

Possession/Consumption
Level 1 Offense
- $50 fine
- Notification of violation sent to coach and Athletic Director/on campus supervisor and, as needed, a parent/guardian.
- Alcohol assessment with the Counseling Department, which must be completed within ten days of issuing sanction (with possible additional sessions required). Failure to complete the assessment by the given deadline will result in a University hold being placed on the student’s account and an additional $50 charge. A $50 fine will also be charged to the student’s account if the student no shows for their scheduled appointments with the Counseling Department.
- Students must complete the initial counseling assessment and all other sanctions prior to representing LRU in any capacity (e.g., serving as a tour guide, presenting off-campus, intercollegiate or co-curricular competitions).

Level 2 Offense
- $50 fine
- Notification of violation sent to coach and Athletic Director/on campus supervisor and parent/guardian.
- Alcohol assessment with the Counseling Department, which must be completed within ten days of issuing sanction (with possible additional sessions required). Failure to complete the assessment by the given deadline will result in a University hold being placed on the student’s account and an additional $50 charge. A $50 fine will also be charged to the student’s account if the student no shows for their scheduled appointments with the Counseling Department.
- A minimum of 10 hours of community service will be required. The community service hours are to be completed in the time frame given by the Sanctioning Committee. Failure to complete the hours in the allotted time frame will result in a hold and another $50 fine. Failure to complete the above requirements in the time frame specified will result in the individual being unable to represent LRU in any capacity.

Level 3 Offense
- All sanctions in the second offense will be reissued, with possible removal from campus housing and/or possible suspension from representing LRU in any capacity (e.g., serving as a tour guide, presenting off-campus, intercollegiate or co-curricular competitions). Sanctioning committee will determine the length of any suspension.

Illegal Distribution
1st Offense
- Sanction for selling alcohol illegally or for illegally abetting, purchasing, or distributing alcohol to individuals younger than 21 years of age include a $100 fine and probation for remainder of academic year.
- Depending on the severity of the offense, a suspension or expulsion may also be considered.

2nd Offense
- Sanction will include a $250 fine.
- Additionally, the student will be either suspended or expelled, depending on the severity of the offense.

Failure to Enforce University Policy, University Recommendations, or North Carolina General Statutes
Where organizations fail to enforce University policies, University recommendations or legal statutes involving the distribution, possession or use of alcohol, sanctions ranging up to suspension or expulsion of the organization may be imposed.

Typical sanctions for students involved in anti-social behavior while intoxicated are as follows:

Abuse of Persons
Intoxicated persons who abuse persons should expect expulsion and referral to law enforcement agencies. Abuse of persons includes, but is not limited to, assault, battery, intimidation and insubordination.

Abuse of Property
Intoxicated persons who violate the property rights of others must make restitution within time frame given by University official issuing sanction. Typically, minimal sanctions for the first offense include a fine. Sanctions may also include loss of campus housing, disciplinary probation, referral to law enforcement agencies, suspension or expulsion. Upon the second offense, students should expect suspension or expulsion from the University and referral to enforcement agencies.
Public Drunkenness or Driving Under the Influence (DUI)
Sanctions for typical offenses are the same as those listed for possession/consumption. A charge or arrest for these actions will be treated as such. The sanction committee will determine the offense level.

Off-campus Events
Although the University ordinarily is not in a position to police off-campus events, it should be understood that any person or any group of persons who aids or abets others in securing alcohol may be liable not only for aiding or abetting, but also for personal injuries or property damages resulting from misconduct by those who are intoxicated. Organizations and officers of such organizations may also have such liabilities. Therefore, in part because they are intended to help persons or groups avoid such liabilities, it behooves individuals, groups of individuals or organizations to comply with the following guidelines. Furthermore, should it become evident that individuals, groups of individuals or organizations who/which are members of the University are unlawfully furnishing alcoholic beverages to persons who are not of the legal drinking age or using alcohol in games or as prizes, such individuals, groups of individuals or organizations may be subject to stern disciplinary action by the University. Such action may include the withdrawal of the organizational charter or the expulsion or termination of individuals.

Controlled Substances
Lenoir-Rhyne University will maintain a strict policy regarding the illegal possession, consumption, and/or distribution of all illicit drugs and controlled substances (including prescription medications without a valid prescription) that are classified as Schedule I, II, III, IV, or V. These include but are not limited to: Heroin, LSD, Marijuana, Ecstasy, Peyote, Vicodin, Cocaine, Methamphetamines, OxyContin, Adderall, Ritalin, Anabolic Steroids, Testosterone, Xanax, Valium, Ambien, Tramadol, Robitussin AC, and Lyrica.

Controlled Substances Use Policies
The illegal possession or consumption of controlled substances by LRU students is prohibited at all times.

Provisions for Controlled Substance use in the Residence Halls and Residential Houses
The illegal possession or consumption of controlled substances is prohibited in LRU Residence Halls and Residential Houses.

Events Involving Controlled Substances
The illegal possession or consumption of controlled substances is prohibited at any LRU or LRU-related events.

Effects of Controlled Substance Abuse
Even minimal use of controlled substances may affect behavior, but the abuse of controlled substances can lead to acute or chronic effects.

Acute
Even low doses of controlled substances may have acute effects; these include but are not limited to: illusions, depression, violent behavior, anxiety, disorientation, slurred speech, increased pulse rate and blood pressure, nausea. High doses of controlled substances can cause coma and death.

Chronic
Repeated use of controlled substances can lead to dependence, in which case sudden cessation of substance use is likely to produce withdrawal symptoms. These symptoms include but are not limited to: irritability, tremors, panic, cramps, nausea, anxiety, convulsions, depression, disorientation, psychosis, and death. Long-term use of controlled substances can also lead to permanent damage to vital organs, such as the brain, heart, and liver.
Sanctions for Violations Involving Controlled Substances

Possible sanctions for any student participating in the use and/or distribution of illicit drugs and controlled substances include, but are not limited to the following sanctions: fines, sessions with the University Counseling department, community service, scholarship reduction, probation, suspension, expulsion, and any other necessary sanction deemed fit by the University. The Sanctioning Committee will determine the level of violation. Academic departments, athletic teams, and co-curricular organizations may have a stricter controlled substance policy than the outlined policy below. These policies must be on file with the appropriate department head and/or Dean of Students prior to an incident occurring.

For any charge or arrest regarding a citation for Driving While Impaired (DWI) or controlled substance possession or paraphernalia will be treated as a positive test for controlled substances.

Possession and/or Use

Level 1 Offense - sanction will include:

- $85 fine
- Suspension of all intercollegiate participation according to the chart below. Suspension will begin immediately and be applied to current/future regular and postseason competition until completed. The Dean of Students will determine all other suspensions.

<table>
<thead>
<tr>
<th>Sport</th>
<th>Dates of competition</th>
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<tbody>
<tr>
<td>Baseball</td>
<td>7 Games</td>
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<tr>
<td>Basketball</td>
<td>4 Games</td>
</tr>
<tr>
<td>Cheer/Dance</td>
<td>4 Games</td>
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<tr>
<td>Cross Country</td>
<td>1 Dates of competition</td>
</tr>
<tr>
<td>Football</td>
<td>2 Games</td>
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<tr>
<td>Golf</td>
<td>3 Dates of competition</td>
</tr>
<tr>
<td>Lacrosse</td>
<td>3 Games</td>
</tr>
<tr>
<td>Soccer</td>
<td>3 Games</td>
</tr>
<tr>
<td>Softball</td>
<td>7 Games</td>
</tr>
<tr>
<td>Swimming</td>
<td>2 Dates of competition</td>
</tr>
<tr>
<td>Tennis</td>
<td>4 Dates of competition</td>
</tr>
<tr>
<td>Track and Field</td>
<td>3 Dates of competition</td>
</tr>
<tr>
<td>Volleyball</td>
<td>4 Matches</td>
</tr>
</tbody>
</table>

- Athletic scholarship reduction of 15% to current year award
- Completion of an initial assessment with the Counseling Department within 5 days (with possible additional sessions required)
- Eligible to be randomly tested at any time
- Parent/guardian will be contacted through phone call and/or letter
- Coach and Athletic Director/on-campus supervisor will be contacted
- Completion of 10 hours of community service within 30 days
- Judicial probation for one calendar year
- Students must complete the initial counseling assessment and all other sanctions prior to representing LRU in any capacity (e.g., serving as a tour guide, presenting off-campus, intercollegiate or co-curricular events).

Level 2 Offense - sanction will include:

- $200 fine
- Completion of an initial assessment with the Counseling Department within 5 days (with possible additional sessions required)
- Suspension of all intercollegiate participation according to the chart below. Suspension will begin immediately and be applied to current/future regular and postseason competition until completed. The Dean of Students will determine all other suspensions.

Baseball 25 Games
Basketball 13 Games

...
<table>
<thead>
<tr>
<th>Sport</th>
<th>Number of Games/Dates of Competition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cheer/Dance</td>
<td>10 Games</td>
</tr>
<tr>
<td>Cross Country</td>
<td>3 Dates of competition</td>
</tr>
<tr>
<td>Football</td>
<td>6 Games</td>
</tr>
<tr>
<td>Golf</td>
<td>10 Dates of competition</td>
</tr>
<tr>
<td>Lacrosse</td>
<td>9 Games</td>
</tr>
<tr>
<td>Soccer</td>
<td>9 Games</td>
</tr>
<tr>
<td>Softball</td>
<td>28 Games</td>
</tr>
<tr>
<td>Swimming</td>
<td>8 Dates of competition</td>
</tr>
<tr>
<td>Tennis</td>
<td>13 Dates of competition</td>
</tr>
<tr>
<td>Track and Field</td>
<td>9 Dates of competition</td>
</tr>
<tr>
<td>Volleyball</td>
<td>14 Matches</td>
</tr>
</tbody>
</table>

- 75 hours of community service to be completed within 120 days
- Eligible to be randomly tested at any time
- Possible scholarship reductions/cancellation to current year award, determined by coach, up to 100%
- Parent/guardian will be contacted through phone call and/or letter
- Coach and Athletic Director/on-campus supervisor will be contacted
- Remain on judicial probation for one calendar year from the offense date
- **The student must complete all sanctions prior to representing LRU in any capacity. (e.g., serving as a tour guide, presenting off-campus, intercollegiate or co-curricular competitions).**

**Level 3 Offense – sanction will include:**
- Suspension or Expulsion
- **The student is permanently banned from representing LRU in any capacity. (e.g., serving as a tour guide, presenting off-campus, intercollegiate or co-curricular competitions).**

**Illegal Distribution**
The illegal distribution, delivery or sale of any narcotic, hallucinogenic drug or other controlled substance while on University property or while attending a university-related event is strictly prohibited.

First offense - Suspension or expulsion

**Illegal Possession of Drug Paraphernalia**
The illegal possession and/or use of drug paraphernalia, including, but not limited to, roach clips, bongs, pipes or rolling papers, while on University property or while attending a university-related function is specifically prohibited. Hookahs are also banned from Lenoir-Rhyne University.

Sanctions may include mandatory referral to the Counseling Department for assessment. Additional sanctions, including, but not limited to, fines, the loss of campus housing or suspension, may be imposed.

Typical sanctions for students involved in anti-social behavior while under the influence of controlled substances are as follows:

**Abuse of Persons**
Persons who are under the influence of a controlled substance who abuse persons should expect expulsion and referral to law enforcement agencies. Abuse of persons includes, but is not limited to, assault, battery, intimidation and insubordination.
Abuse of Property

Persons under the influence of a controlled substance who violate the property rights of others must make restitution within the time frame given by University officials issuing sanction. Typically, minimal sanctions for the first offense include a fine. Sanctions may also include loss of campus housing, disciplinary probation, referral to law enforcement agencies, suspension or expulsion. Upon the second offense, students should expect suspension or expulsion from the University and referral to enforcement agencies.

Campus Computing Policies and Rules

The University community is encouraged to use the University’s computer facilities for research and instruction. All members of the University community who use the University computing and information resources must act responsibly. Every user is responsible for the integrity of these resources. All users of University-owned computing systems must respect the rights of other computing users, respect the integrity of the physical facilities and “security measures” and respect all pertinent license and contractual agreements. It is the policy of Lenoir-Rhyne that all members of its community act in accordance with these responsibilities, relevant laws and contractual obligations and the highest standard of ethics. The University reserves the right to limit, restrict or extend computing privileges and access to its information resources. In order to facilitate the ethical and responsible use of computers, equipment, software, and networks, the guidelines are established for review on the LRU website. Instructors, administrators, or unit heads may impose additional requirements or restrictions in connection with course or unit of work.

The following actions are violations of Campus Computing resources:

- Using computer equipment software, networks, and accounts for purposes other than those for which they are assigned.
- Deliberately attempting to degrade the performance of a computer system or deprive authorized personnel of resources or access to any University’s computer system.
- Using another person’s account (even if you have permission) unless it is a special group account.
- Attempting to discover another user’s password.
- Copying or transferring any of the computer software provided by Lenoir-Rhyne without valid written authorization. The use of illegally copied software is considered a criminal offense and will be dealt with as such.
- Attempting to bypass standard procedures.
- Allowing unsupervised children in the computer laboratories.
- Using the computer to send, view, or use obscene, abusive, or threatening messages.
- Smoking, eating or drinking at terminals, computers, or any other computer equipment. Any other rules relating to the building housing the lab must also be observed.
- Making excessive noise that may disturb others working in the lab.
- Using more than one computer at a time.
- Collecting or discarding output other than your own without the owner’s permission; printing out information and leaving it lying around.
- Being irresponsible in the use of your accounts and failing to protect each account’s password.
- Failing to report unauthorized use of your accounts to Information Technology.
- Not cooperating with the IT requests for information about Technology, lab assistant, or other appropriate University authorities about computing activities. Under certain unusual circumstances, IT may access your computer files.
- Not taking reasonable and appropriate steps to see that all hardware and software license agreements are faithfully executed on any system, network, or server that you operate.
- Playing games on the lab computers.

Additional Campus Computing Policies

- Student Accounts: All students at the University receive a university electronic mail account.
- Guest Accounts: No accounts will be created or maintained for anyone other than students, faculty, and staff.
- General Limits on Use: There are limits on the amount of disk space available on the network server. Network users are encouraged to maintain only active, frequently used files on their accounts.
those networks, the University will treat this matter as an abuse of your computing privileges
• Circumventing or attempting to circumvent normal resource limits, logon procedures, and security regulations
• Using computing facilities, computer accounts, or computer data for purposes other than those for which they were intended or authorized
• Sending fraudulent computer mail, breaking into another user’s electronic mailbox, or reading someone else’s electronic mail without his or her permission
• Sending any fraudulent electronic transmission including
• Playing games on lab machines
• Violating any software license agreement or copyright,
• Violating the property rights of copyright holders who are in possession of computer-generated data or reports.
• Using the University’s computing resources to harass or threaten other users.
• Taking advantage of another user’s negligence to gain access to any computer account, data, software, or file that is not your own and for which you have not received explicit authorization to access.
• Physically interfering with other users’ access to the University’s computing facilities.
• Encroaching on others’ use of the University’s computers; printing excessive copies of documents, files, data, or programs; modifying system facilities, operating systems; attempting to crash or tie up a University computer; damaging or vandalizing University computer facilities, equipment, software, or computer files.
• Disclosing or removing proprietary information, software, printed output or magnetic media without the explicit permission of the owner.
• Reading other users’ data, information, files, or programs on a display screen, as printed output, or via electronic means without the owner’s explicit permission.
• Violating intellectual property policies of the University.

Disclaimer: The University cannot be held liable for losses of any kind. The University cannot guarantee privacy of mail and/or files.

Electronic Mail Policies
• **Purpose**—Electronic mail services are to be provided by University organizational units in support of the teaching, research, and public service mission of the University, and the administrative functions that support this mission.
• **Users**—Users of University electronic mail services are to be limited primarily to the University community for purposes that conform to the requirements of this Section.
• **Non-Competition**—University electronic mail services shall not be provided in competition with commercial services to individuals or organizations outside the University.
• **Restrictions**—University electronic mail services may not be used for: unlawful activities; commercial purposes not under the auspices of the University; personal financial gain (except as permitted under applicable academic policies); personal use inconsistent with user responsibilities; or uses that violate other University policies and guidelines regarding intellectual property, or regarding sexual or other forms of harassment.
• **Representation**—Electronic mail users shall not give the impression that they are representing, giving opinions, or otherwise making statements on behalf of the University or any unit of the University unless appropriately authorized (explicitly or implicitly) to do so. Where appropriate, an explicit disclaimer shall be included unless it is clear from the context that the author is not representing the University.
• **False Identity**—Electronic mail users shall not employ a false identity. Electronic mail may, however, be sent anonymously provided this does not violate any law or this or any other University policy, and does not unreasonably interfere with the administrative business of the University.
• **Interference**—University electronic mail services shall not be used for purposes that could reasonably be expected to cause, directly or indirectly, excessive strain on any computing facilities, or unwarranted or unsolicited interference with others’ use of electronic mail or electronic mail systems.

