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EMERGENCY TELEPHONE NUMBERS

AMBULANCE 345-2000

Report exact location of point of pick-up and give a brief description of the injury.

FIRE 342-4561, 343-4623

Report exact location of fire and give a brief description.

POLICE 342-4511

Report exact location and give a brief description of the problem.

Student Handbook Editors:
Dean Ed Wilkinson
Barbara Blakeman
Kit Christensen
Helan Fleenor
Steve Proctor

Typesetting and Layout:
Kay Day
Dawn Bowers
Dennis Dillon
Linda C. Seibert

Cover Design by
Dennis Dillon

BOISE STATE COLLEGE



STUDENT HANDBOOK

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1973-74

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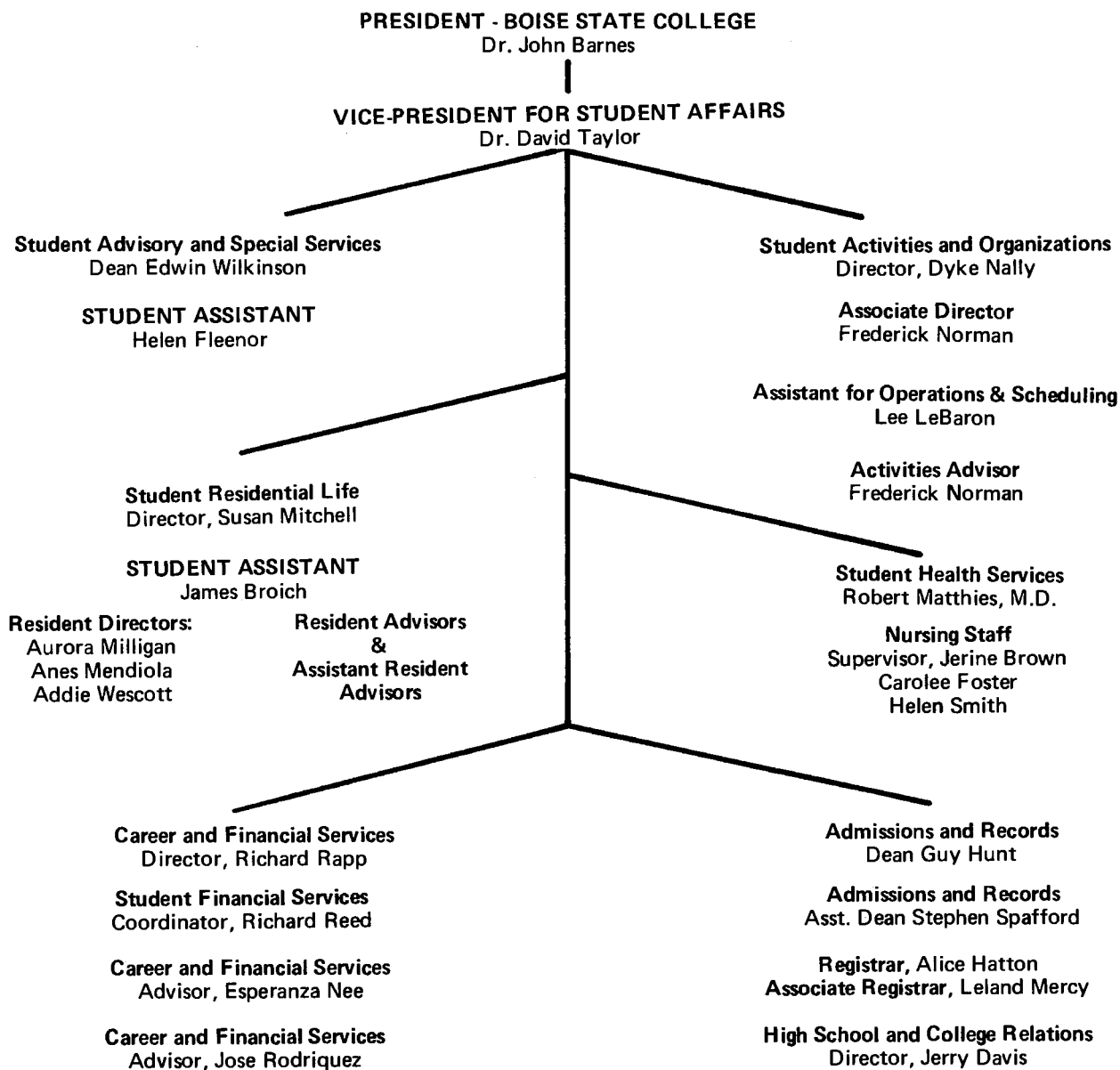
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part I
student
personnel



STUDENT PERSONNEL SERVICES ORGANIZATIONAL STRUCTURE



VICE PRESIDENT FOR STUDENT AFFAIRS

If you ever need to see the BOSS on a Really Big Problem check in Room 110, first floor of the Administration Building and ask for Dr. David S. Taylor, Vice President for Student Affairs. He is the expert on all of the Services provided by Student Personnel.

Specific questions or problems on State residency requirements, the Student Policy Board, other student personnel offices, student government, independent study, and other areas of counseling and advising are handled in Dr. Taylor's office.

STUDENT ADVISORY and SPECIAL SERVICES

Located on the first floor, Room 114 of the Administration Building, the Student Advisory and Special Services Office IS THE PLACE TO GO WHEN YOU DON'T KNOW!

Need some advice about classes, a major, a personal hang-up, or who to see, or what to do, or how to do it? Want to know about the Minority Cultural Center, Veterans Affairs, International Students, Minority Student Services, how to withdraw from college, or how to petition or initiate a special request?

In other words, if you need some assistance that will help you along the way toward earning that College education, the Student Advisory and Special Services (SASS) people will do everything possible to help you.

ADMISSIONS AND RECORDS

Admissions and Records handle all the paperwork involved in keeping your academic record up-to-date from the moment you first apply for admission until the day you graduate and receive your degree. If you need to know whether the college received your application, high school or other college transcripts, physical exam, or how much it costs to register, where to register, when, and how, the Admissions people in Room 100 (Admissions Window), 101, and 103 first floor of the Administration Building are there to help.

If, after you register, you have questions about your BSC transcript, credits earned or transferred in from other colleges, or anything concerning your cumulative academic record be sure to contact one of the Registrar's staff in Rooms 102, 104, or 108, first floor of the Administration Building.

CAREER AND FINANCIAL SERVICES

Career and Financial Services provides a program of advising and assistance to students regarding financing their education, determining what they want to do when they graduate, and obtaining career employment upon graduation. The office is located in Room 117 Administration.

Financial Assistance

Boise State College has a comprehensive financial assistance program which includes a variety of types of scholarships, loans, grants, and part-time jobs for which one might apply. Due to the changes occurring in traditional financial assistance programs, students should arrange to see a staff member in Career and Financial Services during Fall Semester to learn what assistance might be available and how to apply.

Career Services

Career and Financial Services also provides information regarding career opportunities and career choice. Students are invited to utilize this Service anytime during their college years to assist in the important decision of what to major in and what to do after graduation.

Career and Financial Services also assists graduating students and alumni by providing information about job hunting techniques and employment opportunities. Graduating students are encouraged to establish a placement credential file with the office early in their final year. This permanent file contains references and other valuable information which can be provided to employers or graduate schools. The office also arranges for a variety of employers to interview graduating students right on the campus.

COUNSELING AND TESTING CENTER

The Counseling and Testing Center provides assistance to students with personal, vocational and educational concerns. Its objectives are to aid students to become more self-reliant, more effective in their personal and social relationships.

There is individual and group counseling at the Counseling and Testing Center. The Center is also responsible for the administration of such testing programs as the American College Testing (ACT), Miller Analogies Test, College Level Examination Program. (CLEP), etc.

Any college student may arrange to see a counselor about any matter of concern to him. While counselors do not necessarily give advice, they do provide information when appropriate. Frequently, the counselor can respond in such a way that the student gains more understanding of himself.

An appointment with a counselor can be made in person at Room 247 of the Library or by telephone, 385-1601. The Counseling and Testing Center is open from 8:00 a.m. through 4:30 p.m., Monday through Friday.

No one can talk openly about himself if he is afraid that he may be hurt in some way by revealing his feelings. To encourage openness, all matters discussed by the student are held confidential, and information is released to others only with the written permission of the student. No report of the counseling is made in any official college record.

Counseling and Testing Center Staff:

Dr. David Torbet, Director 385-1601
Mrs. Ann DeLaurier, Counselor 385-3403
Dr. Jerry Dodson, Counselor 385-1603
Dr. Max Callao 385-1602
Dr. Dale Cornell, Psychiatrist 385-1601
Mr. Carlos Arreola, Psychometrist 385-3350

STUDENT HEALTH CENTER

The Student Health Center is located directly across from the Campus School on College Boulevard. It provides general medical care for full-time students. Employees of the Center do routine diagnosis and management of acute illness and injury, immunizations, and also perform routine physicals, etc.

Specialists are on duty to counsel students with medical and emotional problems. The Center maintains an inservice training program for the personnel, and promotes positive health attitudes through lecturing, individual counseling, and various literature.

The Student Health Center is open to students of B.S.C. from 9:00 a.m. to noon and 1:00 p.m. to 4:00 p.m., Monday through Friday.

Please feel free to use this fine facility at any time.

STUDENT UNION

As the center of campus social life, the SUB is yours to enjoy and use during your between-class and leisure hours at Boise State. It was specifically designed to provide a wide variety of special services and facilities that are available to all students, faculty, administration, alumni, and community guests. For information about services, equipment or facilities call 385-1448.

SUB HOURS

Monday through Thursday - 6 a.m. to 11 p.m.
Friday - 6 a.m. to 1 a.m.
Saturday - 12 noon to 1 a.m. Lobby opens at 6 a.m.
Sunday - 12 noon to 11 p.m. Lobby opens at 6 a.m.

BSC Bookstore

Located on the first floor, the Book Store supplies all textbooks, study aids, general school supplies and other necessary campus merchandise. You can also buy paperbacks, magazines, toiletry items, cosmetics, stationery, clothes, novelty items, candy, art supplies, and a variety of other commercial items handy to have as a student. The textbook and paperback sections are located in the rear of the store, while class supplies, notebooks, paper, art and engineering supplies are near the front center-right as you enter. Toilet articles, candy, novelties, etc., are also up front center-left as you enter. The BSC Bookstore also provides a check cashing service, mailing, and photo service for all members of the College community.

BSC Food Service

The College contracts yearly with a commercial Food Service firm (Slater) for all food services on campus. For information call 385-1225 or call Housing 385-1557 about meal tickets. Some of the facilities provided are:

SUB MAIN DINING ROOM (Boarding Students) - Located on the right of the stairway of the second floor, the dining room serves three full meals a day, cafeteria style to all students with meal tickets.

Meals are served at the following times:

	Monday - Friday	Saturday	Sunday
Breakfast	7:00 - 8:00	8:00 - 8:30	9:30 - 11:00
Continental	8:00 - 9:30		Brunch
Lunch	11:00 - 12:45	12:00 - 1:00	
Sandwich Bar	12:45 - 1:40		
Dinner	4:30 - 6:15	5:00 - 6:00	4:00 - 5:00

SNACK BAR - takes up the whole northwest end of the SUB's first floor and uses the scatter system in the fountain area so customers can pick up only what they want without standing in line. Hamburgers, hot dogs, salads, sandwiches, soups, ice cream, cokes, etc., as well as hot lunches ala carte are offered from 11:30 a.m. until 1 p.m., Monday through Friday. Breakfast menus are available everyday. Sandwiches, hamburgers, etc., are available all day.

SNACK BAR HOURS: 7 a.m. to 7 p.m., Monday through Friday

CATERING - Slater Food Service offers catering for all types of functions. Special affairs such as luncheons, banquets, teas, receptions, and coffee breaks can be easily arranged by calling the Caterer at 385-1684.

VENDING MACHINES - are located in the snack bar and Games area on the first floor of the SUB and in the Lookout on the third floor. Other machines are also located in the residence halls and all academic buildings.

General Purpose Meeting Rooms

There are meeting rooms available to recognized Student Organizations and faculty or staff located on the second floor of the SUB. Room reservations are made in the Scheduling Office on the first floor and should be made early to assure a room. The majority of meeting rooms have conference tables, chairs, and some blackboards. Other equipment can be procured by the Scheduling Office staff if ordered early - such as rostrums, lecternettes, public address systems, projectors, and so on. Many of the meeting rooms are named after different counties of the State of Idaho. In a case when Food Service will be involved such as a banquet one should contact the Operations Office first to be sure that there is room available.

Art

Student, Faculty, and guest art works, paintings and exhibits are generally displayed in either the Boisean or Ada lounges but may also be seen in the Snack Bar, Main Lobby area, or central corridors. **LOOK AROUND - THE SCENE CHANGES REGULARLY.**

Recreational Facilities

The Games Area is located on the first floor past the Book store. There are six bowling lanes, ten billiard tables, two snooker and one three-cushion billiard table, foos-ball machines, table tennis, coin amusement machines, a quiet game area, outdoor recreational equipment and other rental equipment available. Also the lockers located on the left of the entrance to the Games Area are available for rent to students; check at Games Area Desk.

Ballroom

The Ballroom on the second floor North is used for dances, luncheons, speakers and other activities and has an occupant capacity of nine hundred.

The Head Shop

Also located on the first floor to your right as you enter the front of the SUB, this two chair shop offers hairstyling for both men and women six days a week from 9:00 a.m. until 5:00 p.m. and Saturday's 9:00 a.m. to 12:00 noon. Call extension 1260 on-campus for information.

