

student handbook

CATALYST



BOISE STATE UNIVERSITY

bsu 1985-1986 *bsu*

Student Handbook



1985-1986

Student Handbook Committee
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It is the policy of Boise State University to provide equal educational and employment opportunities, services, and benefits to students and employees without regard to race, color, national origin, sex, or handicap, in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 799A and 845 of the Public Health Service Act, and Sections 503 and 504 of the Rehabilitation Act of 1973, where applicable, as enforced by the U.S. Department of Health, Education and Welfare.

Very Important Dates to Remember

FALL SEMESTER 1985

Labor Day	Holiday	Monday, Sept. 2
CLASSES BEGIN		Tuesday, Sept. 3
Last Day For	a 100% Refund for a Complete Withdrawal from All Classes	Wednesday, Sept. 4
Last Day To	Make Class Changes without permission & for Open Registration	Tuesday, Sept. 10
Last Day For	a 75% Refund for a Complete Withdrawal	Wednesday, Sept. 18
Last Day For	A 50% Refund for a Complete Withdrawal	Wednesday, Oct. 2
MIDTERM EXAMS	All Week	Monday-Friday, Oct. 14-18
HOMECOMING	All Week — Game on Saturday	Monday-Friday, Oct. 28-Nov. 1
Last Day To	Make Class Changes or to Register by Petition	Friday, Oct. 25
Preregistration for	Spring Semester 1986	Monday-Friday, Nov. 4-8
Last Day To	Petition for Upper Division Admission for Spring 1986 in College of Business	Friday, Nov. 8
Thanksgiving	Holiday (four days)	Thursday-Sunday, Nov. 28-Dec. 1
Last Day To	Completely Withdraw from the University (Classes End)	Friday, Dec. 13
FINAL EXAMS	See Schedule in your "Directory of Classes"	Tuesday-Saturday, Dec. 17-21

SPRING SEMESTER 1986

CLASSES BEGIN		Thursday, Jan. 16
Last Day For	a 100% Refund for a Complete Withdrawal from All Classes	Friday, Jan. 17
Last Day To	Make Class Changes without permission and for Open Registration	Friday, Jan. 24
Last Day For	a 75% Refund for a Complete Withdrawal	Friday, Jan. 31
Last Day For	a 50% Refund for a Complete Withdrawal	Friday, Feb. 14
Washington's Birthday	Holiday	Monday, Feb. 17
MIDTERM EXAMS	All Week	Monday-Friday, March 10-14
Last Day To	Make Class Changes or to Register by Petition	Friday, March 31
Spring Vacation	All Week	Monday-Friday, March 24-28
Preregistration for	Fall Semester 1986	Monday-Friday, April 7-11
Last Day To	Petition for Upper Division Admission for Fall 86 in College of Business	Friday, April 11
Last Day To	Completely Withdraw from the University (Classes End)	Friday, May 9
FINAL EXAMS	See Schedule in your "Directory of Classes"	Tuesday-Saturday, May 13-17

Table of Contents

I.	GENERAL STUDENT INFORMATION	Page
	Where To Find Help	5
	Campus Map	8
	Breakdown of Institutional Fees	10
	Parking on Campus	11
II.	SERVICES FOR STUDENTS	
	Vice President for Student Affairs	14
	Dean of Student Special Services (Complete Withdrawals, Tutoring, Students with Physical Disabilities, Child Care Center, Multi-Cultural Board, Veterans Affairs)	14
	Financial Aid (Scholarships, Loans, Grants)	15
	Career Planning & Placement (Career Information, Planning, Part Time Jobs, Career Employment)	16
	Dean of Admissions (General Admissions and Program Counseling)	16
	Registrar (Transcripts, Permanent Records, Class Changes, etc.)	16
	Student Residential Life (Residence Halls, Contracts, University Apartments)	16
	Student Union Building (Food Service, Activities, Scheduling Facilities)	17
	Counseling & Testing Center (Personal, Vocational, Educational Counseling and Achievement, Interest, Aptitude Tests)	19
	Student Health Center (Eligibility, Services, etc.)	19
	Library (Card Catalog, Reference, Circulation, Periodicals, Educational Media Services, KAID-TV, etc.)	20
III.	OPPORTUNITIES FOR INVOLVEMENT	
	University Committees	23
	Student Organizations and Programs	24
	Scheduling of Facilities	25
	Art, Music and Theatre Arts/Morrison Center	25
	Recreation on Campus/Pavilion	27
	Athletics	27
	Student Government (ASBSU Organizations and Officers)	30
	ASBSU Senators and Judicial Branch	31
	ASBSU Constitution	32
VI.	UNIVERSITY POLICIES AND PROCEDURES	
	Academic Regulations (Advisors, Grading System, Classification of Students, Changes in Registration, Complete Withdrawal, Probation and Disqualification, etc.)	37
	Student Policies and Procedures (Bill of Rights, Code of Conduct, Judicial Procedures, Hearing Boards, Organizational Policies and Recognition Procedures, etc.)	39

PART I

GENERAL STUDENT INFORMATION

Where to Find Help

Money Matters

Books, Paper and School Supply Purchases

Go to — Bookstore, First Floor, Student Union Building, 385-1254/1559

Financial Aid, Scholarships, and Short Term Loans

Go to — Financial Aid Office, Room 117, Administration Building, 385-1664

Late Registration Fee and Other University Bill Payments

Go to — Cashier's Window, Room 209, Administration Building, 385-1212

Off-Campus, Part-time Jobs

Go to — Off-Campus Student Employment Office, Room 124, Administration Building, 385-1745

On-Campus Paycheck

Go to — Cashier's Window, Room 209, Administration Building, 385-1212

Room and Board Payments

Go to — Housing Cashier's Window, Room 209, Administration Building, 385-1612

Student Organizational Fundraising Projects

Go to — Student Activities Office, Room 205, Student Union Building, 385-1223

Veterans Educational Benefits

Go to — Veterans Affairs Office, Room 114, Administration Building, 385-1679

Academic Concerns

Academic Advising or Changing Your Advisor

Go to — The Advising Coordinator of your School or College OR check with the Secretary to the Dean of your School or College.

Academic Problems

Go to — Dean of Student Special Services Office, Room 114, Administration Building, 385-1583 OR Counseling Center, Sixth Floor Left, Education Building, 385-1601.

Change of Address

Go to — Records Clerk, Registrar's Office, Room 102, Administration Building, 385-3486.
Financial Aid Office, Room 117, Administration Building, 385-1664 (if receiving financial aid).

Copy of Transcript

Go to — Transcript Clerk, Registrar's Window, Room 100, Administration Building, 385-3486.

Drop or Add a Class, Class Conflicts, Educational Goals, Degree Requirements or Declaring a Major

Go to — Your Advisor first; Part-time Students check with the Registrar's Office, Room 102, Administration Building, 385-3486 OR Night Students check with the Continuing Education Office, Room 217, Library, 385-1709

Extended Absence from Class

Go to — Individual Instructor or in a medical emergency, the Dean of Student Special Services Office, Room 114, Administration Building, 385-1583.

Grade Change or Incomplete

Go to — Your Advisor or your Instructor first

Graduation Information

Go to — Graduation Clerk, Room 107, Administration Building, 385-3486.

Transcript Evaluations

Go to — Evaluator's Office, Room 107, Administration Building, 385-3486

Tutoring Assistance, Withdrawal from School

Go to — Dean of Student Special Services Office, Room 114, Administration Building, 385-1583.