Internet Policies
The University computing resources are intended to enable the institution to carry out its responsibilities of education, research, and public service. Therefore, these functions have priority in using computing resources. Students may use computing resources for electronic communications with faculty, staff, other students and maintenance outside the University community, and to utilize available information resources on the...
Note: The full version of these policies is located in the following offices: Office of the President, Provost, Vice-President of Business and Finance, Assistant Provost & Dean of Student Life, Information Technology and the Registrar.

Security and Confidentiality in Computer Use
- The confidentiality of electronic mail cannot be assured.
- University employees cannot seek out, use, or disclose without authorization “personal or confidential” information, and employees must take necessary precautions to protect the confidentiality of personal or confidential information encountered in the performance of their duties or otherwise.
- Notwithstanding the previous paragraph, users should be aware that on occasion network and computer operations personnel and system administrators may, during the performance of their duties, inadvertently see the contents of electronic mail messages.
- The University attempts to provide secure and reliable electronic mail services. However, the security and confidentiality of electronic mail cannot be guaranteed. Furthermore, operators of electronic mail services have no control over the security of electronic mail that had been downloaded to a user's computer.

Clery Act
The Jeanne Clery Act requires institutions to publish and distribute an annual security report containing campus policies and procedures as well as campus crime statistics. Specific reports may be found at http://security.lr.edu/.

Grade Appeals
Lenoir-Rhyne University (LRU) takes seriously the concerns and academic complaints of its students. LRU will provide a prompt response to all written complaints, including those complaints challenging course grades.

Grade Appeals alleging discrimination or harassment based on race, age, religion, physical or emotional disability, or sex (which includes gender discrimination, gender identity discrimination, sexual orientation discrimination, sexual harassment and sexual violence) should be reported in accordance with the University’s Nondiscrimination policy, found under this Special Policies Section of the Handbook. Such complaints will not be adjudicated through the course grade appeal process.

LRU will work to resolve student course grade appeals as quickly as possible; however, the time period for resolution will depend largely on the nature of the complaint and the response required. It is the goal of LRU that written course grade appeals will be resolved within a period not to exceed 60 days; however, the time period for resolving appeals will depend largely on the facts and circumstances at issue and may be expanded where necessary and appropriate to reach a resolution. Course grade appeals may not be submitted prior to course grades being released in MyLR. Mid-term grades may not be appealed. (Note: If the course grade appeal pertains to perceived discrimination, harassment, or an assault, the student should immediately proceed to the University Grievance policy.)

A student having what s/he believes to be a substantive reason for a course grade appeal should, wherever possible and reasonable, attempt to discuss the problem with the instructor and reach an informal resolution.

If the student is dissatisfied with the informal resolution, is unable to reach an informal resolution, or chooses not to engage in the informal resolution process, the student should put her/his course grade appeal in writing (electronic or hard copy) to the appropriate school chair no later than 30 days after the posting of final grades at the end of the relevant semester. The University reserves the right to dismiss course grade appeals that are not submitted within this time period, and any appeals made later than the mid-term of the following full semester (fall/spring) will not be considered.

After receiving the written course grade appeal from the student, the appropriate school chair will conduct a prompt and thorough investigation as warranted by the circumstances to resolve any factual disputes. Confidentiality will be respected to the fullest extent possible in connection with this investigation, with individuals being informed or notified of the course grade appeal only on a need to know basis. In connection with this investigation, the school chair may determine that an informal hearing is necessary as part of his or her investigation to resolve any outstanding issues of fact.
dissatisfied party has the option to appeal to the appropriate college dean. If either the student or the faculty member disagrees with the college dean’s written determination, the dissatisfied party has the option to appeal to the appropriate provost for a final determination.

**Hazing & Bullying**

Lenoir-Rhyne expressly forbids all types of hazing and bullying of individuals or groups of individuals. Moreover, hazing is a violation of North Carolina statutes 14-35 and 14-36, and as such, may be punishable by criminal proceedings. North Carolina law defines “hazing” as subjecting another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group.

In addition to the behavior prohibited by North Carolina law, LRU forbids as hazing and bullying any action taken or situation created intentionally, whether on or off campus premises, to produce mental or physical discomfort or embarrassment in others. Hazing and bullying may also include the harassment or ridicule of others. Example of hazing include the following: use of alcohol, paddling in any form, creation of excessive fatigue, physical and psychological shocks, quests, treasure hunts, scavenger hunts, branding or tattooing, head shaving, road trips or any other such activities, wearing of public apparel which is conspicuous and not normally in good taste, engaging in public stunts and buffoonery, and morally degrading or humiliating games and activities.

**HIV/AIDS**

Lenoir-Rhyne does not discriminate against HIV/AIDS positive students. In the interest of the health and safety of the university community; however, the University reserves the right to make necessary adjustments to practice or policy.

**Intimate Partner Abuse & Domestic Violence**

Intimate partner abuse, sometimes referred to as “relationship abuse,” is when one partner to an intimate relationship uses abuse (whether physical, emotional, psychological or otherwise) to gain power and control over the other person. It includes physical violence against the other party to a present or past intimate relationship, commonly known as “dating violence” and “domestic violence.” It also includes, without limitation, any act or threatened act of violence against a person who is, or has been involved in, a dating, spousal, sexual, or other intimate relationship with the perpetrator. It may involve one act or an ongoing pattern of behavior. Intimate partner abuse can encompass a broad range of behavior, including, but not limited to, physical violence, sexual violence, emotional violence, and economic abuse. Intimate partner abuse may take the form of threats, assault, property damage, or violence or threat of violence to one’s self, one’s sexual or romantic partner, or to the family members or friends of the sexual or romantic partner. Intimate partner violence affects individuals of all genders, gender identities, gender expressions, and sexual orientations.

**Involuntary Withdrawal due to Emergencies & Exigent Circumstances**

Notwithstanding the LRU Student Grievance Procedures, a student may be involuntarily or administratively withdrawn from the University or from University housing or may be removed from University property upon a determination by the administration (typically, the Assistant Provost & Dean of Student Life) that the student may pose a threat or an imminent danger to the student and/or others, or may cause significant property damage or directly impede the normal activities of others. Additional circumstances which may necessitate the withdrawal from the University will be assessed on a case-by-case basis. In the event the student disagrees with the involuntary withdrawal or removal, he or she may request that the Assistant Provost & Dean of Student initiate a grievance proceeding, during which time the student will remain withdrawn or removed, pending a final decision in the grievance process.

**Nondiscrimination**

As a recipient of federal funding, LRU is bound to comply with federal law prohibiting discriminatory conduct, including Title IX. LRU is committed to providing equal employment and educational opportunities without regard to race, color, national origin, religion, gender, gender identity, age, sexual orientation, disability or veteran status, unless permitted by law. Title IX and other laws prohibit the University’s discrimination upon any such basis, and the University complies with all applicable federal, state, and local laws governing nondiscrimination in employment and education. This policy of equal opportunity extends to all aspects of employment, including, but not limited to, recruitment, hiring, training, promotion, transfer, reassignment, demotion, discipline, discharge, performance evaluation, compensation and benefits. In addition, the University adheres to this philosophy in the administration of all student activities.
If any student feels he or she has been a victim of any discriminatory conduct by a member of the University community (including staff, faculty, or administration), the student should immediately contact one of the following individuals:

- Dr. Katie Fisher, Assistant Provost/Dean of Student Life: 828.328.7246, Katie.Fisher@lr.edu
- Peter Kendall, Senior Vice President for Administration and Finance: 828.328.7100, kendalp@lr.edu
- Dr. Larry Hall, University Provost: 828.328.7112, Larry.Hall@lr.edu
- Rick Nichols, Dir. of Human Resource: 828-328-7387, Rick.Nichols@lr.edu
- Dawn Floyd, Dir. of Compliance/Title IX Coordinator: 828-328-7040, Dawn.Floyd@lr.edu

Any questions or inquiries concerning the Title IX or any concern regarding discrimination at the University may also be referred to the federal Office of Civil rights (website: www2.ed.gov/ocr).

**Mental Health Emergencies**

A student who experiences a psychological emergency, including threatens or attempts to harm himself/herself, may be required to leave campus. He or she may be required to have a psychological evaluation. If the psychological emergency involves a community disturbance or disruptive behavior and/or requires supervision to maintain the safety of the student or others, the student may be required to remain off campus. The student’s parent(s) or guardian may also be notified. In appropriate circumstances, if the student is allowed to remain enrolled, he/she will be required to sign an Agreement to Return to Campus (developed by the Behavioral Intervention Team), which documents conditions for remaining enrolled and/or in residence, including for example required outpatient treatment. In such a situation, the student or his/her family will be responsible for all off-campus costs including transportation to the hospital, the initial evaluation, and any hospitalization costs or outpatient treatment.

**SEXUAL MISCONDUCT POLICY**

1) **Policy Statement**

Lenoir-Rhyne University (LRU) is committed to creating and maintaining a safe and healthy environment where all members of the community, students, faculty, staff and guests are treated with respect and dignity at all times. The University wishes to make explicit its abhorrence of language, behavior, and attitudes that intimidate, offend or demean members of the University community. This policy concerns one form of gender-based discrimination: Sexual Misconduct. Sexual Misconduct of any type by any member of the University community (which includes, without limitation, faculty, staff, students, and their guests) is strictly prohibited. The University encourages those who experience or observe forms of Sexual Misconduct to bring such incidents to the attention of those individuals that carry special responsibility for responding to allegations of Sexual Misconduct. Accusations of Sexual Misconduct against any member of the University community will be expeditiously investigated and adjudicated pursuant to the procedures established in this policy statement.

2) **Scope of Policy**

This Sexual Misconduct Policy is intended to supersede and replace all other policies in force at the University that address the reporting and adjudication of allegations of Sexual Misconduct. Moreover, this policy shall govern all conduct, circumstances, procedures and allegations that in any way involve Sexual Misconduct, and to the extent any provision of any other University policy or procedure would conflict with or be inconsistent with this policy, this policy shall control.

3) **Types of Sexual Misconduct**

Below are several common forms of Sexual Misconduct. Because Sexual Misconduct can take many forms, the list below is not intended to be exhaustive.

- **Sexual Harassment:** The determination of what constitutes sexual harassment varies depending on the circumstances of each individual situation, but it generally encompasses any unwelcome or non-consensual gender-based or sexual conduct (whether verbal, visual, physical, or otherwise) that is so severe, persistent or pervasive that it interferes with a person’s work or educational opportunity or otherwise creates an intimidating, hostile, or offensive work or educational environment. Sexual Harassment includes, without limitation, any threatening, inappropriate, unrelenting or abusive sexually explicit language or behavior towards another individual. Sexual Harassment can be directed by each
individuals or groups, and it includes saying or doing things directly to someone, during a phone conversation, during an online conversation, in print or on clothing.

b) **Sexual Exploitation**: Sexual exploitation occurs when a person takes advantage of another person for his or her own benefit (or for the benefit of anyone other than the one being exploited) by doing something sexual without the consent of the person being exploited. Sexual exploitation can happen in committed relationships, between friends, between strangers, and between colleagues. Sexual exploitation includes a broad range of behaviors including, but not limited to: non-consensual video or audio taping of a sexual activity, non-consensual photography of a sexual nature, allowing other individuals to observe an act of sex without the knowledge or consent of the other partner, voyeurism, prostitution of another person, knowingly transmitting a sexually transmitted infection (STI) or HIV to another person, prostituting another person (personally gaining money, privilege or power from the sexual activities of another), exposing one’s genitals in a non-consensual circumstance or inducing someone else to expose their genitals without consent.

c) **Stalking**: Stalking is non-consensual sexual or gender-based conduct directed at a specific person that would cause a reasonable person to feel fear for themselves or others or to suffer substantial emotional distress. Stalking is serious, often violent, and can escalate over time. Stalking behaviors include, but are not limited to: someone repeatedly calling, including hang ups; following someone; sending unwanted gifts, letters, cards, or emails and/or other electronic messages; damage to a residence, car or other property; monitoring phone calls or computer use; threatening to hurt someone, or their family, friends or pets. Often, behavior that constitutes stalking also violates a wide range of laws and University policies, but the conduct rises to the level of Sexual Misconduct when it is undertaken as a result of sexual or gender-based motivations.

d) **Sexual Assault (or attempts to commit the same)**: Sexual assault is defined as any intentional sexual touching, either directly or over clothes, however slight, with any body part or object, without consent. Sexual assault includes the forced touching of the intimate parts of another individual. Such force can be physical or emotional (by threat, intimidation, pressure, or coercion, etc.).

Rape is one especially egregious form of Sexual Assault, and it is defined as sexual penetration (anal, oral, or vaginal) of the individual by any part of another individual's body or other object, without consent. It is also considered rape if the victim has a reasonable fear that the individual or another will be injured if the individual does not give consent, is incapable of giving consent or is prevented from resisting due to physical or mental incapacity, which may include but is not limited to the influence of alcohol or drugs, or if the individual suffers from a mental or physical disability.

4) **Consent Defined**

Sexual Misconduct can take many forms, but all forms of Sexual Misconduct result from behavior taken towards another person without the other person’s consent. Lenoir-Rhyne University defines consent as clear, knowing and voluntary words or actions, freely and actively given, that indicate a willingness to participate in mutually agreed upon sexual activity or actions. Consent is present when a reasonable person in the same situation would consider the words or actions of the parties involved an expression of willing permission to do the same thing, in the same way, at the same time. Consent cannot be obtained from a person who lacks capacity (whether due to drugs, alcohol, mental incapacity, or other incapacity), and consent cannot be obtained by any of the following means: (a) coercion; (b) physical force, violence, threat, or intimidation; (c) ignoring the objections of another person; (d) causing another’s intoxication or impairment through the use of drugs or alcohol; or (e) taking advantage of another person’s incapacity, state of intimidation, helplessness, or other inability to consent. For clarification, the University defines certain key elements of consent as follows:

a) **Force**: the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats) and coercion that overcome resistance or produce consent.

b) **Coercion**: unreasonable pressure for sexual activity.

c) **Incapacitation**: Any condition in which someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g. to understand the “who, what, when, where, why, or how” of their sexual interaction). Incapacitation may result from mental or physical disability, alcohol, drugs, sleep, involuntary physical restraint, or from taking date rape drugs.

Consent must be ongoing, and consent to any one act does not constitute consent to any other act.
5) **Reporting, Health and Safety and Confidential Assistance**

Students who believe that they are victims of Sexual Misconduct or that become aware of acts of Sexual Misconduct are **strongly encouraged** to contact the Title IX Coordinator or one of the following individuals that comprise the LRU Sexual Misconduct Response Team (SMRT) to report an incident of Sexual Misconduct. Faculty and staff who believe they are victims of Sexual Misconduct or that become aware of acts of Sexual Misconduct are **required** to contact the Title IX Coordinator or one of the following individuals that comprise the Sexual Misconduct Response Team (SMRT) to report an incident of Sexual Misconduct.

Individuals who have been the victim of Sexual Misconduct should consider using the University’s resources available to assist them in caring for themselves. A full list of these resources can be found below. A complete list of Title IX resources, counseling, health, and mental health services, as well as all other rights and options available to the complainant (including the option to pursue criminal charges), will be provided to the individual upon the reporting of such conduct.

a) **Title IX Coordinator**
   - Dawn Barker Floyd
   - Director of Compliance/Title IX Coordinator
   - Cromer 206(A)
   - 828.328.7040 OR Dawn.Floyd@lr.edu

b) **Sexual Misconduct Response Team (SMRT)**
   - Dr. Katie Fisher
   - Assistant Provost/Dean of Students
   - 828.328.7246 OR katie.fisher@lr.edu

   - Peter Kendall
   - Senior Vice President for Administration and Finance
   - 828.328.7100 OR peter.kendall@lr.edu

   - Dr. Amy Wood
   - Assistant Provost and Dean Graduate and Adult Programs
   - 828.328.7728 OR amy.wood@lr.edu

   - The Reverend Jenn Casey
   - Director of Enrollment Management – Columbia
   - 803.461.3297 OR jennifer.casey@lr.edu

   - Rick Nichols
   - Director of Human Resources
   - 828-328-7387 OR rick.nichols@lr.edu

   - Norris Yoder
   - Director of Safety and Security
   - 828.328.7450 OR norris.yoder@lr.edu

c) **Health and Safety Resources**

The following health and safety resources are available to all victims of sexual misconduct:

**HICKORY CAMPUS**
- Student Health Center 828.328.7959
- Hickory Campus Security 828.328.7145
- Hickory Police Department Victim Services 828.328.5551
• http://www.nccasa.org/
• Domestic Violence
  • http://www.fgcservices.com/
  • http://www.wrchickory.org/

ASHEVILLE CAMPUS
• Asheville Police Department Victim Services 828.258.5912
• Asheville – Buncombe County Sheriff’s Department 828.250.4503
• Asheville Police Department – 828.252.1110; or call 911
• Our Voice Rape Crisis Services 828.255.7576
• Sexual Assault
  • http://www.ourvoicenc.org/
  • http://www.nccasa.org/
• Domestic Violence
  • http://www.helpmateonline.org/
  • http://www.ashevillecares.org/helpmate.html
  • http://www.nc-van.org/directory/buncombe/HelpmateInc.html

COLUMBIA CAMPUS
• Security Services – 803.461.3268; 803.309.7279 (after-hours) or call 911
• Sexual Trauma Center 803.771.7273
• SC Coalition Against Domestic Violence and Sexual Assault 803.256.2900
• Columbia Police Department Victim Services 803.545.3531
• Sexual Assault
  • http://www.sccadvasa.org/
  • https://www.stsm.org/
  • http://www.aardvarc.org/rape/states/scrp.shtml
• Domestic Violence
  • http://www.sccadvasa.org/
  • http://sistercare.org/

NATIONAL WEBSITES
• Battered Women’s Justice Project: http://www.bwjp.org/
• National Coalition Against Domestic Violence: http://www.ncadv.org/
• National Domestic Violence Hotline: http://www.thehotline.org/
• National Sexual Violence Resource Center: http://www.nsvrc.org/
• Rape, Abuse and Incest National Network: https://rainn.org/

d) Confidential Assistance
These individuals listed below will maintain the confidentiality of matters reported to them, except in cases of immediate threat or danger or the abuse of a minor. For purposes of reporting under the Clery Act, these individuals will submit anonymous statistical information, unless they believe it would be harmful to their client, patient or parishioner.