Information Center

The Information Center is located in the main lobby to your direct right as you enter the front door of the SUB. The information center is the HUB OF THE SUB. Information concerning current and up-coming events, ticket sales, office location, lost and found, paging telephones and special events can be obtained here as well as cards for registering classified ads on the bulletin boards to either side of the Information Center counter. Lost and Found Services for the entire campus are located here as well as room scheduling in the SUB.

Programming and Scheduling Office

This office is located across from the Book Store on the first floor. The Programs Office contain the headquarters for the **Student Union Program Board** and its sub-committees, The **ASB Judiciary system**, as well as for all student organizations. Each recognized student organization has a campus mailbox in the Programming Office and is required to submit an up-dated roster of all officers to maintain recognition.

Coordination of all campus activities, the filing of *Activity Scheduling Forms* and planning of dances, concerts, art shows, cabarets, films, coffeehouses, lectures, banquets, and numerous outdoor activities take place here. If you want to "Get Involved" or find out about fraternities, sororities, other campus organizations, check out sign-making kits, or schedule an event - - - this is the place.

Telephones

Four Public Pay Phones are located directly behind the main lobby stairway on the first floor. Blue Paging Telephones are located on the first floor next to the Information desk and on the second floor in between the Big Four Meeting rooms and the Nez Perce Room.

Lounges

There are two very large lounges that take up the northwest corner of both the first (Boisean Lounge) and second (Ada Lounge) floors of the SUB. Both have huge fireplaces, ultra-soft furniture, and excellent panorama views of the campus. A great place to rest and relax between classes. The TV Room on the second floor North is open during regular hours of the SUB.

Lookout

The Lookout is on the third floor of the SUB and is used for coffeehouse entertainment in the evenings and a quiet study area during the day with piped-in FM music. No classes or meetings are permitted to be held in this area - so it makes an ideal setting for quiet study or to "rap" with a friend. Vending Machines of all types are available for quick snacks or drinks.

STUDENT RESIDENTIAL LIFE

No matter where you're living, the Office of Student Residential Life affects you. If you live in a dormitory, apartment, married student housing, or even if you're living at home this office may be able to assist you. The office is concerned with making the student's residential experience meaningful and enjoyable.

Any individuals or groups of students with problems or questions related to their residential situation should come to Room 110 Administration Building for assistance. The selection and training of the Resident Directors, Resident Advisors, Assistant Resident Advisors, residence hall officers, and Inter-Dormitory Council are the responsibilities of the Office of Student Residential Life. The office also tries to identify the needs of students as related to their residential experience, so that through individual counseling or new programs these needs can best be met. This includes married students, commuter students, and residence hall students. Any questions? Come to Room 110 Administration Building.

Residence Hall Resource Personnel

Resident Director

Each Residence hall has a Resident Director who is responsible for the over-all operation of the hall and its government. The Resident Director (R.D.) works directly with the students in establishing the residence hall's organizational structure and social program. She assists in planning a diversified social, athletic, and educational program based on the needs and interests of the students in the building. Your Resident Director is just as available and more than willing to meet with you for personal conferences, advice, etc., as she is for official business. She actively encourages your participation in the planning and carrying out of various hall functions. Some of those activities include dinners, coffee hours, dances, picnics, intramural athletics, and other social affairs.

Resident Advisors

The Resident Advisors in each hall are selected upperclassmen who are responsible for the development of an effective hall unit. The R.A.'s responsibilities include advising students, referring student concerns to various campus services and assisting new students in their orientation to the campus. The Resident Advisor has the authority to enforce college policies and procedures.

Assistant Resident Advisors

The Assistant Resident Advisors (A.R.A.) under the supervision of the R.A.'s, have similar responsibilities and authority. They are to know each resident on their floor or wing in order to assist the R.A. in discovering individuals who may need special help with personal problems, study skills, vocational and/or educational plans. They are also just as concerned about eliminating distractions during study hours, preventing damage to hall property, hall rules infractions, as well as assisting each resident with adjustment problems.

Housing Concerns

Housing contracts are for a full academic year. Your application for admission must be accepted and then a payment of \$35 must be made for a security deposit. The \$35 will be refunded when you leave the hall permanently. If damage has been done in the hall, you must assume partial or all responsibility.

Boise State College recognizes that unexpected circumstances can arise during the academic year which may make it impossible to fulfill the contractual obligation. Release from the spring portion of the contract is possible under certain instances. A WRITTEN PETITION must be sent to the Housing Director by December 1st, FULLY explaining the situation. All advance payments and deposits are forfeited unless a written request for cancellation is received and approved.

Assignments

Room assignments are originally made by the Housing Office and are given to each resident upon arrival at the hall. Returning hall residents who turn in a room preference during the preceding semester are given first room choice whenever possible. Room changes may be made on the recommendation of the Resident Advisor and Resident Director in the interest of health, discipline, or the general welfare of residents. Requests for room change should be made through the Resident Advisor of the floor and will be considered after the first three weeks of the semester.

Student Rooms

The College respects the student's right to privacy; however, the College reserves the right to enter a student's room at any time for health, safety, welfare and maintenance purposes. Because of health and safety standards, student rooms are inspected by two members of the Staff. **AT NO TIME MAY ARTICLES OR FURNISHINGS BELONGING TO BOISE STATE COLLEGE BE REMOVED FROM ORIGINAL PLACEMENT WITHOUT SPECIFIC WRITTEN APPROVAL.** It is the responsibility of the occupants of each room to report any needed repairs immediately to the RA, ARA or custodian. It is recommended that all valuable personal items be insured. **RESIDENTS WHO SHARE THE SAME FACILITIES AND AREAS ARE FINANCIALLY RESPONSIBLE FOR DAMAGES THAT CANNOT BE ATTRIBUTED TO ANY ONE OR GROUP OF INDIVIDUALS.**

FOOD SERVICE

A.R.A. Slater Food Service, provides a three optional meal plan:

Option A: 7-day (20 meals: 3 meals, Monday-Saturday, 2 meals Sunday)

Option B: 7-day (14 meals: 2 meals (Lunch and Dinner) Monday-Sunday)

Option C: 5-day (10 meals: Lunch and dinner, Monday-Friday)

Students lending or borrowing meal tickets are subject to disciplinary action and/or fines.

No food shall be taken from the Dining Area, with the exception of sick trays which may be obtained by presenting a designated card with the signature of a Resident Advisor, Assistant Resident Advisor or Resident Director.

Any student, who for either religious or medical reasons requires an unusual diet should not make reservation for a residence hall room. **ALL RESIDENT HALL STUDENTS ARE REQUIRED TO PURCHASE A MEAL TICKET.**

Because of health standards, students not properly dressed may be refused admittance to the dining room. The dining room is on the second floor of the Student Union.

Facilities and Services

Mail Service

Individual or room mail boxes are provided for residents at the desk or main office on the first floor of each hall. Mail box numbers and combinations are issued each resident when they check in.

YOUR CAMPUS ADDRESS SHOULD READ:

Student's Name

P.O. Box No. - Name of Hall (Chaffee, The Towers, Morrison or Driscoll)

1910 College Boulevard

Boise State College

Boise, Idaho 83725

Telephone Service

Residents of Chaffee and The Towers are issued his or her own personal Billing Code Card for the private telephone in the assigned room and is responsible for its use and security. **DO NOT LEND IT TO ANOTHER STUDENT.** Private telephones can be ordered individually through the Housing Office by residents of Driscoll and Morrison Halls. Abuse or damage of equipment will mean discontinuance of service.

Parking

Assignment to a residence hall room does not involve any obligation on the part of the College to provide security of or reserve a specific campus parking space for automobiles. Cars must be registered, and decals obtained from the Office of Building and Grounds during registration. All residence hall students are subject to the same traffic and parking regulations as other students.

Bicycle racks are located near the entrances to all halls and owners are advised to use strong locks to discourage theft. Motorcycles must be registered and a decal displayed before they can be parked in designated spots in the parking lots. Motorcycles are not to be parked or driven on the grass or sidewalks.

Residence Hall Student Government

Each residence hall has its own independent Student Government composed of a Council or Senate, Executive Officers, and a Judicial Board. The Council or Senate is the legislative body of the hall association and is generally composed of two elected members from each hall or suite. The Executive Officers are generally elected once each academic year in an all-hall election. The hall executive and legislative branches are directly involved in the planning and execution of activities, programs and policies of interest to all residents in the hall. They are responsible for the enactment and enforcement of hall rules and regulation as well as college policies.

Interdormitory Council (IDC)

IDC is comprised of the hall presidents, vice presidents and one elected or appointed representative for each seventy-five residents in a hall. Currently there are four representatives for each 300 student hall and one for each 75 student hall; or four men and six women representatives plus the four presidents and four vice presidents. The purpose of IDC is to promote the best interests of residence hall students, to further the aims of good government, to foster the spirit of unity, and to coordinate the physical, political, and social activities of the residence halls. The responsibilities of IDC are handled by the Senate (Legislative Branch), the Executive Officers and the Judicial Board.



part II
academics



BOISE STATE COLLEGE LIBRARY

Number of volumes: 170,000

To charge out a book: 1. Remove the book card from its pocket inside the back cover. 2. Fill out the card including your name and student number. 3. Present the book, the filled-out book card, and your BSC identification card to a student assistant at the circulation desk who will stamp the book.

Library Hours:	Monday - Thursday	7:30 a.m. - 11:00 p.m.
	Friday	7:30 a.m. - 5:00 p.m.
	Saturday	1:00 p.m. - 5:00 p.m.
	Sunday	2:00 p.m. - 10:00 p.m.

Closed on Labor Day, Homecoming, Thanksgiving Day and Friday following.

Book fines: 10 cents per day
Reserve books: 25 cents per hour
Periodicals: 25 cents per day
Semester overdue 50 cents per day

ARRANGEMENT OF THE BOOK COLLECTION

The book collection is located on open shelves on all four floors of the library. For location of specific classification numbers, consult the charts near the card catalog.

First Floor

CARD CATALOG—the index to the library's collections. Here the student may discover what information and materials are available to him and where they may be located in the library.

REFERENCE DEPARTMENT—has a large collection of encyclopedias, dictionaries, and other reference works to aid library users in finding needed information. A reference librarian is on duty most hours the library is open to assist students and faculty in using reference materials and the card catalog.

CIRCULATION DESK—Here books are checked out for home use, records are kept of all books in circulation, and if necessary, notices are sent to delinquent borrowers who fail to bring back their books on time. Books are returned here, and after being checked in, are reshelved on their respective floors.

RESERVE DESK—has assigned readings for courses.

Second Floor

CURRICULUM RESOURCE CENTER—the library has a growing collection of multi-media and non-book materials housed in the CRC. The collection includes book and non-book teaching materials, phonorecords and tapes, plus many types of equipment for use with these materials.

Also in this area are electronic carrels where students can dial a program of their choice and listen to class lectures or assignments.

Third Floor

MAP COLLECTION—contains maps of Idaho, the United States, and the world. Maps are available in a wide variety of subjects, formats and scales for all areas.

Fourth Floor

PERIODICALS AND DOCUMENTS—are kept in closed stacks on the fourth floor, but these are readily available at the counter. Newspapers and a rapidly growing collection of microforms are also located here. Microfilm readers and reader-printers are available.

Other Services

KAID-TV—an educational television station, occupies a portion of the ground floor of the Library Learning Center. It has its own separate entrance. The facility provides a large production studio, offices and modern broadcasting equipment for a TV station. Boise State College **KAID-TV, channel 4**, provides non-commercial public broadcasting programming which serves residents of Treasure Valley. The station produces and airs instructional TV programs in color for public education, higher education, and the community. In addition, programs are produced to offer complete courses via TV for Boise State College as well as supplemental materials for several Boise State College courses and departments. The station is an affiliate of the Public Broadcast Network and airs and produces public television programs in cultural and public affairs for the citizens of Idaho.

The following services are located on the second floor, east end, of the Library Learning Center.

INSTRUCTIONAL MATERIALS CENTER—houses the educational film library and all types of av equipment. Special graphic arts and photographic services are also available.

THE READING CENTER—prepares reading specialists for the public schools, and provides reading services for college students who show reading deficiencies.

THE CENTER FOR COUNSELING, TESTING AND GUIDANCE—is designed to help students with personal, education, vocational and social problems. Professional counselors work with the student in a setting that allows confidential discussion of the student's concerns. The student may concentrate on a specific problem or he may work on his general adjustment to academic life.

Faculty Offices—for the Departments of Teacher Education and History are also located on this floor.

ACADEMIC INFORMATION

Faculty Advisors

Each student is assigned a faculty advisor by the department offering the student's major. The advisor will study and sign proposed course schedules, will receive various student records, and issue mid-semester grades to students.

A. Grading System

- A - Distinguished work—Four quality points per hour.
- B - Superior work—Three quality points per hour.
- C - Average work—Two quality points per hour.
- D - Passing but unsatisfactory work—One quality point per hour.
- F - Failure—No quality points per hour.
- P - Pass—No quality points.
- CR - Credit—No quality points.
- NC - No credit—No quality points.
- I - Incomplete:

The grade of incomplete can be given in cases where the student's work has been satisfactory up to the last three weeks of the semester. The returning student must contact the instructor and consider the following options:

1. Make up the work within the first half of the current semester.
2. Request of both instructor and department chairman an extension of time.
3. Retake - repeat the courses.
4. Request that the Incomplete be changed to a W.