Special Academic Opportunities

Honors Program

Go to — The Honors Program Office, Room 408-G, Library, 385-1122

Internships/Cooperative Education

Go to — Your Department Chairman, Academic Dean, or the University Coordinator's Office, Room 316, Business Building, 385-1461

National Student Exchange

Go to — National Student Exchange Coordinator, Second Floor, Student Union Building, 385-1280

Reading and Study Skills

Go to — Department of Teacher Education, Room 206, Education Building, 385-3602

Special Services for Disadvantaged Students

Go to — Program Director's Office, Room 214, Education Building, 385-3583

Studies Abroad

Go to — Office of Studies Abroad, Room 314, Education Building, 385-3652

Student Services

Career Employment for Graduating Seniors

Go to — Career Planning and Placement, Room 123, Administration Building, 385-1747

Child Care Information

Go to — BSU Child Care Center, Northeast end of the Pavilion, 385-3979

Health Insurance Claim

Go to — Representative in Senate Offices, Second Floor, Student Union Building, 385-1142

Legal Counseling, Landlord/Tenant Problems, Small Claims Courts, etc.

Go to — ASBSU Office, Second Floor, Student Union Building, 385-1142

Services for Physically Disabled Students, Vocational Rehabilitation, TTY Phone

Go to — Dean of Student Special Services Office, Room 114, Administration Building, 385-1583, TTY Phone 385-1454

Student Housing Information

Go to — Student Residential Life, Room 110, Administration Building, 385-3986

Veterans Programs, Veterans Who Need Tutoring

Go to — Office of Veterans Affairs, Room 114, Administration Building, 385-1679

Recreational-Social Activities

Academic Student Clubs and Organization Information

Go to — Student Activities Office, Room 205, Student Union Building, 385-1223

Bowling, Pinball, Pool, Video Games, Board Games

Go to — Recreation Center, First Floor, Student Union Building, 385-1456

Ethnic Student Organizations: M.E.Ch.A., Black Student Union, Dama Soghop

Go to — Dean of Student Special Services, Room 114, Administration Building, 385-1583

Organizations for Physically Disabled Students: Barrier Busters, Sign Language Club

Go to — Dean of Student Special Services, Room 114, Administration Building, 385-1583

Outdoor Educational Programs and Resource Center/Library

Go to — Outdoor Activities Center, First Floor, Student Union Building, 385-1265

Purchase Tickets for University Events: Films, Lectures, Concerts, Sports Events

Go to — Union Station, First Floor, Student Union Building, 385-1448

Rent Outdoor Recreational Equipment

Go to — Outdoor Rental Center, First Floor, Student Union Building, 385-1946

Schedule the Use of a BSU Facility

Go to — "Scheduling of BSU Facilities," Part III of the Student Handbook

Social and Recreational Student Clubs, Organizations, Fraternities, Sororities

Go to — Student Activities Office, Room 205, Student Union Building, 385-1223

Student Government (Associated Students of Boise State University)

Go to — ASBSU Offices, Second Floor, Student Union Building, 385-1440

Student Programs Board (SPB), Campus Entertainment

Go to — SPB Office, Room 220, Student Union Building, 385-3654

Personal Matters

Discrimination

Go to — Affirmative Action Director, Room 307, Business Building, 385-1979

Grievance against a Member of the University

Go to — Student Activities Office, Second Floor, Student Union Building, 385-1223

Health or Medical Problem

Go to — Student Health Center, 2103 University Drive, 385-1459

Housing Situation, Roommate or Landlord Problem

Go to — Your R.A., Resident Director, or Student Residential Life, Room 110, Administration Building, 385-3986

Personal, Vocational, or Educational Concerns

Go to — Counseling Center, Sixth Floor Left, Education Building, 385-1601

Miscellaneous

Idaho Residency Requirement Information

Go to — Vice President for Financial Affairs, Room 208, Administration Building, 385-1200

Lost and Found

Go to — Union Station, First Floor, Student Union Building, 385-1448

Paging Someone in the Student Union Building

Go to — Union Station, First Floor, Student Union Building, 385-1108

Parking Tickets or Information about Parking Requirements

Go to — Parking Control, Room 118, Administration Building, 385-1681

Put an Ad, Letter or Article in Student Newspaper

Go to — University News Office, SUB Annex-Student Organization Building (across from Student Union) #42 on map

Vocational-Technical Concerns

Counseling Services

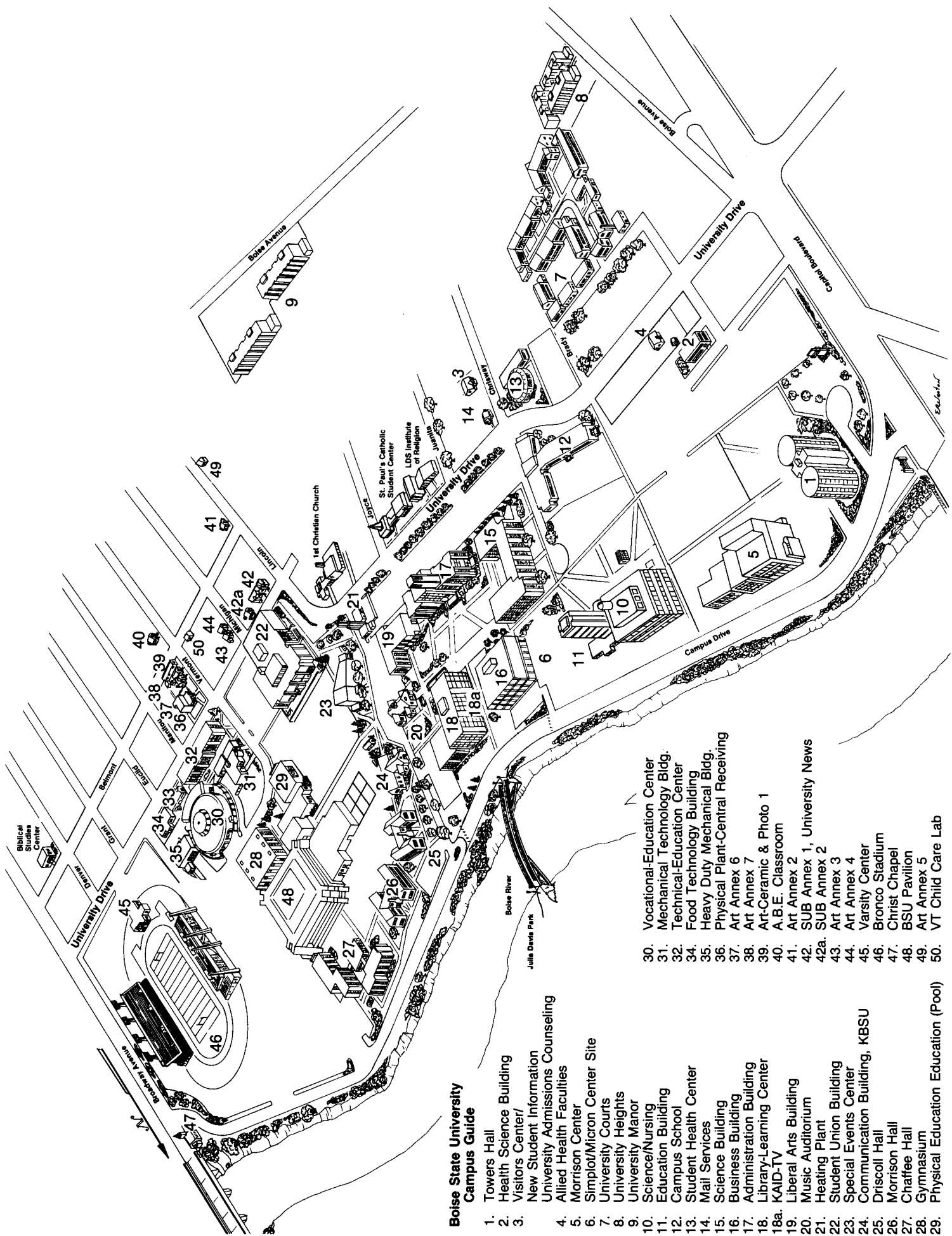
Go to — Vo-Tech Student Services Center, Room 112, Technical Education Building, 385-1431