• Jenny Smith, University Counselor, 828.328.7252, Jenny.Smith@lr.edu (Hickory and Columbia)
• Jennifer Drum, University Counselor, 828.328.7957, Jennifer.Drum@lr.edu (Hickory and Asheville)
• Andrew Weisner, University Pastor, 828.328.7248, Andrew.Weisner@lr.edu (Hickory, Asheville, Columbia)
• Pastor Gary Dreier, 803.461.222, gary.dreier@lr.edu (Columbia)

If a faculty or staff member is contacted by an individual who wishes to maintain anonymity or confidentiality concerning any alleged Sexual Misconduct, the faculty or staff member must report the contact to the Title IX Coordinator or an individual on the LRU SMRT; however, such faculty or staff member should also encourage the individual to seek confidential assistance through the resources above or another appropriate resource.
If you believe you have been the victim of Rape or Sexual Assault, in addition to using the resources above, it is recommended that you do the following if it does not interfere with your health, safety or wellbeing. Such actions will help ensure the preservation of evidence that may be useful in subsequent investigations:

- Go to a safe place
- Do not shower or bathe
- Do not urinate, if possible
- Do not eat, drink, smoke or brush your teeth if oral contact took place
- Do not destroy or wash the clothes you were wearing. If you change, place your clothes in a paper bag
- Seek medical treatment immediately

In addition to the grievance process described below, individuals aware of alleged Sexual Misconduct are encouraged to file a report with appropriate law enforcement authorities, which include Campus Security and the Hickory Police Department. The filing of a report does not obligate an alleged victim to pursue charges if s/he does not want to pursue them, but it does make filing of charges easier if the alleged victim changes his/her mind at a later date. LRU will assist the alleged victim in pursuing whichever option(s) he or she chooses. An individual desiring anonymity can seek the assistance of the University Counselor, who may be able to file a report with law enforcement that includes the details of the incident without revealing the alleged victim’s identity.

7) **Remedial Assistance**

The University aims to assist those involved with alleged Sexual Misconduct in any way reasonably possible. Therefore, in connection with alleged Sexual Misconduct, an individual may contact the Title IX Coordinator or any member of the LRU SMRT to request assistance in the following forms: (1) an escort between classes; (2) separating the complainant and alleged perpetrator from classes; (3) work re-assignment, relocation, or leave of absence; (4) moving the complainant or alleged perpetrator to a different residence hall; (5) counseling services; (6) medical services; (7) academic support services, such as tutoring; (8) re-taking or withdrawing from a class without penalty; (9) entering a “no contact” order; and (10) other reasonable requests for assistance. These options may be requested at any time before, during or after a Sexual Misconduct Grievance proceeding has commenced. Such requests will be reviewed by the Title IX Coordinator and the LRU SMRT on a case-by-case basis, and all reasonable requests will be granted.

8) **Sexual Misconduct Grievance Procedures**

The procedures described below are the means by which all grievances or other complaints involving allegations of Sexual Misconduct asserted against any member of the University community must be investigated and resolved. These procedures do not replace, nor are they intended to replicate, the state and federal criminal or judicial systems that are available to persons who wish to file a criminal or civil complaint or take other action in such forums. Instead, these policies and procedures are designed to address allegations of Sexual Misconduct and the impact such misconduct has on other members of the University community. All members of the University community are bound by these policies and procedures, as well as the resulting outcome of any proceedings hereunder. All aspects of these policies and procedures are designed to provide a prompt, equitable, fair and impartial investigation and resolution of grievances asserted against members of the University community. These policies and procedures further ensure that LRU will take steps to prevent recurrence of any discriminatory or harassing conduct and will correct its discriminatory effects, as needed.

a) **Overview and Special Considerations**

LRU’s Sexual Misconduct Grievance Procedures follow a four-step process: (1) initiation of grievance; (2) neutral investigation; (3) adjudication by LRU’s Sexual Misconduct Review Board; (4) discretionary appeal to the University President, as further explained below. There are several other University policies that are designed to address important concerns that sometimes accompany allegations of Sexual Misconduct. These policies include but are not limited to:

1) **Confidentiality:** An individual asserting an incident of Sexual Misconduct may request to remain anonymous and/or that a grievance not be pursued against the alleged perpetrator. Upon such request, the University will take reasonable steps to investigate and respond to the incident consistent with the individual’s’ request, but the University cannot ensure confidentiality or anonymity in every instance. Similarly, if a complainant insists that his or her name be published, the University will not prevent it.
aware that the University’s ability to respond may be limited. In appropriate circumstances, LRU reserves the right to pursue the Sexual Misconduct Grievance process without the cooperation or participation of the victim (for example, in situations where the alleged perpetrator is believed to be a potential threat to the University community). In such cases, LRU’s highest priority will be to maintain a safe and discrimination-free environment for all members of the University Community, but it will take reasonable measures to maintain the victim’s confidentiality where reasonably possible. Moreover, in all publicly-available record keeping required by law, the University will not to publish any personally identifying information about the victim, to the extent permitted by law.

2) **Retaliation:** Retaliation resulting from the report of an incident of Sexual Misconduct will not be tolerated by the University, and the University will not only take steps to prevent retaliation but also take strong responsive action if it occurs, whether or not any Sexual Misconduct Grievance proceedings are pending. If the complainant or the respondent feels that s/he has been the subject of retaliation, s/he should contact the Title IX Coordinator or a member of the LRU SMRT, identified above.

3) **Amnesty:** All members of the University community are encouraged to report incidents of Sexual Misconduct, even though they may feel their own use of alcohol or other drugs may have been a factor or may expose them to disciplinary action. Because of the seriousness of Sexual Misconduct, the University does not want any such circumstances to inhibit the reporting of Sexual Misconduct. In order to encourage reporting, the University will not charge complainants, respondents, or witnesses of Sexual Misconduct for violations of the University drug or alcohol policies.

4) **Protective Measures:** As noted above under “Remedial Assistance for Victims,” upon request, the University will work with victims to ensure appropriate protective measures are in place before, during and after a Sexual Misconduct Grievance proceeding has commenced.

b) **Grievance Procedures**

The LRU Sexual Misconduct Grievance Procedures are as follows:

1) **Initiation of a Grievance**

a) The complaining individual ("complainant") should initiate a grievance by reporting the alleged Sexual Misconduct to the Title IX Coordinator or any member of the LRU SMRT. Although there is no period of time within which a Sexual Misconduct Grievance must be reported, the complainant should report the incident to the Title IX Coordinator or a member of the LRU SMRT as soon as reasonably possible after the incident giving rise to the grievance, as a failure to timely report an incident may impede the investigation of the allegations.

b) Upon receipt of a grievance from a complainant by the Title IX Coordinator or a member of the SMRT, the Title IX Coordinator will provide the complainant information regarding LRU’s policies and resources pertaining to Sexual Misconduct and Title IX.

c) Based on the allegations of the complainant, the Title IX Coordinator will make an initial determination of whether any violation of the University Sexual Misconduct may have occurred under any version of complainant’s allegations.

d) If the Title IX Coordinator determines that a violation of the University Sexual Misconduct may have occurred, the Title IX Coordinator will then complete a Sexual Misconduct Grievance Form and present it for signature by the complainant. By signing the Sexual Misconduct Grievance Form, the complainant attests to the truthfulness of the allegations therein, to the best of his or her knowledge. Regardless of whether complainant signs the Sexual Misconduct Grievance Form, the Title IX Coordinator will provide a copy of the completed Sexual Misconduct Grievance Form to the individual against whom the grievance is asserted (the “respondent”) and to the complainant.

e) Before proceeding with any investigation or grievance processes, the Title IX Coordinator will seek to obtain the complainant’s written consent to do so. If the complainant does not consent, the University must be able to conduct an investigation that complies with all applicable laws and regulations.
University Community, pursue a grievance against the accused individual. In such a case, however, the University will take reasonable measures to ensure confidentiality or anonymity of the complainant.

2) Neutral Investigation

   a) Within 7 days after the grievance form is submitted to the complainant and respondent, the Title IX Coordinator shall conduct a prompt, thorough, neutral and fact-based investigation of the allegations made by the complainant.

   b) After completing the investigation, the Title IX Coordinator shall issue a written report of his/her findings to the complainant, the respondent, and the members of the LRU SMRT.

   c) The Title IX Coordinator shall then promptly contact the chair of the Sexual Misconduct Review Board to schedule a hearing before the Board.

   d) Upon request (and to the extent permissible by law), any and all materials supporting the Title IX Coordinator’s report will be made available to both the complainant and the respondent.

3) Sexual Misconduct Review Board

   a) Board Constitution: The Sexual Misconduct Review Board (SMRB) is responsible for adjudicating all Sexual Misconduct Grievances. The SMRB will be a five-member board composed of two faculty members, two staff members and one additional member of either the faculty or staff. A five-member board will be constituted by the random selection of five individuals from a pool of ten individuals (five faculty and five staff) for each new grievance hearing. The ten member pool of SMRB members will be appointed by the President for staggered three-year terms. In cases in which a student is either the complainant or the respondent, the two faculty members and two staff members will be selected as usual, but the fifth member of the SMRB shall be the student who is then serving as the Student Judicial Officer (Chief Justice) for the Student Government Association. A chairperson of the SMRB will also be designated by the President for each new grievance hearing. The Dean of Students and the Senior Vice President for Administration and Finance will serve the SMRB as non-voting administrative assistants. All members of the SMRB pool shall receive specialized annual training to assist them with the sensitive issues that often accompany Sexual Misconduct. The University’s Title IX Coordinator shall not serve as a member of the SMRB.

   b) Pre-Hearing Procedures

      1) The chairperson of the SMRB will schedule a hearing of the SMRB no later than ten days (absent significant exigent circumstances, in which case a later date may be allowed) after the Title IX Coordinator’s written report of its findings is issued to the complainant, the respondent and the members of the LRU SMRT.

      2) Prior to the hearing, the SMRB shall review the report issued by the Title IX Coordinator, as well as any materials supporting the report.

      3) No later than 5 days before the hearing, any member of SMRB who has a real or perceived conflict of interest will disclose the same to the parties. Complainant and respondent will each be given an opportunity to request the recusal of any members(s) of the SMRB which request shall be decided by the LRU SMRT, in its sole discretion. Any recused member shall be replaced by the President’s appointment of another appropriately qualified individual.

   c) Hearing Procedures

      1) At the hearing, complainant and respondent will be allowed to have one advisor of their choosing attend, which person may be legal counsel. Such advisor may only counsel their advisee and may not participate in the hearing or present any evidence or argument on behalf of their advisee.
2) The complainant, the respondent and all witnesses will be required to swear or affirm, that their testimony presented to the SMRB is true and honest. An audio recording of all hearings (but not any deliberations) before the SMRB shall be taken.

3) The SMRB has broad authority and discretion to conduct the hearing in any way it deems appropriate. Upon request by either party or at the SMRB’s initiation, the hearing will be conducted such that a party does not have to be physically present in the same room as the other party, provided that the parties will be allowed to listen to and review each other’s presentations of evidence in real time.

4) Both complainant and respondent will be given a fair opportunity to present their positions in whatever form deemed appropriate by the SMRB. Without limitation, live testimony, documentary evidence and all other forms of evidence may be allowed by the SMRB. The SMRB has the authority to call witnesses and review evidence not presented by either party, and it may question any witness and review other evidence presented by a party. Without limitation, the SMRB may require the testimony of the Title IX Coordinator who conducted the investigation.

5) The SMRB will determine, by majority vote, whether the respondent is responsible for the Grievance alleged, based on whether it is “more likely than not” that the respondent committed the Grievance. Within 2 days after its hearing, the SMRB will render a written decision in the matter explaining the rationale therefor, including any sanction that the SMRB deems appropriate, which shall be provided to all parties simultaneously, along with instructions regarding how to pursue an appeal. Absent an appeal, the decision of the SMRB shall be final and binding on the parties.

d) Discretionary Appeal

1) Both the complainant and the respondent will have the right to request an appeal of the outcome within five days of the issuance of a written decision by the SMRB.

2) In the event that an appeal is requested, the President will request a review of the proceedings by five individuals in the pool of potential SMRB members who did not serve on the SMRB when the grievance was first heard. (For clarification, this means that an appeal in a case in which a student is either the complainant or the respondent will be heard by five individuals who are not students). This group of individuals will:

   a. Make a preliminary determination of whether an appeal is allowed. Such an appeal will only be allowed when the hearing before the SMRB involved a material deviation from the procedures outlined herein and such deviation may have actually affected the outcome of the proceedings in a significant way.

   b. If an appeal is not allowed, then the request for an appeal shall be denied and the decision of the SMRB shall be final. If, however, an appeal is allowed, the appeals board will:

      i. Review the transcript of the proceedings before the SMRB, along with any and all evidence presented to the SMRB;

      ii. Allow the complainant and respondent a fair opportunity to supplement the record, as appropriate; and

      iii. Render a written decision in the matter explaining the rationale therefor, including any sanction that the individual deems appropriate, which shall be provided to all parties simultaneously. Such decision shall be final and binding on the parties.

e) Sanctions for Grievances
1) A wide range of sanctions is available as discipline in any given Sexual Misconduct Grievance proceeding. By way of example only, the following sanctions may be assessed against a person who is deemed responsible for the alleged conduct.

   a. **For Faculty and Staff**
      - Verbal or written warning
      - Performance/behavior improvement plan
      - “No contact” Order
      - Required Counseling
      - Required training
      - Demotion
      - Suspension without pay
      - Suspension with pay
      - Termination (of staff member or non-tenured faculty)
      - Recommendation of Revocation of Tenure (in the case of faculty)
      - Recommendation of Termination (in the case of faculty)

   b. **For Students**
      - Verbal or written warning
      - “No contact” Order
      - Restitution for loss, damages or service costs
      - Service Projects and/or opportunities for education within the University setting or local community
      - Disciplinary probation
      - Disciplinary probation with suspension of privileges
      - Eviction from the Residence area
      - Exclusion from some or all areas of campus or University facilities
      - Disciplinary suspension
      - Disciplinary expulsion

Depending on the severity, likelihood of repetition, and potential threat to the University environment, more severe sanctions may be assessed against an individual.
SECTION 6: RESIDENCE LIFE

The Residence Life Office and its student and professional staff strive to enhance the total development of students as individuals and as members of a community, recognizing residence hall living as an integral part of the total educational process. The residence hall environment allows and encourages you as students to create a community that permits you to explore your own perspectives and your relationships with others through living and learning opportunities.

Housing Requirements
Residency Requirement
Lenoir-Rhyne University has a three-year residency requirement, meaning that all full-time undergraduate students must live on-campus during the first three years of their academic career. All full-time undergraduate transfer students must live on campus 1-3 years depending on the amount of academic credit accepted by Lenoir-Rhyne. All students wishing to move off-campus (even if they meet one of the criteria listed below) must complete an Off-campus Housing Application/Verification form, which can be retrieved online or from the Office of Student Life.

However, a student can be exempt from the residency requirements, if they meet one of the following criteria:

- Senior status AND have lived on campus for at least 3 years
- Are 22 years of age or older (on the first day of academic class) for fall/spring semester
- Are married (must provide marriage license)
- Have dependent children (as defined by Federal Regulations); must provide birth certificate(s)
- Plan to live with a parent and/or legal guardian within 25 miles of campus. (must provide notarized proof and parent or guardian’s driver’s license with legal address. See Off-Campus Housing Application for details)
- Independent of all parental financial support for tax purposes; must provide appropriate tax documentation
- Are a veteran with one or more years of active military service (must provide copy of separation papers)

If space permits, other non-traditional aged and graduate students may be provided housing. Students enrolled part-time are allowed to live on campus as space is available; however, preference will be given to full-time students. If a student’s enrolled credit hours for a particular semester drop below full time status, the student may be asked to move out of the Residence Halls. On campus housing requirements may be changed or adjusted with appropriate notice of such changes/adjustment given to the students. All undergraduate students residing on campus are required to purchase a residential board plan.