If the student fails to contact the instructor by mid-semester, the instructor can, at that time, change the Incomplete to a "W" or elect to extend the Incomplete into the next semester. Within that next semester if the student contacts the instructor, the procedure outlined above can be followed. If there is no contact by the student, the instructor by mid-semester will change the Incomplete to a "W".

W-Withdrawal-No quality points

A student who receives a grade of 'F' in a given course (if the course is still offered), may elect to retake that course to raise the grade. In respect to a course in Independent Study where the instructor refuses to permit the student to retake the study; where the student cannot secure permission from another instructor to accept the program of study; and, where the instructor has left the institution, the grade of 'F' upon recommendation of the department chairman, reverts to a 'W'.

A student who received a grade of D in a given course may repeat that course to raise his grade, if in the meantime he has not taken an advanced course for which the first course is prerequisite. Degree credit for courses so repeated will be given only once but the grade assigned at each enrollment shall be permanently recorded.

In computing the grade point average of a student with repeat courses, only the most recently received grades and quality points shall be used for the first 16 credits repeated. In the case of further repetitions, the grade point average shall be based on all grades assigned and on all credits carried.

- S - Satisfactory—No quality points.
- U - Unsatisfactory—No quality points.
- AUD - Audit—No quality points.
- NR - No record.
- NG - Non - gradeable.

CLASSIFICATION OF STUDENTS

After registration students are classified as Freshmen, Sophomores, Juniors, Seniors or Graduate.

Freshman—From 0 semester credits through 25.

Sophomore—From 26 semester credits through 57.

Junior—From 58 semester credits through 89.

Senior—90 semester credits and over, but has not received B.A. Degree.

Graduate—Has received B.A. degree.

A student enrolled and classified during the first semester is not reclassified at the beginning of the second semester.

A student enrolled for 8 semester hours or more will be considered a full-time student.

A student who is carrying less than 8 hours will be classified as a part-time student.

CLASS CHANGES

Students may add or drop a class by securing a drop and add permit from their advisor. The drop and add permit must be signed by their advisor and initialed by the instructors involved. This drop and add permit should then be presented in the Registrar's Office with your identification card for processing. The permit is then cleared through the Business Office. A fee to add classes is charged by the Business Office. The date on which the Registrar signs the permit will be the official withdrawal date. It is important to check the academic calendar to become aware of certain critical withdrawal periods. All classes withdrawn from before Midterms are an automatic W; All classes withdrawn from after midterms could result in a W or F grade depending on whether the student is passing or failing the course.

WITHDRAWAL FROM COLLEGE

Withdrawal from Individual Courses. A student may withdraw from individual courses by securing a change in registration card from his advisor, which must be endorsed by the advisor and each instructor involved, then presented to the Registrar for signature, and then cleared with the Business Office. The date on which the Registrar signs the change card will be the official withdrawal date.

Complete Withdrawal from College. A student may officially withdraw from college (all courses) *only by securing a withdrawal permit from the Office of Student Advisory and Special Services* and having it signed by same. This office will advise the student of the offices he must clear with before presenting the complete withdrawal to the Registrar's Office. After clearance with the Registrar the student is sent to the Business Office for final clearance.

A student may withdraw prior to the end of mid-semester examinations (see specific date on College Calendar) without penalty for failing work. If the student withdraws after the end of mid-semester examinations, he may receive a grade of "W" only if his work is passing as of the official withdrawal date and an "F" in all courses in which he is failing. A student may not withdraw from college or from individual courses during the last three weeks of a semester, including final examination week. Students discontinuing a course without having completed an official withdrawal shall be awarded a grade of "F."

The responsibility for withdrawing from individual courses rests with the individual student; but in certain situations the instructor may initiate the withdrawal.

1. If the student registers for the course but never attends.
2. If the student registers for the course, attends briefly, and then neglects to withdraw from the course.
3. If the student registers for the course on an audit basis but never attends, or attends for only a brief period.

In cases of a faculty initiated withdrawal the instructor will notify the office of the Vice-President for Student Affairs of the impending action. The Vice-President will then notify the student. If no further effort is made by the student within two weeks after the notification, the instructor may then initiate the withdrawal.

Right of Appeal:

In cases where a strict application of this regulation seems—in the opinion of an instructor, advisor or a student—to work an unreasonable hardship, the *Office of Student Advisory and Special Services* is authorized to grant exceptions.

Maximum Load

No student shall be allowed to enroll for more than 18 hours without special permission from the Dean of the School in which his major falls, unless more hours are specified in his curriculum.

ACADEMIC PROBATION AND DISQUALIFICATION

The student whose academic work indicates that he cannot continue in the college with profit to himself and credit to the institution will be placed on probation; and if he continues on probation for two semesters, he will be subject to dismissal from the college. Satisfactory performance means the orderly progression toward graduation maintaining a cumulative grade point average of 2.0 or better. The Cumulative Grade Point Average will be computed on all credits attempted.

The student who has a cumulative GPA of 1.5 or lower and who has not been enrolled in a college or university as a full-time student for a period of two consecutive years, may upon returning full time to college status, make application to the dean of the school for removal of any grade below 1.0. With the approval of the dean of the school in which the student is majoring, the GPA would be recomputed to include all grades with the exception of those dismissed. No change will be made in the transcript of record. This instrument will only affect the GPA.

At the end of each semester those students placed on probation or dismissed from the college will be notified from the Registrar's Office. The student will be placed on probation whenever the cumulative GPA falls 12 points below a GPA of 2.0. This calculation is made by multiplying by two the total credit hours in which he has been enrolled and subtracting twelve. If the answer so obtained is not exceeded by the student's total quality points, he will be subject to this regulation.

Two successive probations will result in dismissal from the college unless special permission to continue in attendance is obtained from the dean of the school. Three successive probations will result in dismissal for two semesters with no opportunity for appeal of the decision. Regardless of his cumulative GPA, no student will be dismissed if his GPA for the most recent semester is 2.25 or higher.

The entering freshman whose high school GPA is 1.50 or lower will be limited to a maximum course load of 12 units including noncredit courses.

All students on probation will be limited to a maximum course load of 12 credits including noncredit courses, retakes, and repeats.

No student on probation may participate in college-sponsored extra-curricular activities.

Admission on Probation

Students wishing to transfer to Boise State College from other colleges and universities must have a GPA of 2.00 or above on all prior collegiate work completed or have cleared the probationary provision outlined above. Transfer students from other colleges and universities who have failed to clear probationary provisions, outlined above may, upon written petition, be granted permission to enroll on probation by the Admissions Committee.





**part III
policies &
procedure**

POLICIES AND PROCEDURES

Philosophy

Boise State is a large, complex, educational community made up of groups and individuals representing a diversity of social, cultural, and intellectual life styles. The members of this community are no different than those of the larger society. They have the same constitutional rights and the same obligations of all citizens, however, being a member of the college community adds to an individual's responsibility. In order to preserve the individual's rights and freedom as well as the educational goals and purposes of the institution, Standards of Conduct have been developed by a committee of representative student, faculty, and administrative members of the community.

Ideally, each member of the college community assumes individual responsibility for his personal freedom and obligations. The college community expects all members to discipline themselves, individually and collectively, and it requires adherence to the Standards of Conduct appropriate for an academic community. It must and will take appropriate action when a member's conduct places the best interests of the community in jeopardy. Each student, as a member of this community is responsible for being familiar with the policies of Boise State College.

General Policies

1. Students are both (1) citizens and (2) members of the academic community. As (1) citizens, they enjoy the same freedoms of speech, peaceful assembly, and right of petition that other citizens enjoy. As (2) members of the academic community, they assume the obligations inherent in that membership and as representatives of the college. These obligations include a creditable demeanor for themselves first and the institution second, reflecting intelligence, maturity, concern for the rights of others, and regard for the educational mission of the college.
2. The college does differentiate its responsibility for student conduct from the restrictions of the larger community of our society. The institution will not request or agree to any special consideration for students apprehended and/or charged for a violation of laws of the larger community because of their status as students, but will cooperate with law enforcement agencies in any program for rehabilitation of students.
3. Students involved in civil offenses will not ordinarily have further sanctions imposed by the college unless the ASBSC Judiciary and/or Student Policy Board determines that the offense interferes with the best interests and educational responsibilities of the college. This policy does not, in any way, constitute double jeopardy.
4. The college has the authority to deny admission, dismiss or suspend a student for a violation of its rules and regulations. However, this authority emphasizes the prime responsibility to educate, correct, rehabilitate and counsel wherever possible in preference to any final administrative action denying the individual access to the institution.

5. Procedural fairness is guaranteed to any student, at any time, who may be in violation of the college rules and regulations, and particularly where the individual may face such disciplinary action as probation, suspension, expulsion, or the entry of an adverse notation on any permanent record. In the case of less severe disciplinary action, the involved student may choose to consult with the appropriate student personnel staff member for adjudication or ask for a board hearing. In all cases of disciplinary action the following will be required:

- (1) Adequate written Notice of the charges and the date, time, and place of the hearing, generally within 7 days. (Statement of charges and notice of hearing, UNLESS WAIVED.)
- (2) The opportunity for a fair hearing by allowing the student to appear alone or with an advisor of his choice, (not necessarily legal counsel except in rare and exceptional cases); to hear the evidence and offer evidence in his own behalf.
- (3) The right of the accused to question the source of the evidence and all witnesses himself. The advisor to the accused *may* be allowed to question witnesses at the discretion of and approval from all members of the Judicial Board.
- (4) The right to have access to a transcript of the proceedings and findings of the Board.
- (5) The right of the accused to appeal the decision of the Board to the next higher authority and to be advised of the procedure.

CODE OF CONDUCT

Infractions of the following policies are prohibited for all members of the College community and if violated will require disciplinary action.

- (1) **Academic Dishonesty**
Cheating or plagiarism in any form is unacceptable. The course instructor is responsible for handling each case of dishonesty in the classroom except where a major or repeated offense is involved. In any case he has the right to refer the offense to a higher authority - through his Department Chairman, his Academic Dean, and ultimately to the ACADEMIC GRIEVANCE BOARD.

In proven cases of cheating, a student will be dismissed from the class and a failing grade issued. The student must petition the Dean of the School in which he is enrolled and be accepted before repeating the course.
- (2) **Alcoholic Beverages**

As of this writing the State Board has upheld the policy of not allowing alcoholic or intoxicating liquor on the campus of any State institution.

A. State Law

The Idaho law states that it is illegal to sell, serve or furnish beer, wine, or other alcoholic beverages or intoxicating liquor to a person under 19 years of age. It is illegal for any person under 19 years of age to purchase or attempt to purchase, procure, possess, or consume any alcoholic or intoxicating liquor.

There are a number of minors attending BSC and as a State Institution, the College is legally obligated to comply with the State law.

B. College Policy

Possession, furnishing and/or use of alcoholic or intoxicating beverages on College owned or controlled property, in College related housing for single students, or at any College sponsored or supervised function, is prohibited. This includes disorderly conduct or irresponsible behavior due to the use of intoxicants.

C. Student Responsibility

It is the responsibility of all students as well as the leaders of recognized organizations sponsoring functions to see that there are no violations of the laws governing alcohol and intoxicants. If at any time these laws are violated, the violator and the sponsoring organization will be held liable.

(3) Drugs

Possession, manufacture, distribution, use, or sale of drugs or narcotics classified as illegal except those taken under a doctor's prescription is prohibited on College owned or controlled property, in College related housing, or at any College sponsored or supervised function.

(4) Falsification of College Records

Willful falsification of official records or documents, or omission with the intent to deceive, is prohibited. Included in this regulation, but not limited to the following, is the forging, alteration, or misuse of college documents, records, fee receipts, identification cards, meal tickets, parking decals, financial aid forms, telephone billing cards, ASBSC forms or documents.

(5) Harrassment

Any practice by a group or individual that detains, embarrasses, or degrades a member of the College Community, endangers his health, jeopardizes his safety, or interferes with class attendance or the pursuit of education, is prohibited.

(6) Illegal Entry

Any actual or attempted unauthorized or forceful entry into any college facility or building, is prohibited.

(7) Lawful Orders

Failure to disperse or to leave, disrupting or obstructing a College building or facility, room or other premise, or to cease the use of loudspeakers, amplifiers, or other forms of noise after being given notice or a lawful order to do so by a duly authorized agent or administrative officer of the institution, is prohibited.

(8) Theft

Theft or the conversion of another's property, personal, public, or institutional, is prohibited.

(9) Disorderly Conduct

Detention, threatening or physical abuse of another person in or associated with the College Community, malicious destruction, damage, or misuse of College or private property, including, but not limited to, library materials, vandalism, fire equipment and alarms, obstructive and riotous acts, is prohibited. The above includes verbal or physical abuse of any member of the BSC community on or off campus, where the situation involves the educational purposes or objectives of the College.

(10) Lewd or Indecent Conduct is prohibited.

(11) Gambling of any form is prohibited.

(12) Firearms or Dangerous Weapons

A. BECAUSE OF THEIR RECOGNIZED DANGER, FIREARMS, ILLEGAL KNIVES, EXPLOSIVES, CHEMICAL OR INCINDIARY DEVICES WILL NOT BE KEPT ON COLLEGE OWNED OR CONTROLLED PROPERTY OR IN STUDENT LIVING QUARTERS. Possession of explosives, chemical or incendiary devices, loaded or unloaded firearms on campus, except as expressly authorized by law or institutional policy, is prohibited. *The Boise City Code interprets air rifles, pellet or BB guns as being weapons or firearms.*

B. Possession and use of fireworks in any College building or on campus is prohibited.

C. Occupants in college housing and off-campus housing, living within the city limits are subject to Boise City ordinances and State laws.