Questions about Completing Courses Early

Go to — Instructor and Department Chairman

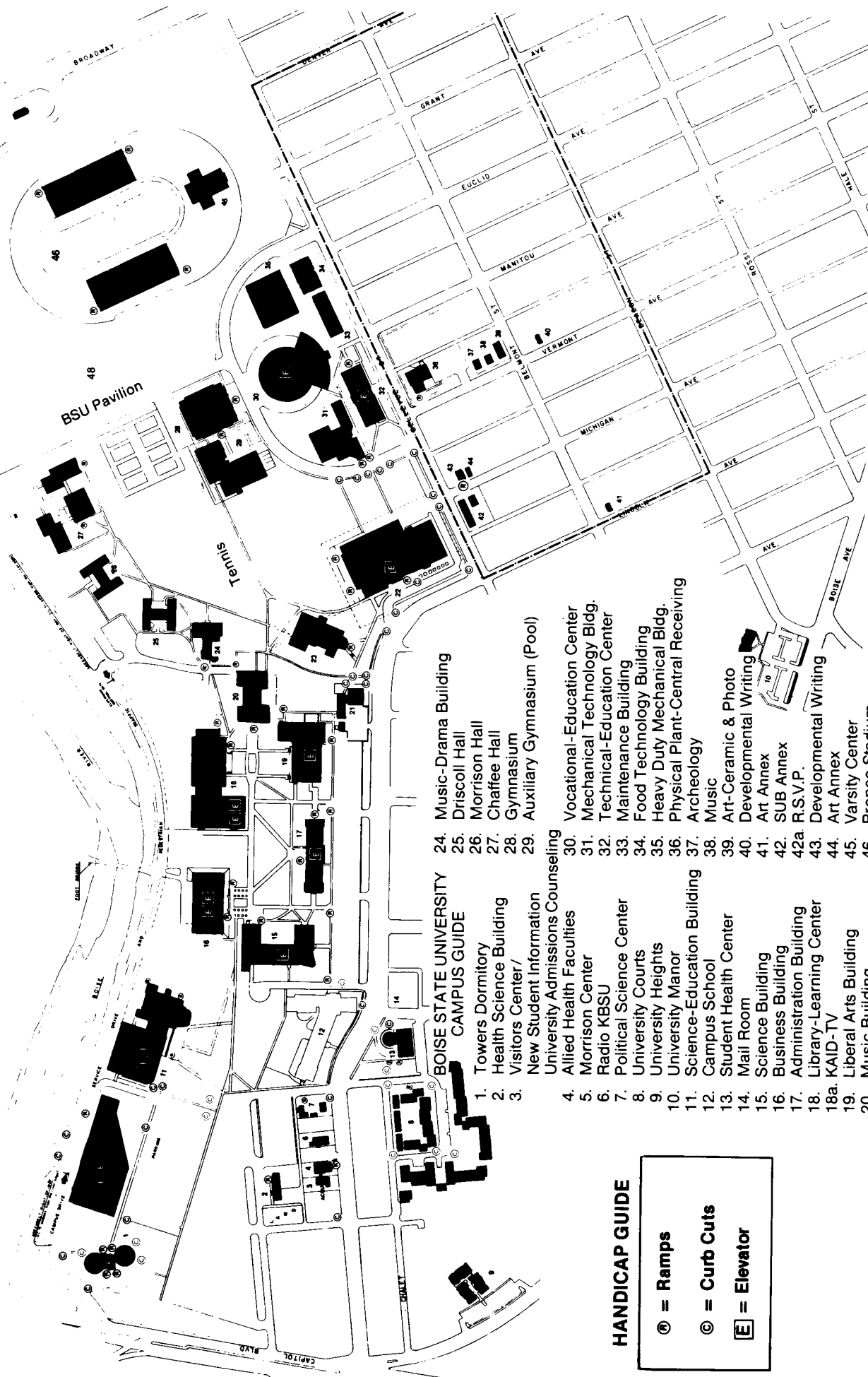
Questions Concerning Registration and Student Records

Go to — Vo-Tech Student Services Center, Room 112, Technical Education Building, 385-1431



**Boise State University
Campus Guide**

1. Towers Hall
2. Health Science Building
3. Visitors Center/
New Student Information
University Admissions Counseling
4. Allied Health Faculties
5. Morrison Center
6. Simplot/Micron Center Site
7. University Courts
8. University Heights
9. University Manor
10. Science/Nursing
Education Building
11. Campus School
12. Student Health Center
13. Mail Services
14. Science Building
15. Business Building
16. Administration Building
17. Library-Learning Center
18. KAID-TV
19. Liberal Arts Building
20. Music Auditorium
21. Heating Plant
22. Student Union Building
23. Special Events Center
24. Communication Building, KBSU
25. Driscoll Hall
26. Morrison Hall
27. Chaffee Hall
28. Gymnasium
29. Physical Education Education (Pool)
30. Vocational-Education Center
31. Mechanical Technology Bldg.
32. Technical-Education Center
33. Food Technology Building
34. Heavy Duty Mechanical Bldg.
35. Physical Plant-Central Receiving
36. Art Annex 6
37. Art Annex 7
38. Art-Ceramic & Photo 1
39. A.B.E. Classroom
40. Art Annex 2
41. Art Annex 1, University News
42. SUB Annex 2
- 42a. SUB Annex 3
43. Art Annex 4
44. Art Annex 5
45. Varsity Center
46. Bronco Stadium
47. Christ Chapel
48. BSU Pavilion
49. Art Annex 5
50. VT Child Care Lab



**BOISE STATE UNIVERSITY
CAMPUS GUIDE**

- 1. Towers Dormitory
- 2. Health Science Building
- 3. Visitors Center/
New Student Information
University Admissions Counseling
- 4. Allied Health Facilities
- 5. Morrison Center
- 6. Radio KBSU
- 7. Political Science Center
- 8. University Courts
- 9. University Heights
- 10. University Manor
- 11. Science-Education Building
- 12. Campus School
- 13. Student Health Center
- 14. Mail Room
- 15. Science Building
- 16. Business Building
- 17. Administration Building
- 18. Library-Learning Center
- 18a. KAID-TV
- 19. Liberal Arts Building
- 20. Music Building
- 21. Heating Plant
- 22. Student Union Building
- 23. Special Events Center
- 24. Music-Drama Building
- 25. Driscoll Hall
- 26. Morrison Hall
- 27. Chaffee Hall
- 28. Gymnasium
- 29. Auxiliary Gymnasium (Pool)
- 30. Vocational-Education Center
- 31. Mechanical Technology Bldg.
- 32. Technical-Education Center
- 33. Maintenance Building
- 34. Food Technology Building
- 35. Heavy Duty Mechanical Bldg.
- 36. Physical Plant-Central Receiving
- 37. Archeology
- 38. Music
- 39. Art-Ceramic & Photo
- 40. Developmental Writing
- 41. Art Annex
- 42. SUB Annex
- 42a. R.S.V.P.
- 43. Developmental Writing
- 44. Art Annex
- 45. Varsity Center
- 46. Bronco Stadium
- 47. Christ Chapel
- 48. BSU Pavilion
Child Care Center