Residency Requirement Appeal Process
In the event that a student does not meet one of the above requirements, but is still requesting to live off-campus, an appeal may be filed with the Office of Student Life. Reason(s) for appeal may include unforeseen financial burden, medical need, or other concern with serious impact on the student and their ability to successfully remain at Lenoir-Rhyne.

All appeals for a given semester will be reviewed by a committee comprised of the Assistant Provost/Dean of Students, Director of Residence Life, Director of Financial Aid, Director of Counseling Services, and Director of Student Success and Retention. The Appeals Committee will review all applications and make the final determination as to whether or not the appeal will be approved. The committee will meet at the end of September and the beginning of November each year to review all Spring semester Off-Campus Housing appeals. The committee will meet at the end of February and the beginning of April to review all Fall semester Off-Campus Housing Appeals.

All applications must be submitted and approved prior to confirming any off-campus housing arrangements. Any student living off-campus may have his/her financial aid adjusted.

Any questions regarding the Off-campus Housing Application or Appeals process should be directed to the Director of Residence Life in the Office of Student Life.

Contract
The Residence Hall contract is for the entire academic year, up through the end of spring semester. The Residence Hall contract obligates the student to live in the Residence Hall for the entire academic year, or if
entered into after the start of the Fall Semester, for the remainder of the academic year. Summer term is regarded as a separate agreement.

Students may occupy an assigned space from the date designated as the official opening of campus housing to the date designated as the official date and time of the Residence Hall closing. Residents are to vacate their rooms no later than 24 hours after one’s last exam each semester. Graduating students residing in the Residence Halls will be provided housing through commencement without additional charge.

**Deposit**
A Residence Hall deposit of $150 will be assessed when the student signs up for a room for the first time. This is a one-time charge unless the balance falls below 0. This deposit is refundable after a student ceases to rent a Residence Hall room. Any fines and charges are billed separately and are not deducted from the deposit.

**Termination of the Contract**
If, for any reason, enrollment at the University is terminated during the course of an academic term, the resident must vacate the assigned room and Residence Hall within 24 hours. Similarly, if the University decides to terminate the Residence Life Contract for disciplinary reasons, the resident must move out of the assigned room and Residence Hall within 24 hours; however, all charges will still apply. Violations of Residence Hall or University policies are considered sufficient grounds for immediate termination of the Residence Life Contract and removal from the Residence Halls.

**Living Opportunities**
Lenoir-Rhyne University offers a variety of living options, from residence halls and villages to Greek and theme housing.

**Conrad Hall**: This is a coed hall with community bathrooms. Smoking and tobacco use are not allowed in Conrad Hall. On-campus meal plan required.

**Fritz Hall**: This is a coed hall with community bathrooms. Smoking and tobacco use are not allowed in Fritz Hall. On-campus meal plan required.

**Hickory House**: This apartment building is designed for students in their third or fourth year. Each unit has a common living area and a kitchenette. Smoking and tobacco use are not allowed at the Hickory House apartments. On-campus meal plan required.

**Isenhour Hall**: This coed residence hall with suite-style rooms houses primarily first year students. Smoking and tobacco use are not allowed in Isenhour Hall. On-campus meal plan required.

**Living-Learning Center**: This is a coed Residence hall with apartment-style rooms. Each suite has either 4 single rooms or 2 double rooms; a living room; a kitchen with a mini-refrigerator, sink, mini-stove and cupboard; and a bathroom. Smoking and tobacco use is not allowed in the Living Learning Center. On-campus meal plan required.

**Morgan Hall**: This residence hall with community bathrooms houses primarily first year students. Smoking and tobacco use are not allowed in Morgan Hall. On-campus meal plan required.

**Price Village**: This is a coed Residence Hall by building unit where each room has either a private or suite style bathroom. Each unit has a common living area and a kitchenette. Smoking and tobacco use are not allowed in Price Village. On-campus meal plan required.

**Residential Village**: Each Organization or Theme House provides residence hall space for a minimal number of organizational members. Smoking and tobacco use are not allowed in any house in the Residential Village. On-campus meal plan required.

**University Park and University Park on 5th**: These two apartment buildings are designated for seniors and Graduate Student housing. They are semi-furnished apartments. No meal plan is required.

From time to time, LRU utilizes other residential options for undergraduate students based on capacity and current campus needs.

*Each residence hall has select rooms equipped to accommodate students who are deaf or hard of hearing.

**Room Assignments**
The University will not discriminate in room/hall assignments. The Residence Life Contract is for residence in campus housing and not for a particular accommodation, room, hall or roommate; however, consideration is given to students’ preferences and requests. The University reserves the right to assign roommates and/or to change room or hall assignments, including consolidation of occupancy as spaces are vacated. Students must be registered for classes in order to be assigned a room.
Room Changes
Students are allowed to make room changes at identified times. These dates are publicized through the Residence Life Staff. Students desiring to move to a new room must follow procedures as directed by the Residence Life office to formally change rooms. A student making an improper room change is subject to a fine and may be requested to return to the appropriate assigned room. The Residence Life Office must approve all room changes. When a student is living alone in a double room, the University reserves the right to assign a second occupant to that room or to charge the student a single occupancy fee. If one of the occupants of a room moves out or fails to enter LR as planned, the remaining occupant must:

- Accept another roommate, if the University has one to assign;
- Select a new roommate;
- Move into a new room in the same Residence Hall with a student who also does not have a roommate;
- Pay the additional cost to keep the room as a single room. This option may not be available if other students are in need of campus housing. Note: Residents without roommates may be reassigned to another room.

Room Sign-Up for Returning Students
Returning students have the opportunity during the Spring Semester to reserve a room for the following academic year. Procedures for the room selection process are posted and distributed to students prior to the process.

Single Rooms
Private rooms are offered in the University’s upper-class residence halls on a space available basis. A student living in a single room pays an additional fee. All of the room furniture must remain in the room, including the second bed.

Student Responsibility for Community Living
Residence halls promote a cooperative community living environment and teach students to respect the rights of others. Residence halls also recognize the academic atmosphere and protect the health, safety and security of all residents.

Rights and Responsibilities for Community Living
Please keep in mind that any individual’s rights end when exercising those rights infringes on others around you. The Residence Halls at Lenoir-Rhyne are a place for fun but also a place for study. In keeping with the mission of Lenoir-Rhyne, the residence halls must have an atmosphere conducive to academic development. Students whose behavior violates the rights of other members of the community may be subject to disciplinary action and/ or removal from University housing.

As a residential student at Lenoir-Rhyne, you have:

- The right to study, read, relax, and sleep without unreasonable interference, noise or distractions, and the responsibility to help others have this right;
- The right to feel safe in the residence halls as well as have free access to your room and other facilities in the building, and the responsibility to help ensure the safety of others in the building;
- The right to have respect shown for your privacy, and the responsibility to respect the privacy of others;
- The right to have respect shown for your personal property, and the responsibility to respect others’ personal property as well as community property;
- The right to have visitors within the hall, and the responsibility for the behavior of those guests;
- The right to live in an area that is free of intimidation, physical or emotional harm, and the responsibility to ensure this right for others;
- The right to a clean living environment and the responsibility to help keep it clean;
- The right to maintain your personal beliefs and values, and the responsibility to respect others beliefs and values.

Residence Hall Staff
Resident Director (RD)
RDs are part-time graduate assistant employees of the University with a Bachelor’s or Master’s degree, and have been selected and trained to serve in a supervisory position. RDs live in an apartment in the Residence Hall and are responsible for the administration of the residence halls, including supervision of the RA staff, advisement of the Residence Area Council (RAC) and the monitoring of various activities. It is the responsibility of the RD to develop and maintain a living environment conducive to the educational and personal growth of
the residents in the hall. The RD facilitates and coordinates an on-going program of social, recreational, and other events for the Residence Hall.

Resident Advisor (RA)
RAs are usually the first residence life staff person that residents meet. RAs are undergraduate students who have been selected and specifically trained to assist residents within the halls. RAs are a vital link between their peers on the hall and the Residence Life Office as well as other departments around campus. RA responsibilities include: Helping to develop a sense of community on the hall through social events, educational opportunities and other activities; informing residents about events happening on campus; enforcing University and residence hall policies; acting as peer counselors; and assisting professional staff in crisis situations.

Residence Hall Services
Campus Network
All residence halls have data jacks to connect student-owned computers to the campus network. This connection will provide access to the Internet, intranet, LAMP and e-mail. Students are responsible for their own network card, software configuration, and a CAT-5 cable (not a telephone cable) to connect their computer to the network. Questions regarding the campus network should be directed to the IT Help Desk at ext. 7350.

Housekeeping
Housekeeping is responsible for the upkeep of the common areas of the Residence Halls such as lounges, hallways, community bathrooms, and laundry rooms. Residents have a responsibility as a member of the community to assist in keeping the common areas of residence halls clean. Residents are responsible for cleaning their rooms and suite bathrooms.

Maintenance Repairs
Requests by students for repairs to residence hall rooms and furnishings must be made online at http://reslife.lr.edu/ (click on maintenance request link). Small problems are usually corrected within two working days. If a problem has not been corrected in a reasonable amount of time, notify the RA or RD.

Telephone Service
Local phone service is provided at no cost; however, long distance service is not available. Students are encouraged to use calling cards or other means to place long distance calls. Students are responsible for providing their own telephone instrument. Voice mail is provided for each phone jack. Answering machines and Caller ID boxes are not compatible with the university phone system. Students are assigned to phone jacks at the time room assignments are made. Since directory information is based on the phone number assigned to each resident, it is very important that residents use the assigned phone jack/phone number. Basic instructions for the telephone and voice mail system are listed below. Questions about how to use the phone system should be directed to the RA, RD or the IT Help Desk. Students should either use pre-paid or other long distance calling cards when making long distance calls from their room.

Basic Telephone Service Information
- **On-Campus Dialing**: Press only the last four digits of the number (the extension).
- **800 Numbers**: Press 9 + 1 + 800 + seven-digit number
- **Calling Cards**: Press 9 + follow the instructions on the card
- **Direct Dial**: Not available
- **International Calls**: Follow calling card instructions
- **Relay NC**: Go to www.jp-relay.com for further instructions

Basic Voice Mail Instructions
- **Accessing Voice Mail**: Call 7000 (828.328.7000 from off-campus) follow voice instructions.
- **Changing Password**: While logged into your mailbox, press 84 and follow the voice instructions.
- **Playing Messages**: Log in and listen to the first message announcement.
- **Deleting Messages**: Press 76 to delete each message while playing the message, or press 81 to empty your mailbox.
- **Recording Greeting**: While logged into your mailbox, press 82 and follow the voice instructions. If you have any questions regarding local service or wish to report a problem, please call the IT Help Desk at x 7350.

Television
At least one television cable outlet is provided in each apartment or Residence Hall Room.
Vending and Laundry Machines
Coin-operated vending and laundry machines are located in the Residence Halls. Any maintenance issues related to these machines (vandalism to machines or inoperable machines) should be reported to a Residence Life Staff member.

Residence Hall Policies
To maintain order, security, and safety within each residential area and room, the Office of Residence Life has developed a set of policies and guidelines for behavior and to enumerate the opportunities to enhance your living space.

Appliances/Cooking in Student Rooms
Residents may bring refrigerators 4 cubic feet or less, preferably Energy Star rated; microwave ovens 1 cubic feet or less, hot air popcorn poppers, coffee pots, toasters and hot pots. Major appliances (such as dishwashers, refrigerators, washers and dryers) are not permitted and all appliances are subject to approval by the Residence Life Office. To make a more sustainable campus as well as for health and safety reasons, Lenoir-Rhyne University endorses the use of Energy Star rated appliances. Should students want refrigerators and microwaves in their rooms, Lenoir-Rhyne University recommends that students rent a MicroFridge combination appliance. To learn more, click on the Standards For Living website. Any electrical appliance that operates on other than 110 volts A/C, or uses more than 1600 watts, is not allowed. Students residing in residence halls with or without air conditioning may bring fans but not window unit air conditioners. Due to health and safety concerns (potential fire hazards, possible damage to property, insects, rodents, etc.) student may not have open coil or open flame ranges. Specifically, appliances such as hot plates, deep fryers, woks, rice steamers, electric skillets, toaster ovens, sun lamps, oil-based popcorn poppers, electric heaters, halogen lamps, answering machines or ceiling fans are not permitted. Appliances should be plugged directly into a wall outlet or into a UL approved power strip/surge protector. The power strip must be plugged directly into the wall outlet. Power strips cannot be plugged into extension cords or into other power strips. Multi-plug outlets are not permitted in the residence halls.

Bicycle Policy
Vehicles with gasoline engines (including motorized bicycles) may not be kept inside any Residence Halls or near any campus building per fire code. Bicycles may be stored inside residence hall rooms, or locked up outside on appropriate rack. Bicycles are not to be placed in hallways, stairwells, entranceways or blocking exits of Residence Halls.

Breaks in the Academic Calendar *
Lenoir-Rhyne recognizes the following breaks and holidays: Christmas and Spring Break. Residents who need to remain on campus during a break, due to a University-related activity or extenuating circumstances, must complete a “Permission to Remain on Campus” form and obtain approval from the Director of Residence Life. These forms are available from the Dean of Students Office. Break opening and closing times are posted in the halls. (Additionally, food is typically not provided during Fall Break, Thanksgiving Break, and Easter Break.)

The campus will close for Christmas Break and all non-graduating residents must vacate their rooms within 24 hours of their last exam. All graduating students must vacate their rooms by 12:00pm (noon) the day after the graduation ceremony. Parents and students should make travel arrangements well in advance so that students may leave the halls by the required time.

Before leaving, students must: clean, defrost, and unplug refrigerators; turn off the heat and air conditioning; unplug all appliances; close and lock windows; close curtains/shades/blinds; empty trash from room; take all valuables with them; turn off all lights; lock room door. Fish tanks must be removed during Christmas and Spring Break. Residence Hall staff conducts room checks following all Residence Hall closures.

Candles & Incense
Decorations with open flames such as candles, wick lamps, incense, etc. are prohibited in Residence halls and apartments.

Check-In
Residence Halls open for returning students in the fall semester on the Sunday prior to registration of classes. Residence Halls open for spring semester on the Saturday prior to registration for classes. Only residents who have received advance approval from the Director of Residence Life or are listed on an official roster for LR
business or activities may move into the residence halls prior to the official opening day of the residence halls each semester. Students who move in early without advance approval will be charged a per day rate. Upon moving into the residence hall, residents will receive a “Room Condition Form”. It is the resident’s responsibility to inspect the room carefully and notify a Residence Life Staff member of any discrepancies between the actual condition of the room and the way it is described on the check-in form. Residents will be held responsible at the end of the year for damages not recorded at the time of check-in.

Check-Out
Anytime a resident changes rooms or moves out of a residence hall, the resident must formally check-out with a Resident Advisor or Resident Director. Failure to check-out of a residence hall room will result in the resident being assessed a fine of $25.00 for improperly checking-out of the room. The correct check-out procedure is as follows:

1. Make an appointment with the RA or RD to check out.
2. Check out at your scheduled time.
3. Check out in person with the RA or RD.
4. Before checking out, all personal belongings must be removed from the room.
5. Before checking out, make sure to:
   • Remove tape, nails, etc from walls, doors, ceilings, windows, and bulletin boards
   • Empty and clean closets, cabinets, drawers, and recycle bins
   • Clean tops of desks, dressers, and shelves
   • Vacuum/sweep (under beds, also)
   • Empty trash
   • Close and lock windows
   • Isenhour, LLC, and Price Village: clean bathrooms
   • Return all University room furniture to its original position
6. Failure to leave the room in a clean condition will result in a fine for cleaning the room.
7. A staff member inspects the room and compares its condition with the description on the check-in form. Fines will be assessed for damages determined to have occurred during the school year.
8. Personal property left or abandoned by a student in the Residence Halls at the close of the spring semester or following the termination of the LR Housing Contract becomes the property of Lenoir-Rhyne University. Residents will be assessed a fine if personal property is left in the room after the resident has checked out of the room.
9. If one or both residents of a room do not accept responsibility for damage in a student room, both occupants of the room will be fined.
10. The RD will recheck all rooms after students have checked out. Any damage found at that time not noted at the time of checkout will be assessed to the occupants of the room.
11. Bills for Residence Hall damage cannot be disputed after 30 days from the issue date of the billing letter.

Children
Infants and children are not permitted to live in the residence halls. Because of liability concerns, noise and safety issues, babysitting in the residence halls is not allowed.

Conduct of Guests
All student guests are expected to comply with University regulations set forth in the Student Code of Conduct, as well as local, state, and federal laws. Students will be held accountable for their guests’ behavior. Guests may also be banned for campus property if their behavior violates University policy.