(13) Group Offenses

Living organizations, societies, clubs and similarly organized groups are responsible for compliance with college regulations. Upon satisfactory proof that the group encouraged, or did not take satisfactory steps, or make a reasonable attempt, as a group, to prevent violations of college regulations, that group may be subject to permanent or temporary suspension, loss of recognition or charter, social probation, or other action.

(14) Other Institutional Policies

Violation of any College or ASBSC rule approved by the Student Policy Board for the infraction of which sanctions may be imposed under this Code, i.e. traffic regulations, group recognition policies, social/activity requirements.

(15) Official Notification

Failure to appear or respond to any official notification or summons of a duly authorized administrative, faculty, or student representative of the College, is subject to disciplinary action.

Note: **Traffic - Parking** - violations are processed in the campus Security Office (Administration Building Room 210) according to the rules and regulations distributed by that office.

SANCTIONS

Sanctions which may be imposed upon the individual proven guilty for mis-conduct on or off campus may include one or a combination of the following:

(1) Expulsion

An administrative or Student Policy Board action indefinitely terminating a student's registration at the institution. Re-admittance is possible only by action of the Student Policy Board and/or the President of the College.

(2) Suspension

An administrative or Student Policy Board action terminating registration, with a possible loss of academic credit, for a prescribed period of time not to exceed two years. Re-enrollment must be requested by petition through the Student Policy Board. (AFTER RE-ENROLLMENT THERE IS NORMALLY A PROBATION PERIOD DETERMINED IN LENGTH BY THE ACT COMMITTED.)

(3) Conduct Probation

A written sanction with or without loss of designated privileges signifying that additional disregard for the standards of conduct will constitute grounds for suspension or expulsion. A minimum time period is always prescribed. Other conditions or restrictions may also be included or a combination of Sanctions imposed. The individual's family may be notified.

(4) Loss of Privileges

Disciplinary action excluding a student from participating in certain activities or enjoying certain privileges for a prescribed period of time. Loss of privileges may include:

- (1) Removal from campus living quarters or other College housing
- (2) Restriction to campus living quarters
- (3) Relinquishing a student office
- (4) Loss of such other privileges as may be consistent with the offense committed and the rehabilitation of the student.

(5) Censure

A written reprimand warning the individual that repeated infractions of the standards of conduct will result in official sanctions by the Judiciary. The possible loss of a minor privilege or privileges and/or a fine restriction may also be imposed. The individual's family may be notified.

(6) Admonition (or warning)

A notice, oral or written, explaining that continuation or repetition of an offensive act will lead to more severe disciplinary action.

(7) Restitution

Fines or payment of damages for violations that caused the physical loss, damage, or injury to property or persons may be imposed with any of the above sanctions where appropriate. Restitution may also be imposed for a particular act or violation of the code where said payment of a fine or the performance of a service is reasonable and appropriate. Failure to comply may result in cancellation of registration and a hold on re-admittance until the obligation is met.

(8) Such other sanctions as may be approved by the Student Policy Board.

INVESTIGATIVE PROCEDURES

Infractions of College regulations, with the exception of traffic violations, should be reported to the Associate Director of Student Activities or the Vice President for Student Affairs.

1. Investigations of incident

Interviews are conducted and statements taken from the individual(s) involved and from witness(es), if any. A report is then compiled of the statements, evidence, and reports of the incident as well as with the accused student's personal background, academic record and potential.

2. Determination of Status

The report may be reviewed by the Vice President for Student Affairs to determine what procedure or action the case warrants.

3. Procedural Referral

- A. The report may indicate insufficient facts or basis for further action.
- B. The case may be referred to the ASBSC Judicial Council or appropriate minor hearing board.
- C. The case may be handled by the appropriate Student Personnel Staff or Faculty member at the option of the accused, if the case so warrants.

HEARING BOARD PROCEDURES

1. Notification and Advisory Assistance

After the investigation of an incident and the determination to refer the case to the Judiciary, the accused shall be notified of the charges in writing by the Chief Justice of the hearing board, through the Office of the Associate Director of Student Activities and Student Union. Said notice shall be mailed at least seven (7) days before the scheduled hearing. The accused may, in writing, waive the seven (7) day notice of hearing.

Advisory assistance will be provided by the Associate Director of Student Activities and Student Union's Office to both the complainant and the defendant concerning their individual rights, due process, and judiciary procedures. The Associate Director's office may act as or assign an advocate to the defendant but *does not* decide or adjudicate in or on any infraction, dispute, or case.

2. Options of the Accused

Under certain circumstances not involving property damage or major violations that call for severe sanctions, the accused may elect one of two courses of action:

- a. The accused may elect, in writing, to waive a hearing and to have the case adjudicated by an appropriate Student Personnel officer. The accused then, in fact, agrees not to contest the case and to accept an appropriate sanction from the Student Personnel officer forfeiting the right of appeal.
- b. The accused may accept a hearing before the appropriate Judicial Board. The accused will then be entitled to:
 - 1) A written statement of the charges
 - 2) Notification of the date, time and place of the hearing seven days prior to the date or sooner if the seven day notice is waived.
 - 3) Appear in person at the hearing and with an advisor
 - 4) Knowledge of the evidence against the accused, statements of witnesses and who they are.
 - 5) Present evidence and argument in defense of the accused.

3. Appearance at Hearing

- a. The accused may elect not to appear for a hearing and may agree in writing not to contest the case. The Board will then hear the written plea or statements of the defendant, all other evidence or facts related to the case and render a decision.
- b. If the accused does not notify the Board of his intentions and does not appear, the Board will dispose of the case judiciously.
- c. Non-appearance of the defendant will not be interpreted as an admission of guilt.

4. Other Procedures

- a. Normally all hearings will be closed to the public at the option of the defendant. The Chief Justice or Chairman will have discretionary power to limit the number of observers.
- b. A complete written or taped transcript of the hearing will be recorded and preserved until all and any appeals have been filed or heard for a minimum period of time.

APPEALS PROCEDURE

- (1) All petitions for appeal shall set forth a concise statement of facts clearly establishing one or more of the following grounds for appeal:
 - a. The sanction was unreasonable
 - b. New evidence significantly affecting the decision
 - c. The Board was biased
 - d. The Board misinterpreted the Student Code.
- (2) Appeals concerning traffic violations are filed with the Director of Security's office (Administration Building Room 210) and heard by the Appellate Traffic Council.
- (3) Appeals from the lower judicial body should be made to the next higher body, i.e., IDC, IFC, ASB Judiciary Council, or Student Policy Board, through the Vice President for Student Affairs office. All appeals must be in writing and submitted within one week (7 days) of the decision, with copies to the original and *last* judicial body. The appeal should include the reason for the appeal and new evidence not considered by the original board or council.
- (4) Appeals from decisions of the Student Policy Board may be made through the office of the Vice President for Student Affairs. The appeal must be in writing giving full details of the case and specific evidence or justification for the appeal within one week (7 days) of the previous decision.

TYPES OF HEARING BOARDS

STUDENT POLICY BOARD

By delegation of the President of the College, the Student Policy Board under the chairmanship of the Vice-President for Student Affairs, is designated as the primary agency for the development and administration of the Student Code of Conduct, Student Judicial System, and other student policies and procedures relating to student life on the campus of Boise State College.

The Student Policy Board is the highest board in the judicial appellate structure and as such will hear appeals from cases heard by the ASBSC Judiciary. Recommendations for possible suspension or expulsion will be submitted through the Vice-President for Student Affairs to the President of the College.

The ASBSC Judiciary Council and all other judicial bodies are subordinate to the Student Policy Board. The appropriate Student Personnel Services staff members working in their respective areas of responsibility have the authority to establish residence hall councils or standard committees, Panhellenic, IFC, IDC committees to hear cases concerning violations of group rules and regulations. The council or committees may recommend to the appropriate staff member sanctions such as admonition, censure, probation, or disqualification and/or loss of privileges. The judicial bodies are subordinate to the ASBSC Judiciary.

The Student Policy Board is composed of two ASBSC Executive Board members, three student representatives, two members of the faculty, two Student Personnel Services staff members and the Vice-President for Student Affairs who serves as chairman.

ASBSC JUDICIARY COUNCIL

The supreme judicial power of the Associated Students is vested in the ASBSC Judiciary Council whose authority is delegated from the College President and is derived from the Associated Students. The ASBSC Judiciary has the authority or original jurisdiction in all cases involving alleged violations of ASBSC and/or College regulations or policies. They will hear all complaints other than academic unless referred to a lower tribunal.

Appeals from decisions or recommendations of the ASBSC Judiciary will be made to the Student Policy Board. This procedure of appeals has been agreed upon and accepted by the Student Senate and the College President.

If the individuals charged with a college violation are in need of remedial or rehabilitative services, they may submit a written request to the Vice President for Student Affairs to have their case heard by a committee of faculty and staff, instead of the ASBSC Judiciary.

The ASBSC has a variety of powers and obligations. The Council consists of five (5) students and two (2) tenured faculty members, all of which have equal voting power. The powers and obligations are as follows:

1. To determine the constitutionality of any ASBSC action and interpret the Constitution upon request of the ASB President or Senate.
2. To have original jurisdiction in cases of alleged violations of BSC or ASBSC regulations and other ASBSC actions.
3. To delegate judicial authority to lower ASBSC recognized judicial bodies.
4. To hear appeals from decisions of lower judicial bodies,
5. To enjoin ASBSC Government officials from taking action contrary to the decisions of the ASBSC Judiciary.

ACADEMIC GRIEVANCE BOARD

The ASBSC Academic Grievance Board was established to assure fairness and objectivity in the evaluation of student performance. Their responsibility is to examine and review the academic records of students who appeal to the Board for a review of grades awarded them.

The Academic Grievance Board has the ultimate authority in academic matters. No appellate provision will be available at Boise State College.

Procedure

In order to obtain a hearing by the Academic Grievance Board the plaintiff should:

1. Present the grievance to the faculty member concerned first, then the Department Chairman second if no solution is reached, and finally the Dean of the School if there is no satisfaction with the first two contacts.
2. If the problem was not solved after contacting the professor, Department Chairman, or Dean of the School then present the grievance to the ASB Vice President.
3. Once the ASB Vice President has accepted the complaint the plaintiff is required to file the "Grievance Complaint Form."
4. After the Grievance Complaint Form is returned, the ASB Vice President notifies the defendant of the complaint and requests him to respond on the "Academic Response Form". Two weeks are given for the completion and return of this form.
5. When the form is completed and filed the Vice-President of the ASB shall establish the time, place and date for the hearing.

The Academic Grievance Board can adjust grades according to its best judgement on the transcript of any student, and can permit a student to retake a class without cost or penalty if it rules in his favor.

The Academic Grievance Board's membership consists of five (5) student senators, one from each school in the college and one (1) from the division of Vo-Tech. Five (5) faculty, one from each school and one from Vo-Tech are appointed by the Chairman of the Faculty Senate, plus a representative from the Student Personnel Services appointed by the Vice President for Student Affairs. All members of this Grievance Board have equal voting power.

APPELLATE TRAFFIC COUNCIL

The appellate traffic council is responsible for hearing appeals on all parking and traffic tickets issued on campus by the office of Building and Grounds (Administration Room 210).

Any person receiving a traffic ticket shall have seventy-two hours (three class days, excluding weekends and holidays) from its date of issuance to appear at the Office of Building and Grounds and either pay the fine or verbally appeal the case. The person then has twenty-four hours (two class days) from the time of his verbal appeal to submit to the Buildings and Grounds a written appeal. Any person submitting a written appeal within the twenty-four hour period is guaranteed a hearing. Failure to appear at the Appellate Traffic Council at the appointed hour forfeits the right to hearing and the fine shall be paid.

The council consists of five student members, one from each school of the College, appointed by the ASBSC President and approved by the ASBSC Senate. One faculty member is a member of the Council in an advisory position and votes only to break a tie.

INTERDORMITORY COUNCIL (IDC)

The Interdormitory Council's judicial responsibilities lie in the IDC Judiciary Council. This judiciary board is composed of the IDC Vice President, three IDC senate members and the President of each residence hall. The IDC Judiciary's purpose is to hear and take appropriate action on all cases and appeals brought before it from the residence halls. When a problem arises within or associated with a residence hall or with a member of a hall it should first be taken to the Residence Hall Council, or a member of the Student Personnel Staff (Director of Student Residential Life). If a satisfactory solution is not reached through these people, then the complaint or problem can be appealed to the IDC Judiciary Council. The IDC Judiciary has original jurisdiction on all residence hall cases and particularly in intradorm problems. The person or persons will have an opportunity to appear before the IDC Judiciary Council on their own behalf at the hearing.

INTERFRATERNITY COUNCIL (IFC)

The judicial responsibilities of the Interfraternity Council have been delegated to the IFC Judicial Committee. This Committee is composed of seven members who are the IFC Vice President plus (2) members from each fraternity. There is also a representative, from the office of the Associate Director of Student Activities and Student Union, who acts in an advisory capacity in all deliberations of the committee.

A complaint against a fraternity or a fraternity member may be lodged in writing with the chairman of the IFC Judiciary Committee. All due process procedures will be adhered to in the investigation and hearing of complaints as prescribed by the BSC Student Code.