HANDICAP GUIDE

Ⓔ = Ramps
 Ⓒ = Curb Cuts
 [E] = Elevator

Breakdown of Institutional Fees

Registration is not complete or official until all fees are paid.
(Subject to change without notice)

	Idaho Resident	Non-Resident	Foreign Student
FULL TIME FEES (8 Credits or More)			
Associated Student Body	\$ 16.50	\$ 16.50	\$16.50
General Recreation Fee	1.50	1.50	1.50
Athletics	34.00	34.00	34.00
Student Health Insurance	49.50	49.50	49.50
Health Center	16.00	16.00	16.00
KBSU Radio Station Fee	2.00	2.00	2.00
University News Fee	3.00	3.00	3.00
Theatre Arts Fee	1.00	1.00	1.00
Student Union Fee	55.00	55.00	55.00
Facilities Equipment	5.00	5.00	5.00
General Building Fee	94.00	94.00	94.00
Alumni Activities	2.50	2.50	2.50
Marching Band	1.00	1.00	1.00
General Fee	3.00	3.00	3.00
Institutional Fee	<u>245.00</u>	<u>245.00</u>	<u>245.00</u>
TOTAL INSTITUTIONAL FEES	\$ 529.00	\$ 529.00	\$ 529.00
Tuition Fee	<u>-0-</u>	<u>+950.00</u>	<u>+950.00</u>
TOTAL TUITION AND FEES FOR UNDERGRADUATE STUDENTS	\$ 529.00	\$1479.00	\$1479.00
Graduate School Fees	<u>+ 167.00</u>	<u>+ 167.00</u>	<u>+ 167.00</u>
TOTAL GRADUATE SCHOOL FEES	\$ 696.00	\$1646.00	\$1646.00
PART TIME FEES (Per Credit Hour)			
Student Union Fee	\$ 4.50	\$ 4.50	\$ 4.50
General Building Fee	9.00	9.00	9.00
Part Time Fee	<u>45.25</u>	<u>45.25</u>	<u>45.25</u>
TOTAL PART TIME FEES	\$ 58.75	\$ 58.75	\$ 58.75
Tuition Fees	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL COST FOR PART TIME STUDENTS	58.75	58.75	58.75
Graduate School Fee	<u>17.00</u>	<u>17.00</u>	<u>17.00</u>
TOTAL GRADUATE/PART TIME STUDENT FEES	\$ 75.75	\$ 75.75	\$ 75.75
Audit Fee same as Credit Fee			
OTHER FEES			
Application Processing (nonrefundable)	\$ 10.00	\$ 10.00	\$ 10.00
Late Registration Fee (When Registering by Petition)	50.00	50.00	50.00
Vocational Technical (Advanced Security Registration Deposit)	75.00	75.00	75.00
Summer Session (per Credit Hour)			
Undergraduate	59.75	59.75	59.75
Graduate	76.75	76.75	76.75
Private Music Lessons	35.00	35.00	35.00
Testing			
Residual ACT	14.00	14.00	14.00
TSWE (Test of Written English)	5.00	5.00	5.00
Music — Private Lessons (per Regular Semester)			
1 or 2 credits	\$ 55.00	\$ 55.00	\$ 55.00
4 credits	110.00	110.00	110.00
Art-Laboratory or Model Costs	variable	variable	variable
Duplicate Activity/Library Card	5.00	5.00	5.00

All fees, tuition and other charges are subject to change at any time by the State Board of Education acting as the Board of Trustees for Boise State University.

Student Insurance Coverage

All registered full-time students (taking 8 credit hours or more) paying full-time fees to Boise State University are required to have this coverage. The fee for this coverage is paid by the student at the time of registration. The student is insured at home, at school, or while traveling — 24 hours a day for the policy period. To make a claim on your insurance, you need to obtain a claim form from the ASBSU Office or the Union Station (both are located in the Student Union Building), fill it out and return it to the ASBSU Office. If you are away from college, you need to pay the bill and obtain a receipt. To get your benefits you need to contact the ASBSU Office and follow their directions. If a claim is made during the summer months, go to Room 205 of the Administration Building. Your benefits are subject to a \$50 deductible both for accident and sickness medical expense per policy year of benefits otherwise payable.

Student Health Insurance benefits are available to part-time students. Part-time students are those students paying less than full-time fees at BSU but who are enrolled for at least three credit hours per semester. To enroll you must complete the optional enrollment form. A BSU student's dependents are also eligible for this insurance on an optional basis by filling out an optional enrollment form.

Insurance premium refunds are available for those students who can show proof of duplicate insurance coverage. A student insurance refund form must be completed in order to receive a refund of the student insurance premium. To determine the last eligible day for the insurance refund for each semester (usually 30 days after school starts) and to obtain the refund forms, contact the campus representative. A campus representative is available Monday thru Friday, 2-4 p.m., in the ASBSU Office, 2nd floor of the SUB, 385-1547, or you may contact Capital Planning at 345-9885.

Note: Regardless of insurance coverage, all **full-time** students are eligible for the services of the Student Health Center. These are two separate programs offered by the University.

Boise State University Parking System

Traffic and Parking Regulation Brochures are available in the PARKING CONTROL OFFICE (Room 118, Admin. Bldg., 385-1681). The regulations apply on all University property, at all times, unless otherwise specified.

Reserved Parking

Reserved permits cost \$52.00 per year. \$28.00 of the permit is deposited in the University's Scholarship Fund and is tax deductible.

A vehicle registration card must be completed prior to issuing an assigned permit number for your designated lot. You must park in assigned designated lot only and may park in any legal parking space. There are no individually assigned spaces. Restricted lots are reserved from 7:00 a.m. until 3:00 p.m. Monday through Friday and your reserve permit is NOT VALID in the General permit parking lots between 7:00 a.m. and 3:00 a.m. Current Reserve Permits may be renewed from around May 1 until the first week of August. Remaining reserve permits will be sold to faculty and staff ONLY on August 27th. The balance of the reserved permits will be sold on August 29th to students, staff and faculty on a first come/first served basis.

General Parking

General permit parking is available in the unreserved portion of the Towers Lot, the west side of the Stadium/Pavilion

Lot, designated campus roads, general permit designated lots, and any reserved lot AFTER 3 p.m. Only one permit is issued for the price of \$12.00 and is valid only when properly displayed in a registered vehicle. A vehicle registration card must be completed to obtain a permit.

A General Permit DOES NOT guarantee you a parking space. IT DOES NOT allow you to park in fire lanes, handicap spaces, loading zones, or any yellow painted area.

Metered Parking Spaces

Heavy traffic areas such as the Administration and SUB parking lots have metered parking spaces identified for the convenience of short-term visitors, students, staff, or faculty. Each space is regulated with half hour, one hour, and two hour parking meters at a cost of \$.25 per half hour.

Open Parking

The east side of the Stadium/Pavilion Parking Lots is the ONLY AREA on campus that does not require a decal or permit. This enables visitor seminar participants, special meeting groups, etc., to park on campus without incurring a parking violation when parked in a space.