Damages to Student Rooms and Common Areas
The Resident is responsible for all damages taking place in the room during the time of assigned occupancy. Any damage that occurs as a result of negligence, vandalism, or horseplay will be charged to the resident(s) of the room. This will be the case even if another party allegedly causes the damage. Residents of a floor or residence hall may be required to share the expense of repair or replacement of any property in areas commonly used by residents and their guests, if the individual(s) responsible for the damage cannot be determined. The common areas include all public areas, such as hallways, stairways, laundry rooms, restrooms, and lounges. Because each residential hall, house, or area is a community, residents are responsible for damages to common areas even if they are not present at the time of the damage. The university retains the right to determine whether repair or replacement of damaged articles is necessary, the amount of the damage charge and the amount of the disciplinary fine, if any.
Decorating, Hall and Room

Students are allowed to decorate their room in any way that does not permanently alter the room (i.e., using posters, rugs, plants, etc.). Large cloth objects (fishnet, parachutes, flags, etc.) and posters are not permitted to be hung from or across the ceiling for fire safety reasons.

Students are not permitted to dismantle any University furniture, attach anything permanently to the walls, ceiling, or doors (including lofts, bunk beds, bookcases, wallpaper, and glued corkboards), paint walls or baseboards, trim furnishings, doors or anything metal. Double-sided foam mounting tape is prohibited due to ensuing damage to walls and doors. Students are not permitted to modify their room in any way that includes installing wallpaper, wallpaper borders or contact paper on walls or fixtures within the room. Students cannot hang anything from ceiling pipes or electrical conduits.

A fine may be assessed if a room contains an extreme number of nail holes, tape scars, cracked plaster, etc. from mounting posters, plaques, pictures, etc. on the wall. Wood paneling, bookshelves, etc. may not be attached to room walls. The following rules must also be observed:

- Small string white lights that are non-heat producing may be used in a room or around an individual doorway. Do not string lights up and down the entire hall. Larger string lights that produce heat are not allowed.
- Room doors may be decorated but room numbers must remain visible.
- Exit lights and fire extinguishers must always remain visible.
- Fire doors must remain free of paper and any obstruction at all times.
- Nothing may be hung from or in the way of fire alarm equipment.
- Nothing may be hung outside of the window in a resident’s room.
- No live or previously live greenery (Christmas trees, garland, etc.) except regular house plants are allowed. Decorations in common areas as well as in residents’ rooms must not interfere with emergency exiting at any time.

Electrical Outlets

By order of the Fire Marshal, approved appliances should be plugged directly into an outlet or into a UL approved power strip with a built-in surge protector. Posters or wall hangings must not cover outlets. Each Residence Hall room has a 1600 watts maximum usage current. If more than 1600 watts are being used at one time, the breaker will “trip”, power will be lost, and the room is a fire hazard. Since there is the potential for a fire in the residence halls when all or many appliances are being used at the same time in each residence hall room, do not turn on all appliances in a room at the same time. This includes, but is not limited to: TV’s, VCR’s, refrigerators, microwaves, computers, stereos, hair dryers, curling irons, and clocks.

Entrance Door Locks

The entrance doors to Fritz-Conrad, Isenhour, Morgan, Living-Learning Center, and Price Village are controlled by a card access system. The student ID card serves as the access card for a student’s assigned residence hall. Lost or stolen ID cards should be reported to Security immediately so that a replacement card can be issued.

Any student found gaining or allowing unauthorized access to a campus building may face Disciplinary Suspension. For the safety and security of everyone in the building, DOORS MUST NOT BE PROPPED OPEN.

Entry into Student Rooms

Residence Halls and Residence hall rooms may be entered for inspection by approved Lenoir-Rhyne officials at any reasonable time for:

- Safety and Maintenance checks.
- Maintenance on University property within a residence hall room.
- Reasonable belief by staff that University policies are being violated.
- Emergency conditions such as fire or threatening weather.
- Closing or locking doors or windows prior to the closing of the building.

A resident’s room may be searched under normal circumstances, with reasonable cause, by a University official who has received authorization from the occupying student, Assistant Provost/Dean of Students, and/or the Director of Residence Life. The search may include, but is not limited to, opening drawers, closets, and refrigerators, examining furnishings and personal effects, and searching an adjoining bath/suite. In a crisis/emergency situation, other University officials may enter student rooms with no search warrant or notice given for emergencies such as:

- Incident to and following a lawful arrest;
• For and in the pursuit of a fleeing dangerous criminal suspect;
• Under urgent necessity (i.e. persistent loud screaming);
• Necessary to prevent loss of or destruction of an item to be seized;
• Searching for missing University property.

In any room inspection/search, illegal drugs, alcohol, weapons, or other items which violate University policy or civil law may be confiscated by those conducting the search and disciplinary action may result.

Explosives and Weapons
The possession or use of fireworks, explosives, and weapons of any kind is prohibited. Weapons include, but are not limited to, darts/archery equipment, hunting equipment, b-b guns, chemical explosive devices, etc. See “General Campus Policies” for more information.

Fire Safety
Fire is not permitted inside any Residence Hall, including but not limited to open burners or flames. Charcoal grills, gas grills, deep fryers, incense, and or any flammable substances are not allowed on campus. Residents are not allowed to store or use highly flammable liquids (gasoline, propane, turpentine, kerosene, etc.) in their rooms or the Residence Halls.

Fire Alarms and Fire Equipment
According to North Carolina General Statute 14-286, “it shall be unlawful for any person(s) to wantonly and willfully give or cause to be given, or to advise, counsel or aid and abet anyone in giving, a false alarm of fire, or to break the glass key protector, or to pull the slide, arm, or lever of any station or signal box of any fire alarm system, except in case of fire, or willfully misuse or damage a portable fire extinguisher, or in any way willfully interfere with, damage, deface, molest or injure any part or portion of any fire-alarm, fire-detection, smoke-detection or fire extinguishing system. Any person violating any of these provisions of this section shall be responsible of a misdemeanor punishable by a fine not exceeding five hundred dollars ($500.00), imprisonment for not more than six months, or both”. Students will also be subject to action by University officials. Anyone found tampering with fire alarms, smoke detectors, fire extinguishers, and/or other fire or safety mechanisms and/or building exit signs is fined a maximum of $500.00 and faces judicial penalty and/or civil prosecution.

Fire Drills and Evacuations
Fire Safety tests and drills are conducted in the Residence Halls. When the alarm sounds:
1. Close window, turn on room lights, open draperies or blinds.
2. Take a coat or blanket while exiting the room and wear shoes.
3. Close and lock room door.
4. Walk quietly and quickly to the appropriate exit.
5. When exiting the building, proceed to the designated meeting point:
   • Isenhour & Morgan: Stadium parking lot
   • Price Village: Intramural field
   • Fritz-Conrad: Area between Rhyne and Minges
   • LLC: Intramural field
6. Remain with other members of the floor or unit until a signal is received to re-enter.
7. Follow directions from the RA or other staff members who are in charge.

If there is a fire in the Hall:
1. Pull the fire alarm.
2. Report the fire’s location, what is burning, and the extent of the fire to the AC or RA.
3. If an AC or RA cannot be found, call the Fire Department by dialing either 8-911 or 9-911 from any campus phone. Give the 911 dispatcher specific instructions of where the fire is located. Because Lenoir-Rhyne University has its own phone system, caller ID on the 911 dispatcher’s screen will always list Lineberger as the location for the emergency. If time permits, call Security at x7146.
4. When the fire alarm is pulled, it does not automatically notify the Fire Department. This is why it is critical someone calls the fire department immediately.

Failure to exit the Residence Hall during an alarm is a disciplinary violation. Creating a false fire alarm or tampering with fire safety equipment is a serious offense and may result in suspension from the University.
Furnishings—Student Rooms and Common Areas
Furniture placed in lobbies, activity rooms, and study rooms is provided for the use of all residents and may not be moved into a resident’s room or to other locations. Any resident provided room furnishings must be free standing and must not be attached or secured in any manner to the ceiling, floor, or walls of the room. No water furniture is allowed. Weight lifting equipment is prohibited. No University room furnishings may be removed from the room by the student. All student room furniture must remain in the student room no matter the occupancy of the room.

Gambling
In accord with North Carolina law, gambling is not permitted in the residence halls.

Health and Safety Inspections
The Residence Life Office will designate a period each semester to conduct residence hall room health and safety inspections. The purpose of this inspection is to promote a safe and healthy living environment.

Heat Producing Lights
Halogen lights, high intensity lights or any lights which produce heat or have a heating element are not allowed on campus.

Keys
Residence Hall room keys are the property of the University and must be returned when a resident moves out of a room. Failure to return a key will result in a $50.00 charge to change the lock. If a key is lost, the resident should report the lost key to the Resident Director or RA immediately. Residents are responsible for their keys. DO NOT LEND KEYS TO ANYONE.

Lock-Outs
Residents are responsible for carrying their room keys at all times. If residents are locked out of their rooms, the residents should contact a Residence Life Staff member. If a student has to contact a staff member because of a lockout, a fee is charged for this service. The fee for a lock-out from 11:00am to midnight is $1.00. Lock-outs from midnight to 11:00am are $2.00.

Lofts
The University will provide lofting equipment for interested students. Residents leaving lofts in any form at the end of the school year or upon vacating a room will be fined. Lenoir-Rhyne University will not assume responsibility for injuries to students as a result of falls from or collapse of lofts.

Musical Instruments
The use of musical instruments, except acoustic guitars, is prohibited in the residence halls. Individual practices rooms are available in the Mauney Music building.

Pets
No pets other than fish held in tanks not larger than a 10-gallon capacity, are allowed in the residence halls. Fish must be removed from residence halls during Christmas and Spring Break. All students found with an unapproved pet on campus will be assessed a $250 fine and must remove the pet immediately. If the pet cannot be removed within 24 hours, animal control will be called.

If the proper paperwork is approved with the Office of Disability Services and the Director of Residence Life, a student may be allowed to have a service/support animal reside in their on-campus room.

Property Liability
The University does not assume any legal obligation or responsibility for injury to individuals, or loss or damage to personal property. Students are encouraged to carry appropriate insurance to cover any loss of, or damage to, personal property occurring in its buildings or on its grounds.

Quiet Hours and Disorderly Conduct
Quiet hour guidelines are established in order to respect the rights of others and to maintain an appropriate atmosphere for academic pursuits. Quiet hours are from 9:00pm to 9:00am Sunday through Thursday (this includes Friday morning to 9:00am) and 12:00am to 9:00am Friday and Saturday. During exam periods, Quiet Hours are in effect 24 hours a day beginning the night prior to Reading Day. Quiet Hours mean residents must maintain a very low level of conversation, noise, TV/stereo volume during Quiet Hours. Consideration hours are
all hours not designated as quiet hours. Consideration hours mean that noise must be kept at a level that is not disturbing to other residents. No student shall act in a manner that can reasonably be expected to infringe upon the privacy, rights, privileges, health or safety of other persons. Screaming/yelling anywhere in the Residence Halls is discouraged. Stereo speakers must be placed away from room windows, and the volume must be kept at a personal (not hall or building) level. Residents are responsible for contacting their neighbors whose behavior interferes with the resident’s rights and develop a compromise. If residents cannot reach an agreeable solution, they should contact their RA or RD.

Room Windows/Screen
Residents may not remove the screens from their room windows or other Residence Hall windows at any time, nor take any action that may tend to damage the window or screen. In order to protect individuals who may be walking outside the residence halls, no objects of any type may be thrown, dropped, pushed out of, placed outside of, or hung from any residence hall window.

Roughhousing/Fighting
Athletic activities including, but not limited to, roughhousing, running, and/or throwing, bouncing, hitting, or kicking of objects is prohibited. Paint guns, water guns, water balloons, and water fights are prohibited in the residence halls.

Sanitation, Trash Removal, and Recycling
Students must maintain their rooms in a sanitary, orderly and safe condition. Residents are responsible for placing room trash in the dumpster located outside of each Residence Hall or apartment.

Security, Room and Building
All residents must take an active role in the security of their Residence Hall. Residents must follow guidelines regarding hall and room security:
- Do not lend keys and ID cards to anyone
- Report lost keys and ID cards to the RA or RD
- Always lock room door
- Make sure entrance doors to the Residence Hall lock as one enters and exits the building
- Do not use emergency exits unless it is an emergency
- Do not prop open exit doors
- Report incidents of vandalism, damage, or theft to the RA, RD or LR Security.

Tampering with Residence Hall locks (entrance and room doors) is prohibited. The definition of tampering includes but is not limited to: penny locking, taping, gluing, intentionally damaging, and picking. Such actions are subject to judicial action. Residence Life staff will not allow anyone into a room other than the occupant(s) of that room.

Smoking/Tobacco Use
Smoking and all tobacco products are not permitted in any residence hall, apartment, or academic building.

Solicitation
Solicitation of any kind is prohibited in the Residence Halls. Student organizations may only fundraise in the residence halls with the approval of the Director of Residence Life after receiving an approved fundraiser permit from Student Life. Organizations violating this policy will face sanctions from the Dean of Students. Residents should report immediately to the Office of Student Life or Security anyone who may be in the Residence Hall selling goods or services.

Visitation
It is a fair expectation that every student may have opportunity for privacy in their room without the presence of members of the opposite gender. Residence Hall students may, therefore, have adult guests of the opposite gender visit in their residence hall rooms only during the visitation hours posted in each respective residence hall or area.

Visitors
Visitors (student or non-student of the same gender or a different gender) to a Residence Hall must be escorted at all times by a resident of that Hall. All visitors of the opposite gender must be escorted from the Residence Hall before visitation hours end. Residents are responsible for the conduct of their guests at all times. The visitation policy applies to individual rooms and all public areas such as hallways and
stairwells. Residents are responsible for reporting violations of the visitation policy to the Residence Life Staff.

Cohabitation
Cohabitation by members of either the same or opposite sex is not permitted in any of the residence halls. A guest staying over an extended period of time and/or giving the impression that she/he is living with the host will be deemed a cohabitant. Cohabitation is defined as a guest staying longer than three consecutive nights and/or staying for three or fewer consecutive nights on two or more occasions during the same week. Failure to comply with this policy may result in sanctions and may jeopardize access to campus housing.

Overnight Guests
Overnight guests of the same gender may stay in a resident’s room for a maximum of two nights. Hosting a guest for more than two nights may be subject to disciplinary action. All guests must be registered in advance with the Resident Director. The guest policy applies to both L-R students and non-students. This policy is designed to accommodate the occasional visitor and not to provide temporary housing for students or non-students. The Residence Life Office reserves the right to determine whether a resident is abusing this privilege. Regardless of where or when a guest is on campus, the following guidelines apply:

1) All campus regulations apply to the guests;
2) The host/hostess is responsible and can be charged with University policy violations that guests commit (alcohol, damages, visitation hours, etc.).

If the situation warrants, the guests may be asked to leave the building or may be removed from campus.

Minors Visiting Residence Halls
Lenoir-Rhyne University Residence Halls welcome High School students visiting the University as guests of the Admissions office for sponsored functions. Lenoir-Rhyne students are responsible for their visiting underage siblings. All other, non-Lenoir-Rhyne students under the age of 18 are not permitted in campus residence halls. Visitors to Lenoir-Rhyne Residence Halls over the age of 18 must be accompanied by a resident of that building at all times.
SECTION 7: STUDENT GOVERNMENT ASSOCIATION

The Student Government Association (SGA) works for, with, and on behalf of the student body of Lenoir-Rhyne University (LR). Through elected or appointed students, the SGA is involved in virtually every aspect of the campus, from governance to activities. Any person enrolled as a student is a member of the SGA and, thereby, has a right to take part in the programs and activities of the SGA both as a leader and as a participant. The Dean of Students and one faculty member elected by the Faculty Assembly serve as advisors to the SGA.

The SGA is divided into three branches. The Executive Cabinet (comprised of the President, Vice-President, Secretary, Treasurer and Student Judicial Officer) acts upon legislative matters. The Residence Area Council of each residence hall serves to create and enhance residence life within the facility. The Class Presidents administer routine class responsibilities. The three branches establish their own meeting schedules, but the entire SGA meets upon the call of the President. SGA projects vary and are designed to serve the entire student body.

The SGA functions within the guidelines established by the SGA Constitution and the SGA By-Laws (both found at http://student.lr.edu/organizations/SGA/constitution).

SGA Documents
The Student Government Association functions within the guidelines established by its Constitution and By-Laws. Basic information on student elections is found below.

Student Elections

Section 1
A. Elected Student Positions
   1. A student who has spent one semester or more at LRC and has a minimum cumulative average of 2.50 may run for any elective office. A transfer student may be considered eligible to run for election to any office after having completed one semester at Lenoir-Rhyne. Any student holding an elective office must maintain a minimum of 2.00 GPA each semester during the term of office. Students may be annually elected to the following offices: Student Government Executive Cabinet officers, Class Officers, Chairperson of the Campus Activities Board (CAB) and Residence Area Councils. Students may also be elected to honors, which include, but are not limited to the following: Homecoming King and Queen, and Homecoming Court. More detailed information about each office or honor, including election times and procedures, may be found in the Guidelines for Student Elections.