Sanctions which may be recommended by the IFC Judiciary Committee are (1) Fines not to exceed \$50.00 per violation, (2) IFC probation, (3) limit the fraternity's social program, (4) cancel initiation, (5) cancel rush, (6) recommend the removal of the group's officers, or place the group on social probation, or suspend the group's activities for a limited period, and/or withdraw the group's charter from college recognition.

BSC PANHELLENIC

When a sorority believes there has been an infraction, a written report signed by the accusing sorority with a copy provided for the accused must be submitted to the Panhellenic President within twenty-four (24) hours after the infraction is known.

A conference of representatives of the groups involved must be called immediately to reach an amicable solution if possible. If it is determined that an infraction has occurred or the question remains in doubt the case will be referred immediately to an ad hoc Judiciary Committee selected by the Panhellenic for a decision.

The Panhellenic President's name, address, and phone number may be obtained from the Associate Director of Student Activities and Student Union Office.

GENERAL COLLEGE REGULATIONS for ON-CAMPUS LIVING GROUPS

Fire Drills

In compliance with the law, fire drills are held periodically—usually unannounced. When the fire alarm rings, the hall must be evacuated immediately. Residents who fail to comply with this requirement may be asked to move out of the hall since the College cannot be responsible for their safety.

Anyone found turning in a false alarm, tampering, damaging, or in any way using fire equipment or safety apparatus for other than its intended use will be immediately dismissed from the residence hall, fined, and subject to further action by the College authorities.

Electrical wiring or alteration of existing wiring by students is prohibited.

Alcoholic Beverages

The use, possession or furnishing of alcoholic beverages on the campus or in any college operated or related housing is prohibited. Intoxicants and/or containers are not permitted in any hall, or at any social function under College supervision, nor in cars parked on campus.

Illegal Drugs

The use and/or possession of drugs or narcotics classified as illegal is prohibited except for those legally prescribed by a licensed doctor of medicine.

Pets

Health standards prohibit animals and/or pets in any college building.

Firearms

Firearms, or anything that can be considered a weapon or used as such, are prohibited in student rooms. If any such item is brought to the residence hall, it must be registered and stored in an arms locker provided for this purpose. The College is not responsible for items stored on the premises. Possession or use of firearms or explosives (including fireworks) on campus or in the residence hall is forbidden.

Overnight Guests

Arrangements for over-night guests in the hall may be made if space is available. Permission from the Resident Director or RA must be obtained and registration of the guest is made at the main control desk.

THESE REGULATIONS ARE TO BE OBSERVED BY ALL RESIDENTS IN ALL HALLS. Offenders are subject to disciplinary action.

GENERAL RESIDENCE HALL POLICY

Opening Hours

The doors are opened daily at 7:00 a.m. If it is necessary to leave the hall earlier, please make special arrangement with the Resident Director.

Along with regular visitation hours, the dorms' main lounges are open 24 hours daily. All visitors must be accompanied by a resident.

Quiet Hours

Quiet hours for study are observed from 7:00 p.m. to 9:00 p.m., Monday through Thursday. Residents in the hall during these hours are asked to maintain a quiet atmosphere in deference to those who may be studying.

Visitation

Each residence hall will make recommendations concerning visitation to its' Hall Council in accordance with guidelines established by the State Board. The Council will present these recommendations to the Director of Student Residential Life.

It is important that all residents attend all meetings in order that the details be completely understood. Once regulations for YOUR hall are established, it is the responsibility of each individual to become familiar with the final rules.

STUDENT

ORGANIZATIONAL POLICIES

Student organization and activities policies are made jointly by the ASBSC Senate and the College Administration and are administered by the Associate Director of Student Activities and Student Union. The Programming Office is located in the College Union. The Associate Director of Student Activities and Student Union is available for consultation and advice on policies, procedures and expenditures pertaining to student organizations as well as planning, scheduling, and implementing programs, activities, and social events.

A. Organization Defined

1. Any group of students living or acting together, electing officers, and/or assessing dues or fees for their mutual benefit.
2. All voting members and officers must be full-time students at Boise State College.
3. All groups of students fitting the definition of an organization in No. 1 above must be officially recognized by Boise State College through the ASBSC Judiciary and the ASB Senate.

B. Recognition Agreement

Basically, recognition of a group or organization extends the privilege to them of identifying themselves with the college and of using college facilities. The group agrees to accept those regulations and policies necessary for the protection of the college's essential functions, for equal sharing of time and space, and to assure the reasonable health and safety of the community. The student organization also agrees to restrict active membership to regularly enrolled full-time students, faculty and staff of the college and their families.

Prior to applying for formal recognition of a student group on campus may obtain permission from the Associate Director of Student Activities and Student Union to schedule three meetings in the Student Union Building for the

purpose of organizing as a recognized group. Recognition of student groups does not mean that the college supports or adheres to the views held or positions taken by such groups. Responsibility for any actions which violate federal, state, or local laws must be assumed by the group itself.

C. Requirements for Recognition

1. Two copies of each of the following must be submitted to the Associate Director Student Activities and Student Union and to the ASBSC Judiciary:
 - a. Statement of purpose, i.e. aims and functions (may be incorporated into constitution)
 - b. Constitution (and by-laws, if any)
 - c. List of officers and advisor(s)
 - d. List of charter members
 - e. Information concerning sources of financial support
 - f. Non-discrimination statement (must be incorporated into constitution). It is the policy of the college to oppose and prevent in any activity or organization discrimination based on race, color, or creed (religion) and requires each organization to include a non-discrimination statement in their national and local charter, constitution or by-laws.
 - g. If the local group is affiliated with a national organization, the above information concerning the national group is required.
2. Any changes in the above information other than items d or f, will be reported to the Associate Director of Student Activities and Student Union Office within ten days of the change. All recognized groups are encouraged to elect a qualified faculty advisor. Help in obtaining a qualified faculty advisor may be found in the Office of the Director of Student Activities and Student Union.
3. **Ad hoc organizations**

The ASBSC Judiciary through its own procedures, is authorized to grant temporary recognition to a student group organized for a one time event or single purpose of supporting or opposing a candidate or issue on a ballot or opposing a candidate or issue on a ballot measure in any special or regular ASBSC election.
4. **Loss of Recognition**

A group is no longer officially recognized when it has ceased to function as evidenced by:

 1. Notice of dissolution from officers and/or advisor,
 2. Failure to hold any meetings over a twelve month period or,
 3. Failure to submit or report changes in the organization as required in C. 2 above.
5. **Withdrawal of Recognition**

The Vice President for Student Affairs, ASB Judiciary, and/or ASB Senate may withdraw recognition whenever conditions of the recognition contract are violated or the rules and policies of the ASBSC and the college are violated. Prior to withdrawal or recognition the group will be warned, given the opportunity to take corrective steps, or be given a hearing before the appropriate board or council.

ACTIVITY SCHEDULING

A comprehensive "Master Calendar of Events" is maintained in the PROGRAMS OFFICE of the Student Union. Any Organization recognized by the ASBSC Senate may schedule, sponsor or hold activities utilizing appropriate college facilities, property, buildings and grounds, providing that all events are scheduled in the Student Union OPERATIONS OFFICE for events held in the Union and through the Student Union PROGRAMS OFFICE for events held elsewhere on or off campus. On Campus, telephone 1448 for further information.

Procedures

1. Social Chairmen or representatives of recognized organizations must contact the SUB Operations office or the Programs Office and obtain an "Activity Scheduling Form". The staff will be happy to offer assistance and instructions in filling out the form and scheduling your event.

2. Residence Hall and Fraternal/Sorority social activities are also required to be scheduled in advance with the Programs Office by the organization's social chairman. The Resident Director and the Resident Hall Activities Coordinator should be notified of the activities being held in a Residence Hall.

3. All student activities *on* or *off* campus, must be scheduled on an "Activity Scheduling Form" and listed on the MASTER CALENDAR OF EVENTS.

4. The sponsoring organization is responsible for the conduct, control, and handling of the event at all times. Maintenance, security or other staff present are there to assist, advise, and only if necessary, make a decision for the college when asked or in cases obviously beyond the control of the organization.

5. Tentative dates and room assignments for pending events in the SUB may be scheduled with the SUB Program Office and Operations Office. However, the event must be either definitely confirmed with a completed and approved "Activity Scheduling Form" or the dates canceled on the "Master Schedule" at least two weeks prior to the tentative date.

- a. No publicity may be released *until* the "Activity Scheduling Form" is completed and approved.
- b. All advertisement and posters must be removed the afternoon after the event.

6. Times for decorating the facility used should be indicated on the "Activity Scheduling Form", and must be confirmed in person with the Director of the facility used well in advance of the date scheduled.

7. "Activity Scheduling Forms" must be picked up at least three weeks prior to the event to allow adequate time for completion of the form (i.e. approval of dates and facilities) and for completing all necessary arrangements.

8. Without the approved "Activity Scheduling Form" the possibility strongly exists of conflicting dates, competitive events on the same date, and pre-scheduled facilities. It is in your best interest to make sure your event is organized and planned well in advance.

OTHER COLLEGE POLICIES

SOLICITING

1. Soliciting Agents are defined generally as any sales person selling a product or service for personal profit or gain. This definition includes religious proselyters, charity and/or donation representatives.
2. College Policy.
 - (A) All solicitation of students for funds for whatever purpose is prohibited on campus unless authorized by the Vice-President for Student Affairs.
 - (B) No canvassing of the residence halls, Student Union or other college-owned buildings for potential customers is permitted. This includes door-to-door or person-to-person selling.
 - 1) An Agent may visit or conduct business with a specific student only when invited or requested by that student.
 - (C) Sales representatives may use certain restricted facilities in the Student Union Building with the express written consent of the Director of the Student Union. They are also encouraged to advertise in the official college newspaper.

FUND RAISING

For the purpose of this handbook, the term "fund raising" refers to those events which intend to raise additional monies not included in the ASBSC budget through the solicitation of donations, the charging of admission, or the selling of products or services.

- (A) The authority to approve or disapprove all activities and requests involving the solicitation of funds or fund raising for whatever purpose is vested in the Vice-President for Student Affairs.
- (B) In view of the above regulation, student organizations are unable to solicit funds without prior approval.
- (C) The Vice-President for Student Affairs has delegated his authority as follows:
 1. Where fund raising involves the sale of products or services on the premises of the Student Union, prior application must be made and approval gained first from the Director of the Student Union.
 2. For all other fund raising activities, including the charging of admission by recognized student groups prior application must be made and approval granted by the ASB Senate, and/or SUPB through the Associate Director of Student Activities and Student Union's office.
 3. In all cases of fund raising, applicant organizations are required to file written applications on the forms provided with the Programming office.

SPEAKER'S POLICY

Reference: Idaho State Board of Education Policy Manual; policy No. 707.2 and 707.22.

Students and student organizations shall be free to express their views and to examine all issues of interest to them. They are also free to support causes by orderly and peaceful assembly which do not infringe upon the rights of others or with the regular and essential operation of the institution.

Official Policy

Officially recognized student groups are allowed to invite or to hear any person of their own choosing. As with any activity, routine procedures are required before a speaker is invited to appear on campus. These procedures are desired only to insure orderly scheduling of facilities, financial responsibility, and adequate preparation for the event. College control of campus facilities will not be used as a censorship device. It shall be made clear to the academic and larger community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed by either the sponsoring group or the College.

All recognized sponsoring groups or committees are to obtain an Activity Scheduling Form from the Information Center or Scheduling Office in the SUB, complete the necessary information and file the form with the Programming Office in the Student Union.

A. Political Speakers.

Only Student Union facilities may be used for the presentation of a candidate's views during political campaigns and only when approved by the Vice President for Student Affairs.

B. Controversial Speakers.

In highly controversial issues, it is recommended that speakers with opposing views be invited and given equal facilities and consideration. The sponsoring student group will not necessarily be held responsible for unforeseeable illegal actions on the part of their guest speaker, but will be held responsible if they have prior knowledge or intend themselves to sponsor events in violation of law or to purposely incite illegal acts. Guest speakers are accountable for their actions under valid general laws and are not immune from legal action if so warranted.



UNLAWFUL CONDUCT OR INTERFERENCE ON COLLEGE PROPERTY

Reference: Idaho Code, Sections 33-3715 and 33-3716.

33-3715. Interference with conduct of institutions of higher learning—Legislative intent. The legislature, in recognition of unlawful campus disorders across the nation which are disruptive of the educational process and dangerous to the health and safety of persons and damaging to public and private property, establishes by this act criminal penalties for conduct declared in this act to be unlawful. However, this act shall not be construed as preventing institutions of higher education from establishing standards of conduct, scholastic and behavioral, reasonably relevant to their lawful missions, processes, and functions, and to invoke appropriate discipline for violations of such standards.

33-3716. Unlawful conduct—Penalty.

(1) No person shall, on the campus of any community college, junior college, college, or university in this state, hereinafter referred to as "institution of higher education," or at or in any building or facility owned, operated, or controlled by the governing board of any such institution of higher education, willfully deny to students, school officials, employees, and invitees:

- (a) lawful freedom of movement on the campus;
- (b) lawful use of property, facilities, or parts of any institution of higher education; or
- (c) the right of lawful ingress and egress to the institution's physical facilities.

(2) No person shall, on the campus of any institution of higher education, or at or in any building or other facility owned, operated, or controlled by the governing board of any such institution, willfully impede the staff or faculty of such institution in the lawful performance of their duties, or willfully impede a student of such institution in the lawful pursuit of his educational activities, through the use of restraint, abduction, coercion, or intimidation, or when force and violence are present or threatened.