Evening Parking

After 4:00 p.m. permits/decals will NOT be required for use of the parking

facilities. No parking will be allowed in yellow zones, no parking areas, handicap spaces or nondesignated spaces.

Campus Housing Parking

University apartments and residence hall parking permits are available in the Parking Control Office and are required for University Courts, University Heights, and all residence halls. Apartment permits are issued free of charge, while residence hall permits are issued with the purchase of a General Permit.

Handicapped Parking

Students, staff and faculty with physical disabilities may purchase a Handicap Parking Permit for \$12.00 with a written request from their physician to the Dean of Student Special Services. This permit allows parking in identified handicapped spaces or in any reserved or general permit required parking lots.

Summer Parking

Permits/decals will be required for summer use of parking facilities. All rules and regulations will be enforced. Permits purchased for Fall or Spring semester will be valid during the summer.

Summer Only permits will be available for purchase June 1st through August 1st and are valid for Summer Classes only. (See current parking brochure for fee schedule.)

Motorcycle Parking

Motorcycle decals are required to park on campus in designated motorcycle parking areas only. Decals are \$10.00 for the year. Only one decal for the price of \$10.00.

Parking Control

Any questions concerning parking regulations, payment of fines or appeals should be directed to the PARKING CONTROL OFFICE, Room 118, Administration Building, phone 385-1681. The office is open from 7:00 a.m. until 4:00 p.m., Monday through Friday.

This office does not set policy or rules and regulations for parking on the campus. Its function is to efficiently operate, manage, and enforce the University's parking rules and regulations. Any comments or concerns should be submitted in writing through this office to the University Administration and Parking Advisory Committee.

Please refer to the Parking Brochure for the deadline dates for submitting an appeal or paying a fine.

Penalties for Violations**Ticket Costs/Fines**

\$2.00 FINE: for parking in a nondesignated space, improperly displayed decal/permit, or improperly affixed decal.

\$4.00 FINE: parking in no parking areas; blocking access ramps to sidewalks, yellow, fire, or loading zones; expired meter; dumpster area; blocking traffic; parking in more than one space, on a sidewalk, blocking driveway, within 15 feet of a fire hydrant, in a crosswalk, on the grass or areas not designated for parking; students, staff or faculty parking in no charge designated visitor parking spaces.

\$7.50 FINE: parking in any decal required lot without a matching decal, parking more than one registered vehicle in a reserved area at a given time (duplicate permit numbers), parking anywhere on campus when parking privileges are revoked, inaccurate information on vehicle registration card.

Towing and Impoundment

Parking control officers may use their discretion in towing away vehicles. This

practice may be used when a vehicle is: (1) obstructing or blocking the flow of traffic; (2) parked in a loading or yellow zone, fire lane, handicapped space, reserved lot, etc.; (3) owned by a "continual violator" or by someone whose parking privileges have been revoked.

CONTINUAL VIOLATORS are individuals who accumulate three or more parking violations. **THEY ARE SUBJECT TO TOWING UNTIL ALL VIOLATIONS ARE CLEARED WITH THE PARKING CONTROL OFFICE.**

TOWING is carried out by Pacific Towing, 6531 Targee, Boise, Idaho, telephone — 362-0040. All fees must be paid in cash at Pacific Towing to obtain the vehicle's release.

PART II

SERVICES FOR STUDENTS

Vice President for Student Affairs

385-1418

If you need an answer to a general question or problem, check in Room 112, first floor of the Administration Building, and ask for Dr. David S. Taylor, Vice-President for Student Affairs. Dr. Taylor and his staff are available to advise on all of the services provided by Student Affairs personnel. Specific questions about the Student Policy Board, other Student Affairs offices, student government and all areas of counseling and advising can be directed to this office if assistance is not found elsewhere.

Vice President for Student Affairs Staff:

Dr. David S. Taylor, Vice President of Student Affairs
Judy Walker, Secretary to the Vice President

Dean of Student Special Services 385-1583

The functions of Student Special Services include general student counseling, adjudicating special requests and petitions to change a student's record or withdrawal from the University, tutorial assistance, support services for students with physical disabilities and professional advising of minority, women, and veteran activities.

Complete Withdrawal from BSU

If you are contemplating withdrawing from the University, come to Student Special Services for a withdrawal form. A staff person will conduct an exit interview and advise you of the clearance procedures. The office will try to assist you in handling some of your problems and will refer you to other student assistance areas or community agencies for help with special needs.

If you are physically unable to come in due to hardship or health, telephone or write the Student Special Services office and request a **Petition for a Complete Withdrawal**.

Tutorial Assistance — 385-3794

Tutorial assistance is offered in as many subject areas as we are able to secure certified tutors. This program is a service to Boise State University students in need of additional help outside the classroom at no cost. You can obtain information about receiving tutorial assistance or becoming a tutor by contacting Student Special Services, Administration Building, Room 114.

Students with Physical Disabilities

The Dean of Student Special Services Office provides information and orientation to the University as well as priority course scheduling, registration help, interpreter and notetaker services, tutorial assistance and the authorization of handicapped parking permits for students with serious mobility impairments who submit a doctor's verification. University staff and faculty have worked together with students with physical disabilities in eliminating architectural barriers and improving program accessibility for over fifteen years. Between 200 and 300 students with physical disabilities enroll in a wide variety of majors and courses each semester with approximately 40 percent requiring assistance in accessing university programs. Limited equipment is available such as a TTY, manual wheelchair, tape recorders, crutches, and computer terminals for tests and term papers. The University Library maintains a talking calculator, Visualek machine, Braille dictionary, and a Perkins Braille.

A very close liaison is also maintained with the Boise area office of the Vocational Rehabilitation Service to facilitate each student's educational experience.

To assure identification of services needed, students are requested to contact us as early as possible. Our office is equipped with an electric door for easy access. The phone number for the TTY is 385-1454. For a comprehensive description of services available, students should request the **BSU Physically Disabled Student Guide**.

Child Care Service — 385-3979

The BSU Child Care Center, located within the new Pavilion, provides child care from 7:00 a.m. until 5:30 p.m. for two and one-half (2½) through kindergarten age (5-6) children of full-time BSU

students first, then part-time students. Faculty and staff children plus half-day or drop-in service will be provided on a space available basis. The child care service provides an educational development program for the total child. It is financed as a self-supporting project through parent-paid fees, donations, ASBSU assistance and reimbursement from the USDA Child Care Food Program.

With a staff of professional early childhood educators, the Center also serves as a laboratory experience for students enrolled in Teacher Education, Vo-Tech Child Care Studies, Health Science and Social Work programs.

Multicultural Board

The Multicultural Board offers a variety of academic, cultural, social and recreational opportunities to all students. It was established as a central organization to develop, coordinate, budget, and implement the programs of the various ethnic and cultural clubs on campus. Member organizations are the Barrier Busters, Black Student Union, Dama Soghop, MEChA, The Women's Alliance, and the Sign Language Club. The Board provides an opportunity for interaction between the clubs and also seeks to promote understanding, awareness, and cooperation between all students, faculty and members of the local community.

Veterans Affairs — 385-1679

This office provides minimal services and assistance for all veterans enrolled at Boise State University. Veteran student counselors will inform and advise you of eligibility for educational benefits and assistance. Counselors are responsible for identifying special education programs of a remedial, motivational, and tutorial nature that will assess your needs, problems, and interest. The Veterans Affairs staff will also make

referrals to the Veterans Clerk in the Registrar's Office, Counseling Center or other student assistance areas and community agencies.