B. Guidelines for Student Elections
   1. The following positions will be filled annually by students through an election by their peers: Student Government Association Officers (President, Vice President, Secretary, Treasurer, and Student Judicial Officer), Class President (from each of the four classes), Homecoming King and Queen, Campus Activities Board (CAB) Chairperson(s), and Residence Area Council (President and the appropriate number of representatives). Election decisions will be based on a plurality of votes cast.

C. Eligibility
   1. Any student seeking to obtain an elected position must have attended Lenoir-Rhyne for at least one semester and have a minimum academic average of 2.50. This minimum average must be maintained cumulatively and minimum of a 2.00 GPA must be obtained each semester throughout the term of office. An exception to this would be Freshman Class President will have no GPA at the time of election to office.
   2. All election dates will be announced by the body governing the election at least two weeks prior to the proposed date.

Section 2
A. Student Government Association Officers: Executive Cabinet
   1. President
      a. Candidates for the office of President shall be from the rising Senior Class.
      b. Candidates must obtain a petition for office from the Dean of Students office and secure at least seventy-five (75) student signatures before the announced closing date.
   2. Vice-President
      1. Candidates for the office of Vice-President shall be from the rising Junior or Senior Class.
2. Candidates must obtain a petition from the Dean of Students office and secure at least fifty (50) student signatures before the announced closing date.

3. Secretary
   1. Candidates for the office of Secretary shall be from the rising Sophomore, Junior, or Senior class.
   2. Candidates must obtain a petition from the Dean of Students office and secure at least fifty (50) student signatures before the announced closing date.

4. Treasurer
   1. Candidates for the office of Treasurer shall be from the rising Sophomore, Junior, or Senior Class.
   2. Candidates must obtain a petition from the Dean of Students office and secure at least fifty (50) student signatures before the announced closing date.

5. Student Judicial Officer (Chief Justice)
   1. Candidates for the office of Student Judicial Officer shall be from the rising Junior or Senior class. They must have served on the Student Conduct Council for one (1) year.
   2. Candidates must obtain a petition from the Dean of Students office and secure at least fifty (50) student signatures before the announced closing date.

B. Student Government Association Officers: Class Officers

1. Rising Classes
   a. Each rising class shall elect a President from its members.
   b. Candidates must obtain a petition from the Dean of Students office and secure at least fifty (50) signatures from members of their own class before the announced closing date.
   c. The President shall appoint a Class Council of six (6) class members who will help the President administer necessary class duties and responsibilities. These duties may include class meetings, service projects, fund-raising projects, etc.
   d. Elections for class officers shall be held in the spring of each school year after the election of Student Government Association officers.

2. Freshman Class
   a. The Freshman Class shall elect a President from among its members.
   b. Candidates must obtain a petition from the Dean of Students and secure at least fifty (50) signatures from members of their own class before the announced closing date.
   c. The President shall appoint a Class Council of six (6) freshmen who will help the President administer necessary class duties and responsibilities. These duties may include class meetings, service projects, fund raising projects, etc.
   d. Candidates need not have attended Lenoir-Rhyne for a semester to be eligible. At the end of the first semester, officers who have not attained a minimum 2.0 academic average will be removed from office.
   e. The Elections Committee of the Student Government Association will hold class officer elections.

C. Homecoming King and Queen

1. Candidates for Homecoming Royalty shall be from the Senior Class.
2. Nominations for these positions may come from any student organization.
3. Nominations should be turned in to the homecoming committee.

D. Campus Activities Board (CAB) Chairperson(s)

1. Nominations for this office will be taken from the acting Campus Activities Board (CAB) to be voted on by the participating members of the Campus Activities Board.
2. The election will be held at the end of the fall semester each year.
3. The Elections Committee of the Student Government Association will conduct CAB elections.

E. Residence Area Council

1. Each residence area shall elect a President and six (6) representatives at the beginning of each school year except the residents of Price Village that shall elect ten (10) representatives.
2. The election is to be held by the residents of the respective living areas under the supervision of the Residence Directors of the respective buildings.
Section 3

A. Write-In Candidates
   1. Write-in candidates are eligible in any student election provided:
      a. They are clearly marked on the ballot.
      b. They meet normal eligibility requirements.
   2. Write-in candidates do not need to secure signatures from students; their names may not be printed on the ballot.

Section 4

A. Guidelines for Campaigning and Publicity
   1. These are available in the Office of the Dean of Students.
SECTION 8: THE STUDENT GRIEVANCE AND JUDICIAL SYSTEM

It is commonly recognized that members of any community are granted particular rights and; as rights are granted to a community, responsibility is required of the individual members. Lenoir-Rhyne University is no different. Each member of the community is responsible for upholding the values central to LRU’s mission, the values of excellence, integrity, care, and curiosity. The valued principle of integrity; however, requires community members to take personal responsibility for their words and actions. LR’s University Judicial System is designed to support this principle through consistent procedures and appropriate sanctions when necessary.

LRU STUDENT GRIEVANCE PROCEDURES

The LRU Student Grievance Procedures are the means by which all grievances or other complaints asserted against a LRU student must be resolved within the University community. Grievances against faculty and staff are handled in accordance with the appropriate handbook (Faculty Handbook and Staff Handbook, respectively). The Student Grievance Procedures do not replace, nor are they intended to replicate, the state and federal criminal or judicial systems that are available to persons who wish to file a criminal or civil complaint or take other action against a student in such forums. Instead, these policies and procedures are designed to address allegations of student misconduct and the impact such misconduct has on other members of the University community.

All LRU students agree to accept and be bound by these policies and procedures, as well as the resulting outcome of any proceedings hereunder. All aspects of these policies and procedures are designed to provide a prompt, equitable, fair, and impartial investigation and resolution of grievances asserted against students. These policies and procedures further ensure that LRU will take steps to prevent recurrence of any discriminatory or harassing conduct and will correct its discriminatory effects on its students, as needed.

Grievances Defined

A grievance is any wrong or complaint asserted against a student (or, in the case of a grade appeal, by a student). Grievances fall into one or more of the following three categories.

- **General Grievances**
  Are grievances arising out of violations of any LRU policy, including but not limited to grievances pertaining to:
  - alcohol & controlled substances;
  - property damage;
  - trespassing;
  - solicitation;
  - weapons & firearms;
  - intellectual property;
  - advertising/posting;
  - campus computing;
  - criminal activity;
  - and student housing.

- **Special Grievances**
  Are grievances (including an otherwise General Grievance or Academic Integrity violation) that involve allegations of any discriminatory conduct on the basis of race, ethnicity, national origin, gender, age, religion, disability (physical, mental, emotional, or otherwise), sexual orientation, or gender identity.
  Discrimination comes in many forms, and it includes the following special categories of misconduct all of which are defined in **Section 5: Special Campus Policies** of the Handbook. Sexual Misconduct, gender-based discrimination, and Intimate Partner Abuse and Domestic Violence will be handled according to the procedures set forth in the Sexual Misconduct and/or Freedom from Harassment Policy.

Grievance Procedures

All grievances are addressed through one of the procedures set forth below. If a student is unsure of which procedure should be followed in a given case, the student should contact the Office of Student Life or the University’s Title IX Coordinator for guidance on how to proceed.

The timelines set forth for any action in a grievance proceeding may be modified upon good cause shown to the adjudicative body or person that is responsible for the proceeding when the need for an extension is presented, provided that all the parties are given written notice of the extension and the reason for it.

- **General Grievance Procedures** follow a four-step process: (1) initiation of grievance; (2) informal dispute resolution; (3) upon request of any party, automatic appeal to the Student Conduct Council; (4) upon request of any party, discretionary appeal to the Judicial Review Board. These steps are explained more fully, below.

  1. **Initiation of Grievance**
     a. **The complaining individual (“complainant”) must complete an LR Grievance Report Form,** maintained by the Office of Student Life and submit the completed form to the Office of Student Life. The complainant should complete one of the two forms within 30 days of
the incident giving rise to the grievance; failure to do so may result in dismissal of the grievance. After the form is submitted to the Office of Student Life, a Hearing Officer will then provide a copy of the completed form to the student against whom the grievance is asserted (the “respondent”). The Hearing Officer will then proceed to conduct a prompt and reasonably thorough investigation of the allegations from the Grievance Report form.

2. Informal Dispute Resolution
   a. Within 7 days after the grievance form is submitted to Office of Student Life, the Hearing Officer will arrange an informal meeting to resolve the dispute, which both complainant and respondent are required to attend. At this meeting, the Hearing Officer will provide reasonable opportunity for both complainant and respondent to state their positions regarding the grievance. The Hearing Officer has broad authority and discretion to conduct the meeting in any way he deems appropriate and may, in its sole discretion, allow or require the complainant and the respondent to present evidence to support their positions in whatever form deemed appropriate by the Hearing Officer. The Hearing Officer may conduct whatever further investigation he deems appropriate following the meeting. Within 2 days after complainant and respondent have presented their positions, the Hearing Officer will render a written decision in the matter explaining the rationale therefor, including any sanction that the Hearing Officer deems appropriate, and the Hearing Officer shall provide the decision to all parties simultaneously, along with instructions regarding how to pursue an appeal.

   b. If either complaint or respondent disagrees with the outcome of the informal dispute resolution process, s/he has the right to appeal the outcome to the Student Conduct Council for formal adjudication. Any such appeal must be initiated by notifying the Office of Student Life within 2 days of the Hearing Officer’s issuance of its written decision. If neither party timely appeals the outcome of the informal dispute resolution process, the Hearing Officer’s decision is final.

3. Hearings Before the Student Conduct Council
   a. A hearing on a General Grievance by the Student Conduct Council will be held within 30 days of the initiation of the request for hearing. The Student Conduct Council will hear all matters de novo, with no deference given to the outcome of the proceedings below.

   b. At the hearing before the Student Conduct Council, both complainant and respondent are allowed to have one advisor of their choosing attend, provided that such person is a member of the University community who is not legal counsel. Such advisor may only counsel their advisee and may not participate in the hearing or present any evidence or argument on behalf of their advisee.

   c. The complainant, the respondent and all witnesses will be required to swear or affirm that their testimony will be true and honest before it is presented to the Student Conduct Council. An audio recording of all hearings (but not any deliberations) before the Student Conduct Council shall be taken.

   d. The Student Conduct Council has broad authority and discretion to conduct the appeals hearing in any way it deems appropriate. Both complainant and respondent will be given a fair opportunity to present their positions in whatever form deemed appropriate by the Student Conduct Council. Without limitation, live testimony, documentary evidence and all other forms of evidence may be allowed by the Student Conduct Council. The Student Conduct Council has the authority to call witnesses and review evidence not presented by either party, and it may question any witness and review other evidence presented by a party. Without limitation, the Student Conduct Council may require the testimony of the Hearing Officer who participated in the informal dispute resolution proceedings.

   e. The Student Conduct Council will determine, by majority vote, whether the respondent is responsible for the General Grievance alleged, based on whether it is “more likely than not” that the respondent committed the General Grievance. Within 2 days after its hearing, the Student Conduct Council will render a written decision in the matter explaining the rationale therefor, including any sanction that the Student Conduct Council deems appropriate, which shall be provided to all parties simultaneously, along with instructions regarding how to pursue an appeal.

4. Appeal to the Judicial Review Board
   a. If either complaint or respondent disagrees with the outcome of the General Grievance hearing before the Student Conduct Council, s/he has the right to request an appeal of the outcome to the Judicial Review Board. Any such appeal must be initiated by
notifying the Office of Student Life of the grounds for the appeal within 2 days of the Student Conduct Council’s issuance of its written decision. An appeal to the Judicial Review Board will be granted only if one or more of the following grounds is plausible, which shall be determined in the sole discretion of a designated member of the Judicial Review Board, upon such member’s own reasonable investigation:

i. The evidence did not warrant the decision;
ii. The decision did not warrant the sanction;
iii. Proper procedures were not followed that may have had a bearing on the decision or the sanction;
iv. One or more of persons adjudicating the grievance exhibited prejudice that may have had a bearing on the decision or the sanction; or
v. The decision resulted in suspension or expulsion of the party seeking an appeal.

b. If neither party timely requests an appeal the Student Conduct Council’s decision, the Student Conduct Council’s decision is final.

The Judicial Review Board serves as the University’s final appellate review body for all General Grievances. Consistent with and only to the extent allowed by the grievance procedures set forth above, the Judicial Review Board will preside over any appeal from a grievance proceeding. The Judicial Review Board consists of the President of the University (or his designee), two members of the University administration selected by the President, three faculty members elected by the Faculty Assembly, and three students elected by the executive cabinet of the Student Government Association.

a. In the event of an appeal to the Judicial Review Board, a hearing on the appeal will be held within 30 days of the initiation of the appeal by the appealing party. The Judicial Review Board will hear all appeals de novo, with no deference given to the outcome of the proceedings below.

b. The hearing before the Judicial Review Board will follow substantially the same procedures as those prescribed for the adjudicative body from which the appeal is taken, including the right to an advisor of one’s choosing, which may be legal counsel, if legal counsel was allowed by the grievance procedures governing the proceeding from which the appeal is taken (e.g., in Special Grievances).

c. The Judicial Review Board may not remand a case for further proceedings. Instead, the Judicial Review Board may (i) reverse the decision of the lower adjudicative body with respect to responsibility, (ii) uphold the decision but modify the sanction imposed, or (iii) uphold both decision and the sanction.

d. Within 2 days after its hearing, the Judicial Review Board will render a written decision in the matter explaining the rationale therefor, including any sanction that it deems appropriate, which shall be provided to all parties simultaneously. Such decision and sanction shall be final.

- **Special Grievance Procedures** follow a four-step process: (1) initiation of grievance; (2) neutral investigation; (3) adjudication by LRU’s Sexual Misconduct Review Board (SMRB); (4) upon request by any party, automatic appeal to a special review body designated by the President. These procedures are explained more fully, below, but before reviewing these procedures, a student should be aware of several University policies that are designed to address important concerns that sometimes accompany Special Grievances.

Confidentiality: An individual asserting a Special Grievance (or reporting any facts that could form the basis for a Special Grievance) may request to remain anonymous and/or that the Special Grievance not be pursued. Upon such request, the University will take reasonable steps to investigate and respond to the incident consistent with the individual’s request, but the University cannot ensure confidentiality or anonymity in every instance. Similarly, if a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, the complainant should be aware that the University’s ability to respond may be limited. In appropriate circumstances, LRU reserves the right to pursue the Special Grievance process without the cooperation or participation of the individual subjected to alleged misconduct (for example, in situations where the accused student is believed to be a potential threat to the University community). In such cases, LRU’s highest priority will be to maintain a safe and discrimination-free environment for all members of the University Community, but it will take reasonable measures to maintain the student’s confidentiality where reasonably possible. Moreover, in
all publicly-available record keeping required by law, the University will not to publish any personally identifying information about the victim, to the extent permitted by law.

Retaliation: All students should be aware that retaliation resulting from the report of an incident will not be tolerated by the University, and the University will not only take steps to prevent retaliation but also take strong responsive action if it occurs, whether or not any Special Grievance proceedings are pending. If the complainant feels that s/he has been the subject of retaliation, s/he should contact the Office of Student Life or the University’s Title IX coordinator (Rick Nichols, 828.328.7387, Rick.Nichols@lr.edu).

Protective Measures: In connection with a Special Grievance, the complainant may request assistance in the following forms: (1) an escort between classes; (2) separating the complainant and alleged perpetrator from classes; (3) moving the complainant or alleged perpetrator to a different residence hall; (4) counseling services; (5) medical services; (6) academic support services, such as tutoring; (7) re-taking or withdrawing from a class without penalty; (8) entering a “no contact” order; and (9) other reasonable requests for assistance. These options may be requested at any time before, during or after a Special Grievance proceeding. Such requests will be reviewed by the Office of Student Life on a case-by-case basis, and all reasonable requests will be granted.

Self-Care & Wellness: Individuals who have been the victim of acts that form the basis for a Special Grievance should consider using the University’s resources available to assist them in caring for themselves. A full list of these resources can be found under the University’s Sexual Misconduct Policy, in Section 5: Special Campus Policies of this Handbook.

A complete list of Title IX resources, counseling, health, and mental health services, as well as all other rights and options available to the complainant (including the option to pursue criminal charges), will be provided to the individual upon the reporting of such conduct.

The Special Grievance Procedures are as follows:

1. Initiation of Special Grievance
   a. The complaining individual (“complainant”) is encouraged to complete the Special Grievance Form maintained by the Office of Student Life and submit the completed form to the Office of Student Life or the University’s Title IX coordinator. The complainant should complete the form as soon as reasonably possible after the incident giving rise to the grievance, as a failure to timely report a Special Grievance may impede the investigation of the allegations.
   b. After submission of the Special Grievance Form, the Office of Student Life shall appoint a neutral, unbiased Hearing Officer. If not already provided to the complainant, the Hearing Officer must provide the complainant information regarding LRU’s policies and resources pertaining to Title IX. Before moving forward with the Special Grievance process, the Hearing Officer should seek to obtain the complainant’s consent.
   c. The Hearing Officer will provide a copy of the completed Special Grievance Form to the student against whom the grievance is asserted (the “respondent”).