(3) No person shall willfully refuse or fail to leave the property of, or any building or other facility owned, operated, or controlled by the governing board of any such institution of higher education upon being requested to do so by the chief administrative officer, his designee charged with maintaining order on the campus and in its facilities, or a dean of such college or university, if such person is committing, threatens to commit, or incites others to commit, any act which would disrupt, impair, interfere with, or obstruct the lawful missions, processes, procedures, or functions of the institution.

(4) Nothing in this section shall be construed to prevent lawful assembly and peaceful and orderly petition for the redress of grievances, including any labor dispute between an institution of higher education and its employees.

(5) Any person who violates any of the provisions of this section shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine not to exceed five hundred dollars (\$500), or imprisoned in the county jail for a period not to exceed one (1) year, or by both such fine and imprisonment.



part IV

activities

STUDENT GOVERNMENT

The ASBSC or Associated Students of Boise State College is your voice and student government at BSC. The executive powers of student government are vested in the ASBSC President, Vice President, and Treasurer. Various other positions, such as the Public Relations Director, five student Justices, administrative assistants are appointed by the ASBSC president upon recommendation of the Student Personnel Selection Committee.

The ASBSC is concerned with all aspects of student life, ranging from curriculum development and educational improvement, to student regulations, student housing, student-faculty relations, and activities, to local and national issues that affect students.

The Executive Officers and School Senators are elected during the spring semester. Anyone who meets the activity eligibility requirements as outlined in the ASBSC Constitution and the College Catalog may run for office in the elections. All registered full-time students are eligible voters.

The ASBSC Student Government Offices are all located on the North side of the second floor of the SUB.

EXECUTIVE BRANCH

PRESIDENT

Doug Shanholtz
385-1440
ASB Offices
2nd Floor SUB

Administrative Assistant
Jon Rand
385-1440
ASB Offices

Public Relation Board
Pat Deja .
385-1547
ASB Offices

ASB Lobbying Committee
Doug Shanholtz
385-1440
ASB Offices

Director of Student Services
Rich Jones
385-3753
ASB Offices

Student Services - Rich Jones
Legal Aide
SCOOP
Draft Counseling
Free School Discovery
Birth Control
Referral Service

VICE-PRESIDENT

Dwayne Flowers
385-1547
ASB Offices
2nd Floor SUB

Student Union Program Board
Steve Williams
385-3654/3655
Rm. 103 Program Office SUB

ARBITER Editor
Don Parker
385-3401/3652
Arbiter Office (2nd Floor SUB)

Les Bois Editor
Jerry Bittick
385-1622
ASB Offices

Election Board Chairman
Jon Rand - Acting Chairman
385-1547
ASB Offices

ASB Senate
Dwayne Flowers - Chairman
385-1547
Senate Chambers
(2nd Floor SUB)

TREASURER

Thomas Moore
385-1547
ASB Offices
2nd Floor SUB

Director of Financial Affairs/of
Publications
Lee Dowdle
ASBSC Offices

Business Manager
Wesley Scrivner
385-1547
ASB Offices

Financial Advisory Board
Thomas Moore - Chairman
385-1547
ASB Offices

LEGISLATIVE BRANCH

The legislative power to initiate and approve all by-laws or student regulations to the ASBSC constitution, to give recognition to campus organizations, and to establish necessary committees and boards is vested in the ASBSC Senate. The Senate is presided over by the ASBSC Vice-President, Dwayne Flowers, and is composed of twelve Senators from the various Schools of the College. The Senate meets every Tuesday at 3:00.

Senators

Arts and Sciences
Tim Gunning
Mark Hopkins
Charles Scribner
Jerry Terlisner

Business
Mike Galloway
Richard Puntenney
Dave Ward
Name Unavailable

Education
Jeri Tipton
Sue Stutzman

Health Sciences
Ron O'Halloran

Vo-Tech
Name Unavailable

JUDICIAL BRANCH

The ASBSC Judiciary consists of five student Justices, one of whom is designated Chief Justice, plus two teaching faculty. The faculty members are: Dr. Peter K. Wilson, Dr. Barry Asmus.

The five Student Justices will be selected in the fall.

The Justices can be contacted through Fred Norman, the Associate Director of Student Activities and Student Union, in Room 103 (Programming Office) SUB or by calling 385-1223/1224.

ASBSC STANDING COMMITTEES AND BOARDS

For more information dealing with the following Committees and Boards contact Pat Deja or Jon Rand, ASB Offices or phone 385-1440.

All-Idaho Week - The All-Idaho Week Committee is responsible for planning Boise State College's participation in the State wide All-Idaho Week celebration.

Art Planning - The Art Planning Committee is responsible for developing and implementing plans for campus beautification.

ASBSC Lobbying - The Lobby Committee is responsible for lobbying for the known wishes of the students of BSC before appropriate legislative bodies.

ASBSC Awards - The Awards Committee is responsible for recognizing outstanding achievements by members of the college community.

Bronco Boosters - The Bronco Boosters are responsible for the promotion of school spirit and work closely with the Cheerleaders.

Election Board - The Election Board is responsible for conducting all student elections.

Financial Advisory Board - This board scrutinizes all requests for ASBSC funds, and makes its recommendations to the ASBSC Senate. The board is also responsible for establishing policies regarding the sale of tickets for ASBSC-financed events.

Homecoming/Parents' Day - The Homecoming/Parents' Day Committee is responsible for planning and putting on the activities for the annual Homecoming and Parents' Day.

International Student - The International Student Committee is responsible for programs that establish means of cultural interaction between students.

Intramurals - The Intramurals Board is responsible for developing programs for physical activities.

Personnel Selection - The Personnel Selection Committee is responsible for interviewing applicants for all committees and making recommendations to the ASBSC President.

Public Relations - The Public Relations Board is responsible for the promotion and publicity of all activities of the ASBSC.

Senior Class - The Senior Class Committee is responsible for developing policies and programs for the graduating Seniors.

Student Union Programs Board - The Student Union Programs Board is responsible for developing and implementing a social, cultural, intellectual, and recreational activities program for the students of Boise State College. The Programs Board is composed of 16 student members serving on various committees including social affairs, pop concerts, lectures, foreign films, popular and experimental films, forums, art shows, fine arts, cabaret and coffeehouse, game room, special events, publicity and outdoor activities.

Minority Cultural Center - Provides a program of academic, cultural, philanthropic, social, and recreational services for all members of the college community. Its aim is to help understanding between all people regardless of ethnic background and assist minorities in adjusting to the academic environment.

Department of Student Services - The following committees have been incorporated into what is now the Department of Student Services. The Student Service office is located in the ASB offices, 2nd floor of the SUB. Call Rich Jones 385-3753.

SCOOP (Student Coordinating Office for Opportunity Projects) is responsible for maintaining a volunteer service to allow students the opportunity to help the local community.

Student Legal Counseling Service - Provides free legal advice to students by an on-campus lawyer. Lawyer does not take cases or represent students in court.

The **Draft Information & Counseling Center** offers accurate information concerning the Selective Service System to BSC students requesting such information.

The **Birth Control Referral Service** offers accurate information relating to services offered by various Boise agencies and the Student Health Service.

The purpose of **Free School Discovery** is to offer to the students of BSC an educational experience which is not currently offered in the classroom.

STUDENT/FACULTY/STAFF COMMITTEES

Academic Standards Committee - Concerned with all matters of policy governing under-graduate academic standards.

Athletic Board of Control - Assists in the development and coordination of athletic programs.

Bookstore Committee - Establishes lines of communication between management and clientele.

Curriculum Committee - Supervises all undergraduate offerings of the college, determining that curriculum changes be compatible with existing programs, feasible under given circumstances and consistent with the educational objectives of BSC under State and Federal Law.

Executive Council - Serves under the leadership of the College President, making recommendations to him on major college considerations which are to be referred to the State Board of Education. Primary concerns of the Executive Council include long-range planning, budget control, and state and community relations.

Faculty Senate - Makes recommendations on matters of educational policies, i.e., curriculum, methods of instruction, facilities, and material for instruction, admission and retention standards, criteria for granting degree, and policies governing Faculty appointment, tenure and promotion. Presently, there is a student representative seated on the Faculty Senate.

Freshman Camp Committee - Provides orientation conferences and programs for incoming or new students.

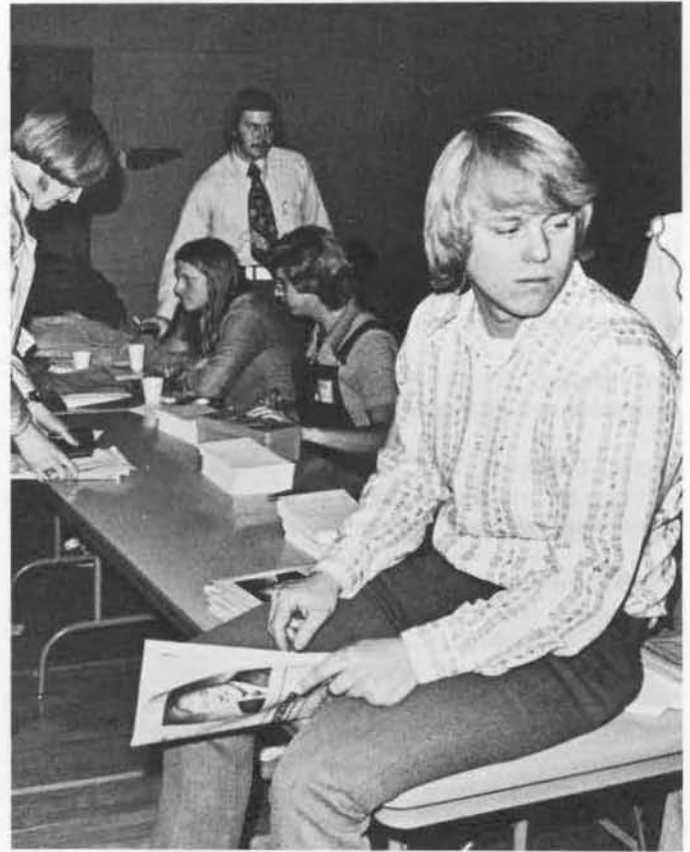
Honors Committee - Develops, implements, and supervises programs for honor students.

Library Committee - Serves as a forum for discussion and study of library policies and services.

Student Advisory Health Board - Serves in an advisory capacity to the Student Health Center. Concerned with health programs and policies.

Scholarship Awards Committee - Concerned with policies pertaining to the awarding of student scholarships, grants, and loans.

Student Union Board of Governors - Establishes policies for the operation of the College Union. The Board is composed of eight student members, three faculty member, and four administrative members. The Board recommends policy to the College President regarding building use and general programs and assists in the formulation of a food service policy.



ORGANIZATIONS

If you are interested in becoming involved in activities at Boise State there are a wide variety of interest groups; fraternal, recreational, religious, political, and other special interest groups. The following is a listing of present organizations which are active and the name of a person to contact if you are interested in becoming involved.

Administrative Management Society

Dr. Duston Scudder
Business Bldg. 306-D
385-3557

Alpha Eta Rho - Aviation Fraternity

Wayne White
Bus. Bldg. 313-N
385-3552

Alpha Omega - Bible Study

Dr. Barry Asmus
Bus. Bldg. 311-L
385-3351

Alpha Psi Omega - Drama

Del Corbett
Music Bldg. Room 211
385-1620

Alpha Chi Omega - Sorority

DeDe Matthews
1612 Chrisway
342-5712

Alpha Kappa Psi - Business Fraternity

Marv Askey
375-9541

Alpha Omicron Pi - Sorority

Charlotte Clark
6000 Winstead Place
375-2155

Ananda Marga Yoga Society

Shawn Peterson
2809 West Bannock
345-0894

Anthropology Club

Virginia Cox
Adm. Bldg. 304
385-3406

ARBITER (Student Newspaper)