Whenever you need some assistance or information, we will try to do everything possible to help you.

Student Special Services Staff:

- Ed Wilkinson, Dean of Student Special Services
- Margarita Mendoza de Sugiyama, Administrative Assistant
- Lorenda Hall, Secretary to Dean
- Jan Centanni, Special Services Coordinator
- Jean Britton, Child Care Center Director
- Steve Page, Veterans Affairs Coordinator

Financial Aid 385-1664

The primary purpose of financial aid is to provide assistance and counseling to students who would be unable to attend the University without such help. Financial aid is available to fill the gap between the student's potential resources and yearly educational expenses. The ultimate responsibility for meeting educational costs rests with the individual student and/or parents.

The Financial Aid Office is located in Room 117 of the Administration Building and has a comprehensive financial assistance program which includes a variety of types of scholarships, loans, grants, and part-time employment. Financial aid is determined by a careful analysis of the student's financial resources from information furnished on the Financial Aid Form (FAF) submitted to the College Scholarship Service (CSS). A uniform method of analysis approved by the U.S. Office of Education determines a student's financial need. Every attempt is made to ensure a fair distribution of the resources available to the University. Students should contact the Financial Aids Office early in the semester prior to the first semester of enrollment to learn what assistance might be available and how to apply.

To receive financial aid at BSU, an eligible student must (1) be enrolled for the purpose of obtaining a degree, diploma, or certificate; (2) be in good academic standing; (3) be progressing toward a

degree/certificate at the minimum rate defined below; (4) complete degree requirements within the maximum time frame provided by this policy.

Enrollment Status

Fulltime Undergraduate	12 credits per semester
Parttime Undergraduate	6*-11 credits
Fulltime Graduate	9 credits per semester
Parttime Graduate	5* credits per semester

* Students who drop below these levels are not eligible for financial aid and will be required to repay financial aid funds received.

Good Academic Standing

Students on academic probation are not eligible for financial aid. This includes transfer students who are admitted on "probation" and continuing students who are "readmitted" by their deans.

EXCEPTION: Financial aid will not be withheld for students on probation who earned at least 12 credit hours with a 2.5 GPA during the most recent semester at BSU and who have not exceeded the maximum time frame allowed for completion of degree/certificate.

Satisfactory Progress

During any year in which a student receives financial aid, the student must be making satisfactory academic progress by completing a minimum number of credits, as calculated below:

No. of Sem.	Bachelors		Associate		Masters	
	Full time	Part time	Full time	Part time	Full time	Part time
1	11	7	11	6	9	5
2	22	14	22	12	18	10
3	33	21	33	18	27	15
4	44	28	44	24	30	20
5	55	35	55	30		25
6	66	42	64	36		30
7	77	49		42		
8	88	56		48		
9	99	63		54		
10	110	70		60		
11	121	77		64		
12	128	84				
13		91				
14		98				
15		105				
16		112				
17		119				
18		128				

Maximum Time Frame Allowed for Completion of Degree

Type of Degree/Certificate	Full-time	Part-time*
Bachelor's	6 years	9 years
Associate	3 years	4 years
Master's	2 years	3 years
Vo-Tech and Certificate Programs	Within normal program length: 11 months, if in an 11-month program.	

To qualify for the part-time completion time frame, the student must have enrolled part-time at least 50% of the total time. At a minimum, Satisfactory Progress Review will be conducted annually after Spring semester grades are avail-

able. A student who does not complete the minimum number of hours required has the following options:

1. Enroll for the necessary number of hours during the summer term **without summer financial aid**. Successful completion would reestablish aid eligibility for the following fall semester as long as the student is not on probation and meets all other eligibility requirements.
2. Enroll **without financial aid** and reapply for aid consideration once the minimum credit hour requirements have been made up.
3. Appeal in writing for exemption from this policy. Extenuating circumstances must be clearly documented.

The following shall not be counted as credits completed: F, audit, withdrawal, incomplete. Remedial courses (E010, etc.) will be counted as equivalent hours completed unless the student fails the course.

Complete Withdrawals and Drops to Less than 6 Credits

These will not be counted as semesters attended unless they occur successively more than once after receiving financial aid.

Reinstatement

Student must no longer be on academic probation or deficient in the minimum number of credits completed to reinstate eligibility for financial aid.

Appeal

The Financial Aid Office will consider written appeal for exemption of this policy only in instances where a poor academic record dating three years or longer or documented extenuating circumstances are the cause of the problem. The Financial Aid Office will consider the individual circumstances in any appeal and may grant an exemption for no longer than one semester at a time.

Financial Aid Staff:

- Esperanza Nee, Director of Student Financial Aids
- Chris Woodward, Financial Aid Counselor
- Frances Katsilometes, Financial Aid Counselor
- Wanda Smith, Student Employment
- Georgia Harris, Guaranteed Student Loans

Career Planning and Placement 385-1747

Career information, advising, planning, and placement opportunities for all students and alumni can be obtained in Room 123 of the Administration Building. Students are invited to utilize this service any time during their university years to assist them in the important decision of what to major in and what to do after graduation.

Students may obtain up-to-date occupational information on current employment, wages, outlook, and occupation descriptions by using the Idaho Career Information System via a computer terminal in Room 124, Administration Building. This system also features Quest, a questionnaire which assists the student in identifying careers which relate to the student's likes and abilities.

Career Planning and Placement 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 on the campus and maintains listings of job openings.

Job Location/Development Office 385-1745 Admin. Bldg., Room 124

This office provides assistance to students seeking part-time and vacation employment. Numerous and varied listings are maintained from Boise Area Employers. Information on summer positions from outside the area are also available.

Students seeking off-campus employment need only complete a brief registration form and verify that they are students by showing their current Activity/Fee Card.

Career Planning and Placement Staff:

Richard Rapp, Director of Career Planning and Placement
Assistant Vice President for Student Affairs

Carol Hines, Career Planning and Placement Assistant
Roni Leuck, Coordinator, Off-Campus Student Employment

Dean of Admissions 385-1177

Admissions handles all the paperwork involved in keeping your admissions records 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 University received your application, high school or other college transcripts, or how much it costs to register, where to register, when, and how, the Admissions people in Rooms 101 (Admissions Window), 103 and 105, first floor of the Administration Building, are there to help.

University Admissions Counseling/ Visitors Center — 385-1401 2065 University Drive

General admissions and program counseling as well as referral services are available through the Admissions Counseling Center. Services provided to foreign students, non-traditional students and recent high school graduates include: general admissions procedures, orientation programs, tours of the University, career counseling and interest testing, program and course selection.

Admissions Staff:

Dr. Guy Hunt, Dean of Admissions
Cathy Hampton, Secretary to Dean
Stephen Spafford, Associate Dean and Director of Admissions Counseling
Brenda McCann, Secretary to Associate Dean
Gertrude Arnold, Assistant Dean of Admissions and Assistant Director of Admissions Counseling
Jeanette Baldazo, Secretary to Assistant Dean
Jane Olsen, Admissions Counselor
Virginia Hemingway, Admissions Office Supervisor

Registrar 385-3486

The Registrar's Office can answer any questions you might have about your

BSU transcript, credits earned or transferred in from other colleges or anything concerning your cumulative academic record, and help if you wish to obtain a copy of your BSU transcript for yourself, prospective employers or other schools. Registrar's staff will certify your attendance or G.P.A. for such things as Social Security benefits, educational loans and insurance company's "Good Student Discount." In addition, this office can help you with drop/add or pre-registration and registration problems. A Veteran's Clerk is also available to help you if you need to apply for veteran's benefits or have questions concerning them. This office is located in Rooms 100, 102, 104, 107 and 108 of the Administration Building.