2. Neutral Investigation
   a. Within 7 days after the grievance form is submitted by the complainant, the Hearing Officer shall conduct a prompt and reasonably thorough neutral investigation of the allegations in the Special Grievance Form.
   b. After completing its investigation, the Hearing Officer shall issue a written report of its findings to both the complainant and the respondent and shall request that the Office of Student Life schedule a hearing before the Special Grievance Board (SMRB). Upon request (and to the extent SMRB permissible by law), any and all materials supporting the report will be made available to both the complainant and the respondent. In addition, in cases in which it appears allegations of serious criminal conduct are present, the Hearing Officer or another University official will provide a copy of the report to appropriate law enforcement officials.

Sanctions for Grievances
A wide range of sanctions is available as discipline in any given grievance proceeding. Ultimately, the presiding adjudicative body will assign what it deems an acceptable sanction, depending on the peculiarities of a particular proceeding. For General Grievances and Special Grievances, the following sanctions (listed in
ascending order of severity) may be assessed against a person who is deemed responsible for the alleged conduct:

1. Verbal or written warning;
2. Restitution for loss, damages or service costs;
3. Required counseling;
4. Required Service Projects and/or opportunities for education within the University setting or local community;
5. “No Contact” Order;
6. Disciplinary probation;
7. Disciplinary probation with suspension of privileges;
8. Eviction from the Residence area;
9. Exclusion from some or all areas of campus or University facilities;
10. Disciplinary suspension;
11. Disciplinary expulsion; and
12. Depending on the severity, likelihood of repetition, and potential threat to the University environment, more severe sanctions may be assessed against an individual.

In Special Grievance cases, a likelihood of repeated behavior, threats to the safe and nondiscriminatory University environment, and similar concerns will militate in favor of disciplinary suspension or expulsion of a student deemed responsible for the Special Grievance.

Although sanctions may vary depending on any mitigating or extenuation factors present in a particular case, below are examples of appropriate sanctions entered in various scenarios:

1. Violation of University and or residence life regulation for the first time or while under sanction from a previous violation: one or more of the sanctions listed above.
2. Use of alcohol that leads to public disturbance and/or violations of university regulations or standards: Community service and/or other appropriate penalties.
3. Possession of a firearm, explosives (including fireworks) dangerous or potentially dangerous weapons, or items that may injure a person (General Statute 14-269.2): Disciplinary Suspension.
4. Unauthorized use, possession or sale of drugs: Disciplinary Suspension.
5. Unauthorized possession and use of a key to any campus building or facility: Disciplinary Suspension.
6. Conviction of a felony named as such in state or federal law: Disciplinary Expulsion.
7. Violation of state law with regard to minimum drinking age: Disciplinary Probation and restitution and/or Service to the University.
8. Violation of state law with regard to fire alarms and equipment: Disciplinary Suspension.
9. Damage to University property: Restitution and/or Service to the University.
10. Use of campus facilities while posing as a student (for example, living in a residence hall while not enrolled): Expulsion from the campus and Notice of No Trespass.
11. Assault, including sexual assault: Disciplinary Suspension or Expulsion

Failure to complete a sanction will be considered a major infraction of University policy. This will result in additional charges being issued. All prior sanctions will also be reviewed and new sanctions may be issued.

Emergencies & Exigent Circumstances
Notwithstanding the LRU Student Grievance and Judicial Policies, a student may be involuntarily or administratively withdrawn from the University or from University housing or may be removed from University property upon a determination by the administration (typically, the Assistant Provost & Dean of Student Life) that the student may pose a threat or an imminent danger to the student or others, or may cause significant property damage or directly impede the normal activities of others. Additional circumstances which may necessitate the withdrawal from the University will be assessed on a case-by-case basis. In the event the student disagrees with the involuntary withdrawal or removal, he or she may request that the Assistant Provost & Dean of Student initiate a grievance proceeding, during which time the student will remain withdrawn or removed, pending a final decision in the grievance process.
SECTION 9: THE ACADEMIC INTEGRITY SYSTEM

Responsibility for Academic Integrity

All contributors to Lenoir-Rhyne University—students, faculty, staff, and administrators—are charged to support and to cultivate the principles established in our honor commitment and statement of academic integrity. The Academic Integrity System promotes an educational community based upon honesty, personal and social responsibility, and honor. Each participant in this community must understand that it is her/his responsibility, individually and collectively, to uphold the values of academic integrity at Lenoir-Rhyne University and that all forms of dishonesty profoundly violate these values.

Lenoir-Rhyne University seeks to cultivate continually a learning community in which integrity may flourish. To these ends, the University seeks to define academic dishonesty, to establish standards and expectations of action, and to develop and utilize consistent and reasonable processes for adjudication of any violations of these values.

Violations of Academic Integrity

Violations of the Academic Integrity Statement fall under the jurisdiction of the University Judicial System and are subject to the rules and guidelines established in the Student Handbook. The following offenses constitute academic integrity violations at Lenoir-Rhyne University:

A. Cheating:
   (1) Individual Cheating: To practice or attempt to practice dishonesty or deception in the taking of tests or in the preparation or submission of academic work purporting to be one’s own; to copy or attempt to copy from another person’s test, paper, or other graded work in a course; to use or to provide any notes or other prepared materials that a student is not permitted to consult during a testing period or to bring those materials into the testing area with the intent to use; to submit identical or near-identical papers or course work for credit in more than one course without prior permission of the instructor; to steal, deface, or destroy any research materials or technology that may deprive others of their use; to obstruct or interfere with another student’s academic work; to retain, possess, or circulate previously used exams or other assignments without the instructor’s permission.

   (2) Collusion (action taken by two (2) or more persons together to cheat): To allow another to copy one’s tests, papers, or other graded course work; to provide assistance to others in the preparation of graded course work without the express consent of the instructor; to aid or abet another person in an act of cheating.

B. Lying:
   Committing a forgery or uttering a statement known to be false or dishonest, orally or in writing, for the purpose of, or having the effect of, protecting or improving one’s grades in a course, or one’s academic record, or one’s academic standing; also, to make a statement known to be false or deceitful in a University Judicial proceeding or to protect another person from apprehension or punishment for a violation of academic integrity.

C. Plagiarizing:
   The act of copying a sentence, several sentences, or a significant part of a sentence from any source, including Internet sites, that has been written by someone other than the person submitting the paper, and then neglecting to indicate through the use of quotation marks or blocking that the material has been copied; also, copying from another writer in such a way as to change one or two of the words in the sentence, or to rearrange the order of the wording, or to paraphrase, or to summarize information and then neglect to furnish documentation. Failure to cite sources when appropriate is a form of dishonesty.

D. Impeding an investigation:
Falsifying information, or attempting to falsify information, or intimidating participants in an academic integrity investigation or hearing.

E. Any other actions that violate student regulations as outlined in The Cub or Student Handbook or public statutes for the purpose of leading to or supporting an academic integrity violation will come under the jurisdiction of the University Judicial System.

Responsibility for Academic Integrity
The chief responsibility for student academic integrity at Lenoir-Rhyne University rests with the students. Additionally, every faculty member assumes the responsibility for upholding and assisting in administering the honor commitment. To manifest the fullest confidence in the integrity of Lenoir-Rhyne students, it is essential that faculty create an atmosphere of support for the Academic Integrity System. Instructors are expected to give clear directions regarding assignments, to maintain the integrity and security of examinations, to clarify expectations related to collaborative student work and/or any assignments using tutors, and to promote in all class assignments an atmosphere of mutual trust. Every faculty member is responsible for proctoring, or having proctored, quizzes, tests, and examinations. Students may not proctor a quiz, test, or examination for a class of which they are a member.

Students have a responsibility to ensure the integrity of their own work. If cheating, lying, or plagiarism is observed in an academic situation, a student should inform the faculty member, the Office of the Dean of Students, or the Office for Academic Affairs.

The faculty member may require that the student write a pledge on all work submitted in the course. If the professor makes no such demand, students may reinforce their commitment to high standards of academic integrity by writing the word PLEDGE and signing the work, or the student may write out a pledge and sign the work. An accepted form for a written pledge is: “I have neither given nor received unauthorized assistance on this work.”

Guide to Judicial Procedures
Confrontation
Any member of the Lenoir-Rhyne University community may confront a violation of the Honor Commitment and Statement of Academic Integrity if s/he believes there is information to support such a report. If a student or staff member believes a violation has occurred, s/he may:

- Inform the faculty member in whose class the alleged violation occurred;
- Urge that the individual confess the violation to the faculty member or other appropriate administrator.
- File an Incident Report Form with the faculty member in whose class the violation occurred or with the Office of the Dean of Students. Forms are available in the Office of the Dean of Students, the Office for Academic Affairs, and the various school administrative offices.

If a faculty member believes a violation of the Integrity Pledge has occurred, s/he should:

- Give the student an Incident Report Form for Academic Integrity Violations as notification that s/he is suspected of a violation and then meet with the student to give her/him an opportunity to accept or deny responsibility.
- At this meeting the faculty member may adjudicate the violation or inform the student of the faculty member’s intent to refer it for adjudication by the Student Conduct Council. Regardless of who adjudicates the incident, all documentation related to the incident including the Incident Report Form, copies of the test/paper/project, a narrative of the situation, and other supporting materials should be sent to the Office of the Dean of Students. A copy of the Incident Report should also be provided to the Office for Academic Affairs. A student’s violation of the Academic Integrity system always must be reported to the Office of the Dean of Students and the Office for Academic Affairs.

Fact-Finding and Adjudication
When faced with a possible violation of academic integrity, the faculty member has two potential approaches in the adjudication of the action. He/she may address the matter directly or may refer the matter to the Student
Conduct Council for consideration. Regardless of which approach is taken, unless otherwise noted, all rights and responsibilities outlined in this handbook are applicable.

**Faculty Member as Adjudicator**

If the faculty member chooses to adjudicate the incident, s/he will follow the procedures listed below:

1. If the student accepts responsibility, the faculty member may determine sanctions and communicate a response (skip to #7 below).
2. If the student denies responsibility, the faculty member will conduct an Inquiry, in which he/she will determine the student’s responsibility and appropriate sanction. At the meeting to report findings from the Inquiry, both the student and the faculty member are permitted to have one other person at the session, who may observe only. (This participation is limited to faculty, staff, and student members of the university community whose names are communicated to the faculty member at least 24 hours prior to the meeting. No representation by attorney or any other outside person is permitted.)
3. During the Inquiry report, all documentation/materials related to the incident will be reviewed. This includes the definitions of academic dishonesty outlined in the Academic Integrity System, tests, papers, correspondence, or other paperwork pertinent to a determination of responsibility.
4. The student may respond to the allegation, address documentation and clarify or add other information for consideration.
5. The faculty member will determine if the student is responsible for the violation. After all information has been discussed, the faculty member may excuse the student for a few minutes in order to determine an appropriate judicial response, or the faculty member may require the student to return for a second meeting at which time the judicial response will be communicated. The faculty member may determine that a student is responsible for conduct when he/she determines that a preponderance of the evidence supports that conclusion. A preponderance of the evidence exists when the evidence supports the conclusion that it is “more likely than not” that the student engaged in the misconduct.
6. If the student is found responsible, the faculty member will identify an appropriate sanction, as outlined in the section below.
7. The faculty member will communicate his or her decision verbally and in a follow-up letter that includes a description of the Appeal Process (see below). This letter must be sent within 48 hours of the initial communication of the decision to the student.
8. All documentation (including a copy of all correspondence, a completed Incident Report Form, the faculty member’s summary, copies of assignments, and any other materials used to determine responsibility and response) will be sent to the Office of the Dean of Students to be maintained in the student’s file. A copy of the Incident Report should be provided to the Office for Academic Affairs at the same time.

**Student Conduct Council as Adjudicator**

If the faculty member decides to refer the incident to the Student Conduct Council (SCC) to adjudicate, it will follow the procedures listed below:

1. Within 48 hours of meeting with the accused, the faculty member will refer the Incident Report Form to the Office of the Dean of Students, who will refer the report to the Chief Judicial Officer. The accused student will be provided a designee from the Judicial Affairs Office to assist and answer any questions about the judicial process. No representation by attorney is permitted.
2. The Judicial Affairs Officer shall furnish a notice of the time and place of the hearing to the parties involved (accused student and the filer of the report) and to the appropriate members of the Court at least four (4) days in advance.
3. Normally, all cases must be heard within ten (10) class days upon return of the Incident Report Form to the accuser by the faculty member. Exceptions to this deadline may be allowed if deemed necessary by the Judicial Affairs Officer.
4. Persons who may attend the inquiry are the filer of the report, the accused student, the faculty member in whose class the incident occurred, others with information pertinent to the incident, SCC members, and other impartial observer(s) at the discretion of the Council. The inquiry will be audiotape recorded for the use in the appeals process, if needed. The Office of the Dean of Students keeps these tapes.
5. Judicial proceedings of the SCC shall be closed to the University community unless an open hearing is specifically requested and agreed upon by both parties involved.

6. The Chair of the Council shall preside and open the inquiry with an explanation of procedures and purpose. He/she shall read the Incident Report Form aloud.

7. Accused, Accuser, and their witnesses will be required to swear or affirm that their testimony will be true and honest before it is presented to the SCC.

8. Both parties shall be given an opportunity to present evidence in the form of materials, oral testimony, papers or witnesses.

9. Members of the Council shall have the opportunity to question those persons appearing before the Council.

10. When there has been sufficient discussion of the case, members of the Council shall meet in private session to consider the case.

11. Once the proceedings have been completed and the judicial body has met for the specific purpose of making a final decision, a recess shall not be called until a decision has been reached.

12. In the Student Conduct Council, a majority decision shall be required for the determination of responsibility. Each member of the Council may determine that a student is responsible for conduct when he/she assesses that a preponderance of the evidence supports that conclusion. A preponderance of the evidence exists when the evidence supports the conclusion that it is “more likely than not” that the student engaged in the misconduct.

13. If an individual is found responsible, a sanction shall be assigned by a majority vote of the Council. The SCC may draw upon the listing of possible sanctions as outlined below. Every attempt shall be made to assign sanctions according to the particular circumstances of each case.

14. After the SCC has reached its decision, the participants previously recessed shall be recalled and shall be informed of the decision and the assigned sanction, if any. If the accused is found responsible, the appeals process will be explained.

15. The absence of the Accused from a hearing shall be considered an admission of responsibility.

16. Details pertaining to SCC hearings and decisions are confidential.

17. If the SCC concludes that a student has been involved in an academic integrity violation, the Office for Academic Affairs and the Office of the Dean of Students must be notified, in writing, of the violation within three (3) days of the actual hearing.

18. If, upon notification and review, it is determined that the person has been previously found responsible for a major violation of academic integrity, along with the sanctions imposed in this particular case, he/she may be expelled from the University at the discretion of the Executive Vice-President for Academic Affairs and Dean of the University. This decision shall be reported to the student, in writing, no more than one week after the SCC’s decision.

Sanctions

One of the fundamental principles of integrity is the willingness to assume responsibility for inappropriate actions. For this reason, the University may consider with varying degrees of favor one’s willingness to accept voluntarily responsibility for violations of the Academic Integrity code in the determination of sanctions. The following sanctions may be imposed by the University Judicial System (faculty member or SCC) for violations of academic integrity at Lenoir-Rhyne University:

A. A person who accepts responsibility or is found responsible for a violation of academic integrity in which the circumstances do not merit the imposition of a grade of “F” in a course (e.g., a minor first offense) will receive at least the penalty of academic integrity probation. He/she may also receive a failing grade on the particular assignment under review, if deemed appropriate by the faculty member or the SCC.

B. A person who accepts responsibility or is found responsible for a major first violation of academic integrity in a course may be dropped from the course with a grade of “F” and may be subject to an additional penalty including suspension or expulsion, depending on the magnitude of the offense. S/he will receive additionally at least the penalty of academic integrity probation.

C. A person who accepts responsibility or is found responsible for a violation of academic integrity in which the circumstances do not permit the imposition of a grade of “F” in a course (e.g., a charge against a student not enrolled in a particular course) may receive a penalty ranging from academic integrity probation to suspension or expulsion, depending on the magnitude of the offense.

D. A person who accepts responsibility or is found responsible for an additional violation of academic integrity after having been found responsible for a previous offense may be expelled from the University at the
discretion of the Provost of the University. After the second violation, a grade of "F" shall be entered for any courses in which a violation occurred. In cases of a second violation, it shall be the normal sanction that the student receives at least suspension from the University for at least one full semester. Readmission following a suspension is not guaranteed; the student must furnish to the satisfaction of both the Provost and the Dean of Students evidence that s/he understands her/his actions and that the University can be confident that subsequent violations of the Academic Integrity code will not occur.

Definition of Sanctions

A. **Academic Integrity Probation** takes effect after one’s first academic integrity violation and extends from the time of the conviction until the student meets the necessary requirements to remove the probationary status from her/his academic transcripts. Any further conviction may result in suspension or expulsion.