Don Parker
Arbiter Office - SUB
385-3652

Archery Club

Mrs. Phyllis Bowman
Gym Room 112
385-1531

Associated Student Body

Doug Shanholtz (ASB President)
ASB Office - SUB
385-1440

Baptist Student Union

Randy Fout
1010 Michigan
345-9161

Bible Chair

Charlie Bryan
Box 12 BSC
385-3615

Black Student Union

Lee Mercy
Adm. Bldg. 102
385-1505

Campus Crusade for Christ

Mike Knutkowski
1021 Oakland Avenue
345-4145

Chaffee Hall

Mrs. Aurora Milligan
Chaffee Hall
385-1528

Cheerleaders

Pam Waddell
302 Washington
342-6989

Chess Club

Ken Sanderson
LA 202
385-1267

Christian Science College Organization

Pat Lewis
Route 2 Meridian
888-2090

Circle K - Service Club

Eugene Larson
Route 2 Meridian
888-2120

Club Espanol - Spanish Club

Dr. Luis Valverde
LA214
385-1567

College Courts Association

Jon Vestal
Adm. Bldg. 209
385-1557

College Union Program Board

Fred Norman
Program Office SUB
385-1223

Dama Soghop - Indian Club

Pat Ourada
Library Room 222-B
385-1255

Delta Delta Delta - Sorority

Deb Betebenner
1010 Lincoln
342-5392

Driscoll Hall

Mrs. Addie Wescott
Driscoll Hall
385-1502

Episcopal Students

Richard Meyers
St. Michels, 8th and State
342-5601

Esquires - Veteran's Service Club

James Doss
Business Building 117-H
385-1125

Eta Epsilon - Home Economics

Dr. Polly Moore
Science Bldg. Rm. 101
385-1562

Exposure, Inc. - Business

Dr. Curtis Graham
Business Bldg. 214-G
385-3255

Future Secretaries Association

Sue Brender
Business Bldg. 213-F
385-3452

Gamma Phi Beta - Sorority

Chris Whitcomb
2013 College Boulevard
383-1761

Geology Club

Clayton Nichols
Adm. Bldg. 214
385-3659

Golden Z's - Service Organization

Jean Boyles
Gym Room 110
385-1470

Hui-O-Hawaii

Mrs. Phyllis E. Bowman
Gym Room 112
385-1531

Intercollegiate Knights - Service Club

Dr. John Mitchell
Business Bldg. 311-D
385-3351

Interdormitory Council

Sue Mitchell
Administration Bldg.
385-1284

Interfraternity Council

Fred Norman
Program Office SUB
385-1223

International Student Committee

Ed Wilkinson
Adm. Bldg. 114
385-1679

Judo Club - Training in Judo

Robert Taylor
Bus. Bldg. 311-J
385-1761

Kappa Sigma - Fraternity

Steve Williams
110 Main
344-8826

Karate Club - Shotokan

Jim Christopher
1909 North 15th
344-4892

Lambda Alpha Epsilon

Ted Hopfenbeck
Bus. Bldg. 311-B
385-1761

Lambda Delta Sigma - LDS Sorority

Carla Shirts
1600 Juanita
345-7615

LDS Student Association

Lee Dowdle
P.O. Box 5762
343-8689

Les Bois - BSC Annual

Jerry Bittick
Les Bois Office SUB
385-1622

Lutheran Students

Greg Reeder
4603 Franklin Road
344-2083

Morrison Hall

Tim O'Brien
385-1501

Music Educators National Conference

Daniel Russell
Music Bldg. Room 113
385-1639

National Federation of Student Social Workers

Rex Leonard
2103 North Nineteenth
345-7645

National Society of Professional Engineers

Norman Dahm
Science Bldg. Room 212-A
385-1430

Panhellenic

Fred Norman
Program Office - SUB
385-1223

Physical Education Majors Club

Helen Fleenor
1133 Belmont
345-6817

Pi Sigma Epsilon - Marketing

Jim Ott
Business Building 306-B
385-3357

Pre-Med Club

Dr. Robert Matthies
Student Health Center
385-1459

Rodeo Club

Jamie Thomson
2207 North 17th
342-8680

St. Paul's Catholic Student Center

Father Perry Dodds
1313 Joyce
343-2128

Sigma Gamma Chi - LDS Fraternity

Bro. Morriss Bastian
LDS Institute
344-2756

Sigma Tau Gamma - Fraternity

Lee Zundel
100 Main St.
345-7565

Ski Club

Carl Tipton
Business Bldg. 313-L
385-3458

Skydivers

Bill Jones
Gym Room 203-A
385-3657

Students International Meditation Society

Dennis Ochi
LA 145
385-3450

Student National Education Association

Dr. K. Lyle Hill
Library Room 218-H
385-3529

Student Nursing Association

Carol Fountain
Health Building Room 103
385-1591

Student Radio Association

Dr. Jerry C. Gephart
Adm. Bldg. Room 217
385-3328

Student Union Board of Governors

Dyke Nally
313 College Courts
385-1788

Tau Alpha Pi - Vo-Tech Fraternity

Larry Westbrook
Vo-Tech Room 112
385-1431

Tau Kappa Epsilon - Fraternity

Craig Alexander
2422 Cherry Lane
342-6262

Towers

Sherry Duncan
Towers
385-3201

Trout Fishing in America - Literary Club

A. Thomas Truskv
LA 102-B
385-1267

Valkyries

Ella Mae Winans
Science Bldg. Room 212-D
385-1430

Viet Nam Veterans Against the War

John McKay
609 Beacon
345-6180

WOMEN

Susannah Ekblaw
1855 Belmont
342-1404

Women's Intramural Association

Mrs. Connie Thorngren
Gym Room 202
385-1951

Young Americans for Freedom

Jerry Hill
201 Hearthstone Drive
345-0514

Young Republicans

Andy Reynolds

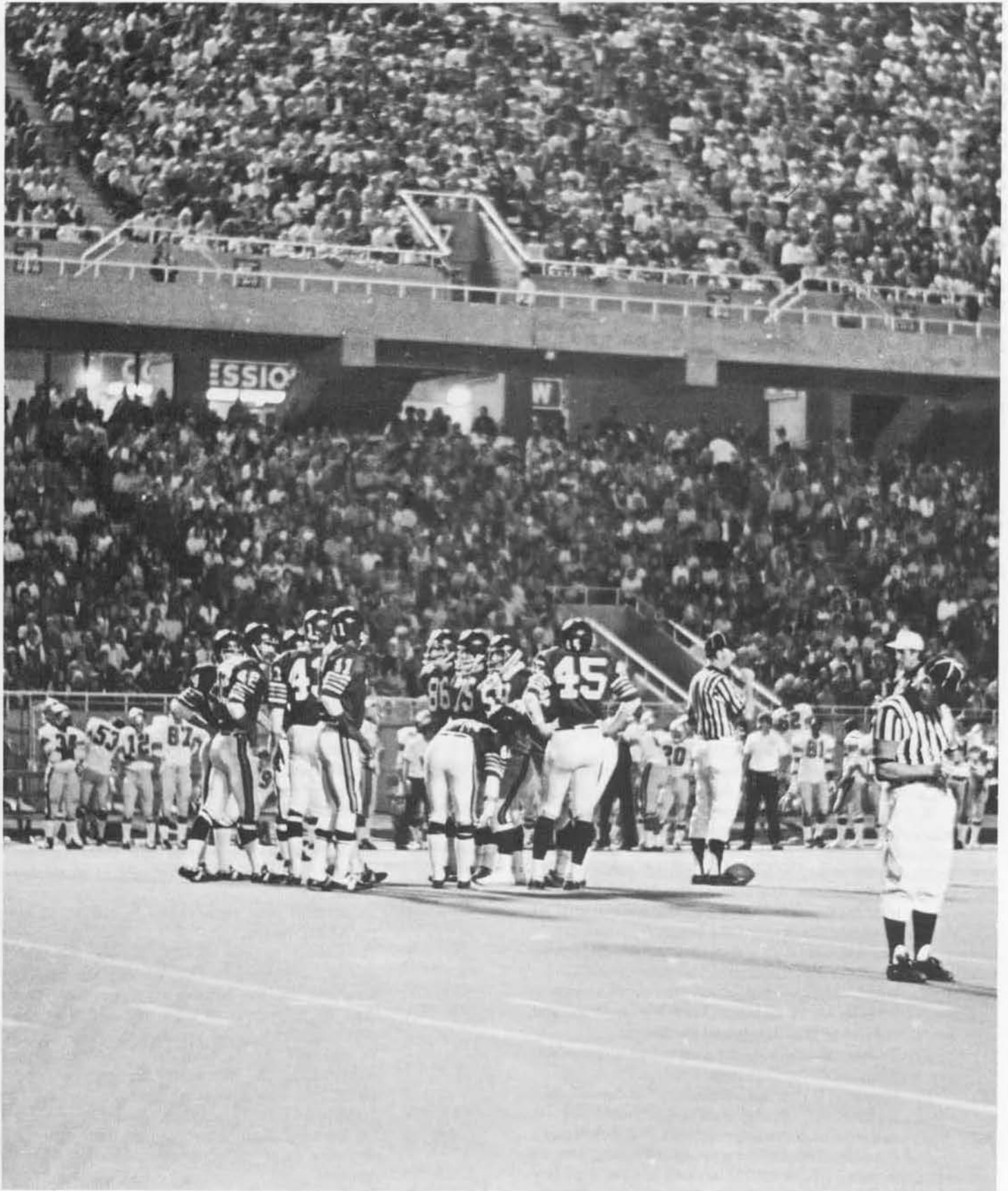
ARBITER

The Arbiter is a weekly student publication, covering pertinent on and off campus news dealing with the views and ideas of the college student. The Editor of the ARBITER is Don Parker. His office is on the second floor of the Student Union Building (Arbiter Office). Call 385-3401 if you need to speak with Don or any of the ARBITER staff.

LES BOIS

The Les Bois is the annual yearbook of the Associated Students. The editor is Jerry Bittick. His office is on the second floor of the Student Union Building near the ASB Offices. Call 385-1622 if you need to speak to Jerry or any of the Les Bois staff.





ASBSC CONSTITUTION

Preamble

We, the Students of Boise State College, in order to promote and maintain those endeavors germane to student government, do establish this constitution, the purpose of which shall be to provide for the organized conduct of student affairs and to promote the education, social, and cultural activities, to act as the official voice of the student body, to facilitate student participation in the college community for the betterment of Boise State College to discharge the authority vested in this association by the State of Idaho and the President of the College and to assume such powers and perform such duties as may arise in acting as the official representatives of the student body, do hereby ordain and establish the following constitution.

Article I

Name and Membership

Section 1 Name – We, the Associated Students under this Constitution, shall be known as the Associated Students of Boise State College hereafter referred to as ASBSC.

Section 2 Membership – All full-time enrolled students of the college shall be members of the ASBSC with all the rights, privileges, responsibilities in any activity to which the authority of the Constitution extends.

Article II

Legislative Branch

Section 1 Senate

Clause 1 Membership – the Senate shall consist of twelve (12) members to be elected proportionally according to the number of full-time enrolled students in each of the schools with at least one Senate member from each school.

Clause 2 The ASBSC Vice President shall serve as Chairman of the Senate. He will vote only in case of a tie or to make a two-thirds (2/3) majority.

Clause 3 Duties of the Senate

- A. The Senate shall be the supreme policy-making body of the ASBSC.
- B. To initiate and approve by majority vote all by-laws or student regulations. After approval the proposal shall be reviewed by the ASBSC President and approved or vetoed within two (2) school weeks. The veto of the ASBSC President may be overruled by a two-thirds (2/3) vote of all voting members of the Senate.
- C. To approve by majority vote of all voting members any Presidential appointee.
- D. Grant official recognition to campus organizations in accordance with the by-laws and policies of the College and the Senate.
- E. To hear and take appropriate action on proposals made by students-at-large.
- F. Meeting, Rules and Absences. The Senate shall meet weekly during the regular school year. A majority of all voting members shall constitute a quorum. The Senate shall operate according to *Robert's Rules of Order*, unless otherwise provided for. If a Senate member is absent during his term from three (3) regular meetings, without a reason acceptable to two-thirds (2/3) of all members, the position shall be declared vacant and then filled by appointment.

- G. The Senate shall have legislative authority over all ASBSC funds and property subject to the provisions of this constitution and the laws of the State of Idaho.
- H. The Senate shall establish and determine the functions of all ASBSC committees or boards.
- I. The Senate shall enact such other legislation as may be necessary for the general welfare of the ASBSC.

Article III

Executive Branch

Section 1 Function – The function of the Executive Branch shall be to administer the affairs of the Associated Students and put into operation all policies adopted by the Legislative Branch. It shall coordinate relations with other student associations and with the college administration.

Section 2 Membership

Clause 1 The Executive Branch shall consist of appointed positions as may be designated by ASBSC President and/or the ASBSC Senate.

- A. President
- B. Vice President
- C. Treasurer

Section 3 Duties of Officers

Clause 1 President

- A. To be chief executive officer of the ASBSC.
- B. To be the official representative of the ASBSC.
- C. To be responsible for the execution of all legislation.
- D. To make such appointments as the Constitution and Legislative Acts may require, subject to a majority approval of all voting members of the ASBSC Senate, and to fill all vacancies, unless otherwise provided for in the constitution or legislative acts.
- E. To veto as he sees fit any law, rule, regulation or other action adopted by the ASBSC Senate by written notification to the Senate presented within two (2) school weeks following final passage of the enactment.
- F. To dismiss, with stated cause any official, board member, or committee member appointed by him. He shall not dismiss any individual appointed by him to fill the vacancy of an elected office.
- G. To perform such other duties as authorized by the ASBSC Senate.
- H. To submit to the ASBSC Senate for their approval a budget including associated student programs for the subsequent fiscal year. This shall be submitted as soon as possible at the beginning of the spring semester.
- I. To call and preside over the executive cabinet and to call special meetings of the Senate.
- J. To establish executive committees.
- K. To serve on the Student Policy Board.
- L. To perform such other duties that may be necessary to promote the general welfare of the students.
- M. To serve as ex-officio member of all association committees.

Clause 2 Vice President

- A. He shall preside over the meetings of the ASBSC Senate.

- B. He shall serve as chief administrative officer of the ASBSC Senate.
- C. He shall assume the duties of the President during his absence and shall succeed to the office of the President in the event it becomes vacant, by other than recall.
- D. He shall carry out all proper duties assigned to him by the President or the Senate.
- E. He shall serve on the Student Policy Board.

Clause 3 Treasurer

- A. To be a financial officer of the ASBSC, and to administer the financial affairs of the ASBSC.
- B. The financial records of the ASBSC shall be open to the members of the ASBSC.
- C. To be responsible for the proper execution of all fiscal legislation.
- D. To submit monthly to the ASBSC Senate a report of the general fund of the ASBSC.
- E. To serve as chairman of the Financial Board.
- F. To assist the ASBSC President in the preparation of the budget message as provided in Section III, I.H. of this article.
- G. He shall serve on the Student Policy Board.