Registrar's Office Staff:

Susanna Yunker, Registrar
James Watson, Assistant Registrar
Debra Christensen, Registration Manager
Arlene Belveal, Secretary to Registrar
Ann Lindley, Recorder
Barbara Parrish, Transfer Credit Evaluator
Sandi Smith, Graduation Evaluator
Isis Frost, Veteran's Clerk

Student Residential Life 385-3986

The Office of Student Residential Life assists students with their residential experience. It is responsible for the residence halls and University apartments, but also provides assistance to those students who live off-campus.

Students with problems or questions related to their housing situation can come to Room 110, Administration Building, for assistance.

The office also tries to identify the needs of students related to their residential experience, so that through individual counseling or new programs these needs can best be met. This includes married students, single parents, single students, off-campus students, and residence hall students. The office supervises all applications, assignments, and financial arrangements for on-campus and University apartments, oversees the physical operation, and maintains listings for off-campus accommodations.

Residence Halls

Boise State University has four residence halls, serving approximately 750 students: The Towers is a coed hall for 300 students; Chaffee is also coed and has a capacity of 290; Driscoll and Morrison accommodate 78 students each, with Driscoll serving as a women's facility and Morrison an upperclass-member coed hall.

Residence Hall Student Government

Each hall has a Hall Council made up of the executive officers and floor/suite representatives. This organization has a very direct voice in the programs and policies which pertain to the students in the respective halls. These are elected positions, and directly involve the students in active participation in all matters that impact on them.

Residence Hall Association

RHA is the organization which represents the central governing body of the students in the residence halls, with the Resident Directors serving as advisors. It is affiliated with the national organization, and is directly involved in programming and policies for the halls.

Resident Advisors

Each hall has Resident Advisors who are selected students trained to assist the residents. The RAs serve as resource people, advise students and student groups, help individuals with problems, implement policies, and basically are there to listen and offer assistance.

Residence Hall Judicial Boards

Students who are suspected of a violation of a University or residence hall policy are referred to a Judicial Board composed entirely of students. There is the right of appeal from the board to the Associated Student Body Judiciary.

Program Fees

All residence halls have a required program fee. This fee is used for programs, activities, and various types of interest group projects as desired by the students.

Semester and Spring Breaks

The resident halls are officially closed during Semester and Spring Breaks. Any student desiring to remain in the halls for all of either of these periods or a portion thereof will be required to pay a per night rate.

Food Service

The Food Service provides six optional meal plans:

- Option 1: any 10 meals Mon-Fri
- Option 2: any 10 meals Mon-Fri & \$137.50 worth of discounted points
- Option 3: any 10 meals Mon-Fri & \$287.50 worth of discounted points
- Option 4: any 15 meals Mon-Fri
- Option 5: any 15 meals Mon-Fri & \$137.50 worth of discounted points
- Option 6: any 15 meals Mon-Fri & \$287.50 worth of discounted points

The six meal plans include two basic weekday options with a variety of add-on cash credits which can be used when the regular dining room is closed and on weekends.

Residence Hall Acceptance
Acceptance and processing of the contract by the Director of Student Residential Life does not constitute approval of academic admission to the University and application for admission is not an application for housing.

Contract

Housing is provided to students who agree to contract for the academic year or for the remainder of the academic year, should the student move in after the year begins. Eligibility to live in a residence hall is dependent upon an individual being accepted by the University as a regularly enrolled student. Priority assignment will be made to students carrying 8 or more credit hours. Students who drop below 8 credit hours may be asked to move from the hall.

UNIVERSITY APARTMENTS

Boise State University has three complexes, with a total of approximately 170 units.

How to Apply

Applications are sent to all students and prospective students who request them. Upon receipt, the student should submit the completed form and a \$50.00 application fee to the Office of Student Residential Life as soon as possible to be placed on the waiting list. Then, when the apartment is available for which the student has applied and is eligible, the student will be contacted. It is the responsibility of the student to notify the Office of Student Residential Life of any change of phone number or address.

Eligibility

Priority is given to married students and single parents with a child or children; however, where space permits, one-bedroom apartments are made available to single students. In all cases, the

tenant(s) must be enrolled as a full-time student(s) at Boise State University.

OFF-CAMPUS HOUSING

The office provides very limited services to students who are seeking off-campus housing. Listings are maintained on available apartments or houses that come to our attention. However, we are unable to go beyond simply making these listings available to anyone who can come to Room 110 of the Administration Building.

Equal Availability

The University is an equal opportunity institution, and offers its living accommodations without regard to race, color, national origin, or handicap (as provided for in Title VI and Title IX and Sections 503 and 504 of the Rehabilitation Act of 1973).

Application Process

To apply for either the residence halls or University apartments, write to:

Student Residential Life
Boise State University
1910 University Drive
Boise, Idaho 83725

Student Residential Life Staff:

Dr. Richard McKinnon, Director
David Boerl, Assistant Director
Janie Bingham, University Apartments Secretary
Imogene Lattig, Residence Halls Secretary
Joseph O'Bosky, Facilities Supervisor



385-1448

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 facilities, services or equipment call 385-1448.

SUB Hours

Monday through Thursday:
6 a.m. to midnight
Friday: 6 a.m. to 1 a.m.
Saturday: 6 a.m. to 1 a.m.
Sunday: 6 a.m. to 11 p.m.

University Bookstore — 385-1254

The Bookstore is located on the first floor of the Student Union Building. All textbooks and supplies required for classes can be purchased there. The Bookstore endeavors to carry a large selection of sale books on a constant basis.

The Bookstore hours are:

Monday through Friday:

8 a.m. to 5 p.m.

Saturday: 10 a.m. to 3 p.m.

We hope you will enjoy shopping at the Bookstore. We are here to serve you.

University Food Service — 385-1225

The University contracts yearly with a commercial food service firm (SAGA) for all food services on campus. For information call 385-1225 or call Student Residential Life at 385-3986 about meal tickets. Some of the facilities provided are:

SUB Student Dining Room: (All students, faculty, staff and guests are welcome.)

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 cards, cash valued I.D. cards, and cash. Meals are provided from 8:00 a.m. to 6:00 p.m. on Saturday and Sunday in the Union Street Cafe. Meal Service on the weekends is the same format as used in the Union Street Cafe during the week.

Meals are served at the following times:

Breakfast: Monday-Friday
7:00-8:00 a.m.

Continental: Monday-Friday
8:00-8:30 a.m.

Lunch: Monday-Friday
11:00 a.m.-1:00 p.m.

Dinner: Monday-Friday
4:45-6:30 p.m.

Saturday and Sunday:
Brunch: 11:30 a.m.-1:00 p.m.
Dinner: 4:30-6:30 p.m.

Even though the Union Street Cafe is open from 8:00 a.m.-6:00 p.m., there are specific hours for Brunch and Dinner.

Union Street Cafe is located on the northwest end of the SUB's first floor. Hamburgers, soup, salads, cold sandwiches, ice cream and ala carte entrees are available from 7:00 a.m. through 8:00 p.m., Monday-Thursday; 7:00 a.m.-3:00 p.m., Friday; and 8:00 a.m. to 6:00 p.m., Saturday and Sunday.