B. **Academic Integrity Suspension** is the immediate involuntary withdrawal of a student from the University for a time specified by the University Judicial System. The time must be at least one grading period during the academic year. Notation of this penalty shall be maintained on the student’s permanent academic transcript. No means of petition is available to remove this notation from one’s permanent transcripts.

C. **Academic Integrity Expulsion** is the immediate permanent withdrawal of a student from the University. Notation of this penalty shall be maintained on the student’s permanent academic transcript. No means of petition is available to remove this notation from one’s permanent transcripts.

Upon being found responsible for a first violation (that does not result in suspension or expulsion), a student will be placed on academic integrity probation. S/he will receive a letter of notification from the Office for Academic Affairs, and the probation will be noted on the student’s transcripts. This notation will remain on the student’s academic record until s/he carries out the necessary actions to have it removed from her/his permanent transcripts. Additional academic integrity violations shall result in a permanent notation on the student’s transcripts.

Failure to receive or to review one’s letter of notification after a first academic integrity violation may not in any way serve as a mitigating factor in the determination of sanctions for a subsequent violation of the academic integrity code.

A student who is on Academic Integrity Probation may petition the Provost to have this notation removed from her/his Permanent Transcripts through the following process:

1. The student continues matriculation for at least one year after receiving academic integrity probation with no subsequent recorded violations of the Academic Integrity Code. If the student intends to graduate in less than a full year after receiving probation, s/he may make similar petition during the last month before graduation.

2. The student furnishes the Provost with a written justification requesting removal from academic integrity probation. This petition for removal of probation must furnish a cogent argument that demonstrates that the student has learned from these events and will not repeat these improper actions again in the future.

3. The Provost will review the petition and may also meet face-to-face with the student. If s/he determines that the petition satisfies the requirements for removing probationary status, s/he will inform the University Registrar to remove the notation from the student’s permanent transcripts.

4. If the student’s petition fails to demonstrate grounds for removing probationary status, s/he may re-submit a new petition no sooner than six months later, or in her/his last month before graduation, whichever comes first.

5. If a student does not successfully petition for removal of academic integrity probation before departing the University (through graduation or a decision not to return), the notation of academic integrity probation will remain on her/his permanent transcripts.

**FX Grade**

The grade of FX denotes a violation of Lenoir-Rhyne University’s Academic Integrity Code that is egregious enough to warrant the sanction of both failure of the course and notation of the incident on the student’s permanent academic record. This sanction is reserved for only the most serious offenses and would be applied in cases of pre-meditated, significant, and clear violation of the University’s Academic Integrity Code. The FX
grade will be treated like an F grade in the student’s grade point average. Any use of the FX grade will be reviewed by the Provost. An FX grade may be changed to an F grade on the student’s transcript in a subsequent semester before graduation by order of the Provost after the student has met the following requirements:

- The student retakes the course in which the FX was received and successfully completes it with a passing grade; if the course is not offered before the student intends to graduate, the student may request a waiver of this expectation from the Provost.
- The student has no subsequent recorded violations of the Academic Integrity Code.
- The student furnishes the Provost with a written justification requesting the removal of the FX grade.

Any additional academic integrity violations by the student after receiving an FX grade will constitute grounds for immediate and permanent expulsion from the University.

**Appeal**

If an individual who is found responsible for violations of the academic integrity wishes to make appeal, the appeal form must be completed and filed with the Office of the Dean of Students within seventy-two (72) hours after the date in which the student receives the letter indicating responsibility and sanctions (or 72 hours after receiving notification from the Office for Academic Affairs of suspension or expulsion). One’s right to seek appeal does not necessarily imply that an appeals hearing will be held. When an Appeal is filed, the basis or bases of the appeal must be indicated. There are four bases for appeal:

- The evidence did not warrant the decision;
- The decision did not warrant the sanction;
- Proper procedures were not followed that may have had a bearing on the decision;
- There was possible bias/prejudice on the part of one or more of the hearing officers that may have had a bearing on the decision.

The Associate Dean of Students will review the validity of the appeals request. In order for an appeal to be considered valid, the student or faculty member must explain how his/her reasons for appealing have the potential to change the original finding by the SCC or by the faculty member who adjudicated the incident. Appeals without warrant will be denied; if there are no grounds under the criteria listed above for the appeal, additional consideration will be denied. If the Associate Dean of Students views the request as possessing potential validity, the appeal shall be forwarded, with all evidentiary materials, to the Provost.

It is not the purpose of the appeals process to rehear fully the proceedings of the original incident. In determining the outcome of the appeal (regarding the decision and/or the sanctions), an appellate body will rely upon a “reasonable person” standard: were the original decisions and/or sanctions imposed by the faculty member or the SCC conclusions that could be reached by a reasonable person, applying appropriate diligence and community standards, and reaching a proper standard of proof (i.e., preponderance of evidence standard)?

During the appeals inquiry, the Provost will review all evidence from the faculty member’s Incident Report Form and documents and/or the materials from the SCC hearing. The appellant will be permitted to present his/her reasons for appeal. The Provost may ask any questions of the appellant he/she believes to be relevant to the appeal.

Upon completion of appeals inquiry, the Provost may select one of the following courses of action:

- Reverse the decision of the SCC or faculty member.
- Uphold the decision but reduce the sanction (if any).
- Uphold the decision but make the sanction (if any) more severe.
- Uphold the decision and leave the sanction (if any) unchanged.
The Provost may not remand the incident to the original decision venue for re-consideration. He/she will report the decision to the student in writing within 48 hours of the determination. The Provost may reveal his/her reasoning for the decision but is not required to do so.

If the student or the faculty member involved believes that grounds for appeal of the Provost’s decision is in order, s/he must put such grounds in written form and deliver the written appeal to the chair of the University Judicial Review Board within 72 hours of receipt of the decision. All relevant materials from the previous hearing/inquiry of the SCC and/or faculty member shall be forwarded to the chair of the Judicial Review Board.

The chair of the Judicial Review Board shall examine the basis for the appeal and determine its validity. The chair shall decide either to uphold the decision of the Provost or to convene the Judicial Review Board to review the prior decisions. In case of suspensions or expulsions, the Judicial Review Board will automatically convene to review the appeal.

As in earlier appeals, it is not the purpose of the Judicial Review Board, as an appellate body, to rehear fully the proceedings of the original incident. In determining the outcome of the appeal (regarding the decision and/or the sanctions), an appellate body will rely upon a “reasonable person” standard: were the original decisions and/or sanctions imposed by the faculty member or the SCC and/or the appellate findings of the Provost conclusions that could be reached by a reasonable person, applying appropriate diligence and community standards, and reaching a proper standard of proof (i.e., preponderance of evidence standard)? The Judicial Review Board may follow one of the four courses of action:

- Reverse the decision of the Provost.
- Uphold the decision but reduce the sanction (if any).
- Uphold the decision but make the sanction (if any) more severe.
- Uphold the decision and leave the sanction (if any) unchanged.

A student who files an Appeal must receive a final decision within two weeks of the filing date, barring extenuating circumstances. The Chair shall provide to the parties in the appeal a written notification of the decision. The decision of the Judicial Review Board is final.

An appellate (student or faculty member) may withdraw an Appeal at any time prior to the beginning of a scheduled hearing.
Within any close knit community, there are particular words or phrases that members come to acknowledge are acceptable for use. Lenoir-Rhyne is no different. You may find the following terms used to refer to people, places, or things around campus.

**LR Speak**

**Americorps/VISTA Coordinator** – Person that works to activate the students, faculty, and staff to engage in community service or service learning projects.

**ARAMARK** – Food service contracted by Lenoir-Rhyne. The ARAMARK office is located in the cafeteria.

**Bear’s Lair** – Snack bar located on the lower level of the Cromer Center.

**Bid Day** – Day that students who have participated in NPC or IFS Recruitment (see below) receive bids to join fraternities or sororities. They are initiated in to their respective groups after a period membership education.

**Board Plan** – Meal plan offered by the cafeteria. Check with ARAMARK for details about options available.

**CAB** – aka Campus Activities Board. A student organization that plans events and activities for the campus and acts as student advisors for Organizations on the Rise.

**Caf** – The University cafeteria is located on the main level of the Cromer Center.

**Campus Clarity** – An online software that helps educate new LR students to the facts about sexual misconduct, alcohol use, bystander interventions, and drug use.

**Canvas** – LR’s Learning Management System. Students will interact with faculty for class assignments or class discussion using Canvas.

**Cantos** – Literary publication produced by students. All students may contribute poems, stories, artwork, etc.

**Cave** (The Cave) – SGA offices and student recreation room on the lower level of the Cromer Center.

**Centrum** (Belk Centrum) – Small circular auditorium in the Rhyne Building. It is located on the University Drive side of Rhyne across from Fritz-Conrad Residence Hall.

**Chapel** – Held each Wednesday at 10:00 a.m., in the Choral Room of the Mauney Music Building. No other meetings or events should be scheduled during this time.

**Chaplain** – The University Chaplain is Reverend Dr. Andrew Weisner. Pastor Weisner is great person to know on campus.

**Charge** – The large bronze bear statue that resides just off of Stasavich Place (between Shuford Gym and Cromer Center). Many activities and ceremonies begin at the Charge.

**Classification/Class Standing:**
- Freshman – less than 28 hours and less than 2 semesters completed;
- Sophomore – at least 28 hours and 2 semesters completed;
- Junior – at least 60 hours and 4 semesters completed;
- Senior – at least 92 hours and 6 semesters completed.

**Graduate students** – post-baccalaureate students seeking a master’s degree

**Computer Lab** – Labs contain computers available for general student use. The labs are located in the Library, rooms 203 and 210; and in the Cromer Center, main lobby across from the Information Center. See schedule in this section of Cub for hours.

**Conference Room** – meeting room on the upper mezzanine of the Cromer Center above the Information Center and computer lab. Currently, LR’s Debate Team uses the room for meetings and practices.

**Convo** (Convocation) – A series of campus activities, lectures, fine arts presentations, and events offered to the university community. All full-time day students are required to attend Opening Convo, Honor’s Convo, and seven other convos of their choice during each academic year. Graduate students, part-time students, and Lifelong Learning Students are not required to attend; although they are always welcome. See the L-R Catalog for details.

**Cornerstone House** – The stone house on the corner of 8th Ave, NE and 8th Street NE houses many of the personal support services on campus, including Personal Counseling, Student Health Services, Services for the Deaf and Hard-of-Hearing, and Disability Services.

**Cromer Center** – LR Student Center. It contains the cafeteria, Security Services, Student Life offices, the Bear’s Lair, the bookstore, the post office, the Information Center, the Cave, and several meeting rooms.

**Cub** – LR student handbook: [http://student.lr.edu/cub/home](http://student.lr.edu/cub/home)

**Drop/Add** – The period of time each semester during which students may drop or add courses to their schedules. Refer to L-R Catalog and Academic Calendar for actual dates.

**Eucharist** – Communion service offered to students on Thursday evenings at 10:00pm in the Cromer Center.

“Fair Star of Caroline” - LR Alma Mater to be sung with pride and gusto. (Be on the lookout for Pastor Weisner’s robe.)
Final Flip – Pancake breakfast served to students on the Friday night during final exams. All food is prepared and served by faculty and staff members.

Fireside Room - Meeting room in the Cromer Center located off the main lobby of the Center behind the fireplace.

Founder’s Room - Meeting room in the Cromer Center located to the right after one enters the cafeteria.

Free Little Library – This is a birdhouse-like structure near the center cross-walk from Shuford Gym to The Charge statue. Any member of the LR or local community may take or donate books at anytime.

Fritz-Conrad - Primarily an upper-class residence hall housing both men and women. The LR Teaching Fellows are housed on first Conrad during their first year.

Grace Chapel – Centrally located on campus, Grace Chapel serves as a reminder of LRU’s commitment to faith development among the student body. Students of all faiths and belief systems are welcome.

G.P.A. - Grade Point Average

Greek Organization Recruitment - In the fall and spring semesters students wishing to join a fraternity or sorority participate in a series of meetings and events in order to meet members of each group and learn about the different Greek organizations. This was, at one time, known as “Rush”. Not all fraternities and sororities recruit in the same manner.

HACAWA - LR yearbook (stands for “Halls, Campus, and Walls”).

Hickory House Apartments – The newest residential area for non-first year students.

Hickory Room - Meeting room located on the rear mezzanine of the Cromer Center.

Homecoming - Weeklong series of events during the fall semester which culminates in a Homecoming parade and the election of a Homecoming King and Queen. Reunions and other special alumni events take place over Homecoming Weekend.

ID - Official Lenoir-Rhyne Identification Card. An LR ID is needed to check out books, eat in the cafeteria (for students on the board plan), attend athletic and CAB functions, etc. All students should have their IDs available at all times.

IFC (Interfraternity Council) - Governing body of the nationally affiliated fraternities on campus.

Ike - Isenhour Residence Hall.

Interpreting Services – Provided for all campus events/activities upon request. Submit an online request at http://deaf.lr.edu/

Intramurals - University-sponsored athletics open to all students. Create a team and join the fun!

Isenhour – Suite-style, co-ed Residence hall that housed primarily first-year students.

Joe Bear and Josie Bear - LR mascots.

Joe’s Coffee – Joe’s is located in the lower area of Cromer Center in the Bear’s Lair. Enjoy Starbuck’s coffees, hot and cold specialty beverages, baked goods, and more.

Learning Commons – The one-stop-shop for academic assistance is located on the 2nd floor of the Rudisill Library. Services include a writing lab, speech center, computer labs, academic tutoring, and study hall.

Living Learning Center (LLC) – Co-ed, apartment style residence hall housing upper-class students. 

Midterm Reporting - Mid-semester grades provided to students.

Morgan - Co-ed Residence hall that housed first year students.

myLR – This is a portal system that allows students to register for classes, see their financial statements, and much more.

Panhel (Panhellenic Council) - Organization that oversees the nationally affiliated sororities on campus.

Price Village - Upper-class co-ed residence area where students are housed in townhouse units.

Probate – A program when new full members of Zeta Phi Beta Sorority, Inc. or Omega Psi Phi Fraternity are presented to the campus community during an open show.

PV (The Village) - Price Village Residence Area.

Orientation (Take Charge) – The orientation for first year and first time students to LR. It takes place the weekend before classes begin.

Quad - Grassy area encompassed by the Rudisill Library, the Minges Building, the Rhyne Building, the Lineberger Building, and Mauney-Schaeffer Residence Hall. It is the main entrance to the university.

RA and RD - See Resident Advisor and Resident Director

RAVE Mobility - LRU’s emergency notification system. Each student should sign-up as soon as you enroll at https://www.getrave.com/login/lr. Please use the same log in information that you use to log into your email and lamp accounts. You do not need to use the @my.lr.edu part of your user name.

Reading Days - Study days during final exam period.

Reece Institute – Institute created to encourage conservation of natural resources.

Relay NC – Enables people who use TTY’s to communicate with those who use voice telephones, and vice versa. For more information on Relay NC, go to http://relaync.com/

Resident Advisors (RAs) - Upper-class students employed by the university to provide onsite assistance to student residents and to assist in the supervision of individual residence halls and units.
Resident Director (RDs) - Graduate students employed by the University to provide onsite supervision of RAs and student residents and to manage individual residence halls and units.

SGA (Student Government Association) - Student-run campus governing body.

Shaw Plaza - Concrete area located in front of the Cromer Center.

Solmaz Institute - Institute created to assist in the prevention of childhood obesity.

Spring Fling - A series of entertainment event and activities for students sponsored by CAB in the late spring.

St. Andrew’s - Lutheran church affiliated with the university located across from the Quad. The university uses St. Andrew’s for some of its activities.

The Rhynean / LR News - LR student newspaper – published monthly by and for students.

Transcript - An official record of a student’s scholastic achievement. Available from the Registrar’s Office.

Tree Lighting - Occurs in the Quad area in front of the Rhyne Building following the A Cappella choir’s Christmas concert. The freshman class is responsible for placing luminaries on the path from St. Andrew’s to the Rhyne Building.

TTY or TDD - Telecommunications Device for the Deaf.

Welcome Center - aka “The Fish Bowl”. Located in the main lobby of the Cromer Center, the welcome center staff can assist with IDs, parking permits, and general information.

www.lr.edu - Lenoir-Rhyne University’s web site.

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**Dr. Daniel Kiser, Dean**

See below
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- Education
- School of Counseling and Human Services:
  - Counseling (M.A.)
  - Human and Community Services

College of Health Sciences
School of Health, Exercise, & Sport Science:
- Athletic Training (M.S.)
- Health and Exercise Science
- Physical Education
- Sports Management
School of Nursing:
- Nursing
School of Occupational Therapy:
- Occupational Therapy (M.S.)
- Human Occupational Studies

College of Professional and Mathematical Studies
Snipes School of Business:
- Accounting
- Economics
- Finance
- Management
- Management Information Systems
- Marketing
- International Business
- Business Administration (M.B.A.)
Schort School of Math & Computing Sciences:
- Computer Science and Information Technology
- Mathematics
School of Journalism & Mass Communication:
- Communication (all tracks)