- A. The voting members of this selection committee shall be: the past Chief Justice, or a past student member of the ASBSC Judiciary designated by the former Chief Justice, ASBSC Personnel Officer, ASBSC Chairman or Student Senate and the Advisor to Student Government or his representative and a past faculty justice designated by the Faculty Senate.
- B. The ASBSC Personnel Officer shall be chairman of the selection committee.
- C. Student members of the ASBSC Judiciary recommended by this selection committee shall be appointed upon approval by two-thirds (2/3) majority of the total membership of Student Senate. Faculty members recommended by this selection committee shall be appointed upon approval by the College President.

Clause 6 The Chief Justice shall be a student. The Chief Justice of the ASBSC Judiciary shall be elected from and by the total membership of the Judiciary. In the last week of April, the ASBSC President will call the first meeting of the ASBSC Judiciary for the purpose of electing a Chief Justice.

Clause 7 Three (3) students and one (1) faculty member shall be appointed in December and two (2) students and one (1) faculty member shall be appointed in April. All members shall be appointed for approximately one year or until the appointment of their successors.

Clause 8 The selection committee shall fill all vacancies as necessary.

Clause 9 Members may serve up to three (3) years on the ASBSC Judiciary.

**Article IV
Judicial Branch**

Section 1 General Provisions

Clause 1 The supreme judicial power of the Associated Students shall be vested in the ASBSC Judiciary. The authority of the ASBSC Judiciary is derived from the Associated Students and as delegated from the College President.

- A. Its authority from the Associated Students is delineated in this Constitution and appropriate legislative acts.
- B. Appeals from decisions or recommendations of the ASBSC Judiciary shall be made to a college judicial appeals board (Student Conduct Board), the structure of which has been agreed upon by Student Senate and the College President.
- C. If they so desire, individuals charged with college violations, or in need of remedial or rehabilitative services, may submit a written request to the college administration to have their case heard by a committee of faculty and staff personnel appointed by the Vice President for Student Affairs, instead of the ASBSC Judiciary.

Section 2 Membership of the Judiciary

- Clause 1** The ASBSC Judiciary shall consist of five (5) students and two (2) tenured teaching faculty.
- Clause 2** Each member shall have equal voting privileges.
- Clause 3** Three (3) students and one (1) faculty member shall constitute a quorum.
- Clause 4** No member of this Judiciary shall perform other judicial functions or be involved in the implementation of any other Judicial or Appeals procedure.
- Clause 5** A Judicial Selection Committee shall interview and recommend applicants for positions on the ASBSC Judiciary.

Section 3 Powers of the ASBSC Judiciary

- Clause 1** To determine the constitutionality, under the ASBSC Constitution of any ASBSC action.
- Clause 2** To interpret the ASBSC Constitution upon request of the ASBSC President or ASBSC Senate.
- Clause 3** To have original jurisdiction in cases involving alleged violations of ASBSC regulations or other ASBSC actions.
- Clause 4** To have original jurisdiction, where jurisdiction has been delegated by the President of the College, in cases involving alleged violations of all college rules, regulations and policies affecting individuals and groups.
- Clause 5** To operate under general procedures as defined in the appropriate legislative acts.
- Clause 6** To delegate judicial authority to lower judicial bodies. Such lower judicial bodies shall:
 - A. Function consistently with established procedures of the ASBSC Judiciary.
 - B. Be part of groups recognized by the ASBSC.
 - C. Function primarily to enforce those rules and regulations of their groups own making.
- Clause 7** To hear all appeals from decisions of lower judicial bodies which have been delegated their judicial authority from the ASBSC Judiciary.
- Clause 8** To enjoin ASBSC Government officials from taking actions contrary to the decisions of the ASBSC Judiciary.

**Article V
Elections & Qualifications**

Section 1 Elections

Clause 1 The ASBSC Senate shall have the power to regulate and supervise all student elections as specified in this Constitution. This shall not include recall and initiative elections. It may also call such special elections as may be necessary.

Clause 2 The election of the ASBSC President, Vice President, Treasurer, and Senate members shall be held not later than six (6) weeks and not earlier than ten (10) weeks before the end of the spring semester on dates established by the ASBSC Senate.

Clause 3 Newly elected officers shall be installed no later than two (2) weeks before finals of the spring semester. All elective officers shall serve for approximately one (1) year or until successors are duly installed.

Section 2 Qualifications

Clause 1 Students shall have a minimum 2.25 cumulative G.P.A. standing at the time of election to office and must maintain minimum college standards throughout their entire tenure of office.

Clause 2 Each ASBSC Senator shall be a full-time student of the school he represents during his tenure of office.

Clause 3 The President, Vice President and Treasurer shall each be registered students and shall have attended this college for at least one semester immediately prior to the time of candidacy. The Treasurer must be a business major with at least two (2) semesters of accounting completed by the end of the semester in which he is elected.

Clause 4 All elected officers must be full-time students during their tenure of office.

**Article VI
Recall & Vacancies**

Section 1 Recall

Clause 1 Any elected or appointed officer(s) provided for in this Constitution shall be removed from office subsequent to an election in which a two-thirds (2/3) majority of those voting vote for recall of the specified officer(s).

Clause 2 A recall election shall be called for by a two-thirds (2/3) majority vote of the total membership of ASBSC Senate.

Clause 3 A recall election shall be called for by petition signed by twenty (20) per cent of the members of the Associated Students whom the individual represents. Associated Student card numbers must accompany the signatures.

A. The petition shall be submitted to the ASBSC election board and this board shall determine if the petition fulfills the requirements as established above.

B. If the petition fulfills the stated requirements, the recall election shall be held within fifteen (15) school days on receipt of the petition by the ASBSC election board.

Section 2 Vacancies

Clause 1 If the office of the ASBSC President is vacated by other than recall, the Vice President shall succeed to the Presidency.

Clause 2 If a vacancy in any other *elective* office is created by other than recall, the ASBSC President shall fill the vacancy by appointment with two-thirds (2/3) majority approval of the voting ASBSC Senate.

Clause 3 A vacancy created by recall shall be filled by an ASBSC election held within twenty (20) *school* days of such vacancy.

Clause 4 To be eligible for appointment to any vacant office, the candidate must meet the same qualifications as set forth in Article V, Section 2 of this Constitution.

Clause 5 Elections or appointments to vacated offices shall be effective for the remainder of the current term.

**Article VII
Initiative & Referendum**

Section 1 Initiatives

Clause 1 The requirements for an initiative petition from the student body shall be identical to those requirements for a recall petition. A majority of votes cast shall be sufficient for passage.

Section 2 Referendums

Clause 1 The ASBSC Senate may, by a two-thirds (2/3) majority vote of the total membership, place a measure before the ASBSC to obtain approval or rejection by the members of the ASBSC.

Clause 2 A majority of the votes cast in a special or general election shall be required for the adoption of a referendum.

**Article VIII
Amendments**

Section 1 The ASBSC Senate may, by a two-thirds (2/3) majority vote of its membership, propose amendments to this Constitution and submit them to the members of the ASBSC for adoption.

Section 2 Upon petition to the ASBSC Senate by five (5) percent of the members of the ASBSC, a proposed amendment shall be placed before the members of the ASBSC for adoption. Associated Student card numbers must accompany signatures.

Section 3 A majority of the votes cast in an election shall be required for the adoption of a proposed amendment.

**Article IX
Enabling Measures**

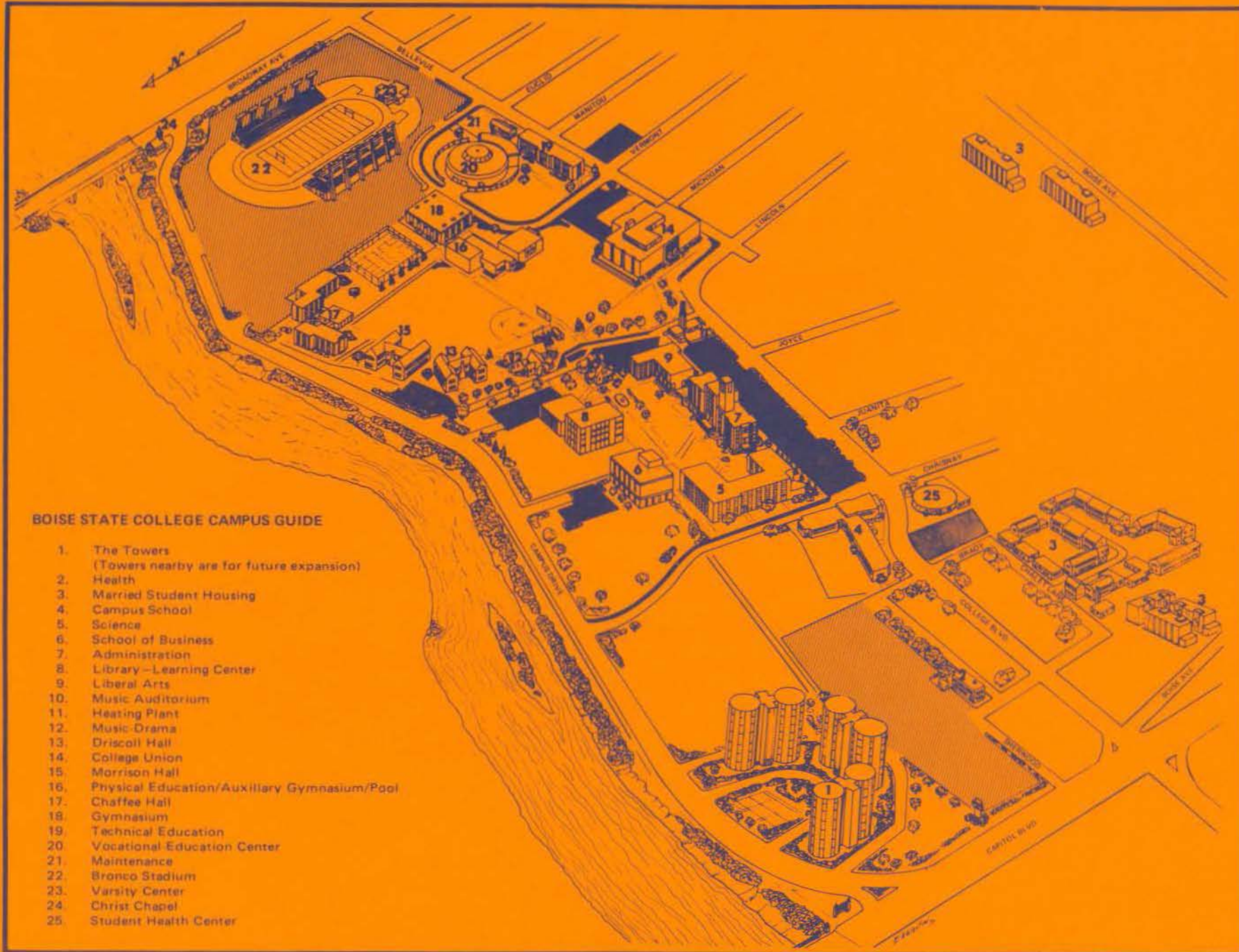
Section 1 Upon ratification of this Constitution by a majority of valid ballots cast in a special election called by the ASBSC Senate, this document shall immediately become effective.

Section 2 All existing constitutions, by-laws, rules and regulations that are inconsistent with this Constitution are declared null and void.

Section 3 The current officers of the ASBSC shall continue in office until the first installation of officers under this Constitution.

WHERE TO FIND HELP

If You Need To:	GO SEE:	Or Phone:
Get help with your curriculum drop or change a course	Your Advisor	
Withdraw from College	Dean of Student Advisory and Special Services 114 Adm. Bldg.	385-1679
Change your Address	Registrar's Office Adm. Bldg. 110 Adm. Bldg.	385-1284
Find Off Campus Employment	Career and Financial Services 117 Adm. Bldg.	385-1555
Find On Campus Employment	Career and Financial Services 117 Adm. Bldg.	385-1446
Inquire about Scholarships, Loans and Grants	Career and Financial Services 117 Adm. Bldg.	385-1445
Pay Room and Board	Cashier's Window 209 Adm. Bldg.	385-1612
Pick up On-Campus employment Check Pay late Registration Fee Bills payable to the College	Cashier's Window 209 Adm. Bldg.	385-1612
See a Doctor	Student Health Center	385-1459
Books, Paper, Supplies, etc.	Bookstore SUB 1st Floor	385-1254
Get a haircut, go bowling, get a snack.	Student Union Building 1st Floor	385-1448
Speak with ASB Officers	ASB Offices 2nd Floor SUB	385-1440
Submit an Ad or Article to the ARBITER	ARBITER Office 2nd Floor SUB	385-3652
What's Happening Today on Campus	Information 110 Adm. Bldg.	385-1111
Problem?!! Talk it over with the Director of Student Residential Life	110 Adm. Bldg.	385-1284
Dean of Student Advisory and Special Services	114 Adm. Bldg.	385-1679
Counseling Center	2nd Floor Library 247	385-1601



BOISE STATE COLLEGE CAMPUS GUIDE

- 1. The Towers
(Towers nearby are for future expansion)
- 2. Health
- 3. Married Student Housing
- 4. Campus School
- 5. Science
- 6. School of Business
- 7. Administration
- 8. Library - Learning Center
- 9. Liberal Arts
- 10. Music Auditorium
- 11. Heating Plant
- 12. Music Drama
- 13. Driscoll Hall
- 14. College Union
- 15. Morrison Hall
- 16. Physical Education/Auxiliary Gymnasium/Pool
- 17. Chaffee Hall
- 18. Gymnasium
- 19. Technical Education
- 20. Vocational Education Center
- 21. Maintenance
- 22. Bronco Stadium
- 23. Varsity Center
- 24. Christ Chapel
- 25. Student Health Center