Riverview Deli on the first floor of the Science Education Building is open Monday through Thursday 7:00 a.m. to 8:00 p.m. and Friday 7:00 a.m. to 2:00 p.m. Beverages, juices, sweets galore, deli sandwiches, hot soup and chili, and salads are available to eat there or take out.

Catering University 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 385-1225.

General Purpose Meeting Rooms

There are meeting rooms available to recognized student organizations and to BSU departments located on the second floor of the Union. The majority of smaller rooms are equipped with large conference tables and chairs, while the larger rooms allow the scheduler to select a custom room arrangement. Audio/visual equipment may also be scheduled through this office. The Student Union hosts many campus and community events each year, so call early to assure availability of space for your activity.

In addition to the rooms available in the main Union building, a small house with a kitchenette is maintained for student organizational use should you want to prepare and serve food at your meeting. Catering waivers are available only to BSU student organizations.

Room reservations are made by calling the Reservations Office at 385-1677 or stopping by the office located on the first floor of the Student Union Building.

Union Station — 385-1448

The Union Station Information Center is located in the main lobby to your direct right as you enter the front door of the SUB.

The Union Station is the HUB OF THE SUB. Information concerning current and upcoming events, ticket sales, office location, bus schedules, 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 the side of the Union Station counter. Lost and found services for the entire campus are located here.

Activities Office — 385-1223

This office is located on the second floor of the SUB in the northwest corner. The Activities Office is the focal point for all

student clubs and organizations. All recognized student organizations have mailboxes here and a listing of all recognized organizations and their officers is available.

This office works closely with the Associated Students of BSU, Student Programs Board, ASBSU Judiciary, Elections Board, and approximately 90 recognized student organizations on campus. The Activities Office provides advice on recruitment, training, fund raising, promotion and other leadership skills. If you want to become involved or find out what's happening on campus, this is the place!

Student Programs Board (SPB) 385-3654

Located on the second floor next to the Ada Lounge, SPB is the central programming entity on campus responsible for sponsoring films, concerts, lectures, special events, and fine arts. Committee participation is open to any student interested in choosing entertainment and developing the skills and experience sought by employers. Dedicated to providing alternate entertainment, SPB is students programming for students.

Reservations Office — 385-1677

The Reservations Office is located on the first floor across from the Bookstore. All Scheduling of Student Union Facilities and room reservations are authorized through this office as well as CONFERENCE SERVICES.

Individuals planning multiple day and multiple facility conferences should contact this office for assistance with planning, scheduling, and consolidation of related charges.

Telephones

Four pay phones are located directly behind the main lobby stairway on the first floor. A campus telephone is located at Union Station to call any campus extension free. It cannot be used for off-campus calls. Blue paging telephones are located on the first floor next to the Union Station and on the second floor, adjacent to the Ballroom and in between the Big Four meeting room and the Nez Perce room. One public pay phone is also located outside the Ballroom.

Lounges

There are two very large lounges that make up the northwest corner of both the

first (Boisean Lounge) and second (Ada Lounge) floors of the SUB. Both have huge fireplaces and excellent panoramic views of the campus: a great place to rest and relax between classes.

Ballroom

The Ballroom on the second floor north is used for dances, luncheons, speakers and other activities and has an occupant capacity of 850.

Recreational Facilities

385-1456

The Recreational Center is located on the first floor past the Bookstore. There are six bowling lanes, billiard tables, snooker tables, one three-cushion billiard table, foosball machines, table tennis, bumper pool table, and coin amusement machines. Also available are cards, chess, checkers, cribbage, etc. — at no charge. Lockers located on the left of the entrance to the Recreation Center area available for rent to students; check at the Recreation Center Desk.

Outdoor Activities Center

385-1265

Located in the Recreation Center on the first floor with a lounge and resource library containing maps of our national forests and parks; northwest wilderness areas; hiking trails and bike paths. There are books and magazines on the outdoors, sign-up sheets for upcoming outdoor adventures and information on outdoor lectures.

Outdoor Rental Center

385-1946

The Outdoor Rental Center is located at the east end of the Recreation Center and has a variety of equipment for rent such as cross country and alpine skis, sleeping bags, tents, backpacks, white-water rafts, camping equipment, basketballs, footballs, volleyball sets, and softball sets. The Outdoor Rental Center can equip novice outdoor enthusiasts as well as experienced adventurers with the necessary equipment to enjoy the Northwest's great environment. Whether your interests lie in exploring the mountains, rivers, canyons, or deserts, the Center will help you plan and prepare your equipment needs.

Global Travel — 385-1370

The University branch of Global Travel is a full-service agency offering convenient ticketing arrangements for individual and group travel. Services include airline tickets, cruises, tours, car rentals, total reservations and much more. No charge is made for these services.

Art Exhibits

The SUB strives to bring in the works of local, regional, and national artists for your edification. Any interested student, faculty, local or regional artist may display their art work, paintings or exhibits in one of our four display areas. Some individual pieces from an art exhibit may also be for sale. Insurance protection is strongly recommended and available for all exhibits. Contact the Activities Office for scheduling information.

Vending Machines are located in the Recreation Center on the first floor of the SUB. Other machines are also located in the residence halls and all academic buildings.

SUB Staff

Dennis Freeburn, Director of Student Activities and Student Union
Maggie Starkovich, Secretary to Director
Mike Henthorne, Assistant Director, Student Union
Bree Dahlgren, Reservations Specialist
Doug Trosky, Building Superintendent
Jim Kreider, Assistant Director Student Activities
Diana Fairchild, Student Activities Advisor
Kathy Augustine Amos, Student Activities Office Secretary
Greg Hampton, Recreation Center Manager

Also in the SUB:

William Barmes, Bookstore Manager
Jerry Curtis, Food Service Director

Counseling and Testing Center

385-1601

Counseling

Students seek counseling for a variety of personal, career, and social reasons. Some of these are: difficulties concentrating on studies, persistent worries or fears, test anxiety, excessive fatigue, thoughts of suicide, strained relations with friends or family, alcohol or drug problems, difficulty in making career choices, or numerous other pressures affecting one's academic life. The Counseling Center is staffed by trained professionals who strive to provide each student an opportunity to explore and resolve problems and concerns in strictest confidence.

Testing

A comprehensive evaluation service is available with standardized testing for ability, aptitude, and interest. The center is also responsible for the administration of such nationwide testing programs as American College Testing (ACT), Miller Analogies Test (MAT), Graduate Records Examination (GRE), College Level Examination Program (CLEP), and others. A fee may be charged for some tests.

Eligibility

Any Boise State University student enrolled in six (6) credit hours or more is eligible to make an appointment with a Counselor.

Hours

Counseling Center Services are normally available from 8:00 a.m. until 4:30 p.m., Monday through Friday, while classes are in session.

Confidentiality

All matters discussed by students with counselors are held in strictest confidence. No information will be released to University officials, advisors, faculty members, or other sources without the written permission of the student concerned. Counseling records DO NOT become a part of any official University record.

Counseling Center Staff:

Dr. James Nicholson, Director & Counseling Psychologist
Dr. Richard Downs, Counseling Psychologist
Dr. Anne Marie Nelson, Counseling Psychologist
Darlene Pline, Psychometrist
Clare Spoor, Office Coordinator
Karen Moriarty, Technical Therapist

Student Health Service

385-1459

Location

Directly across from Campus Elementary School at 2103 University Drive.

Hours

9:00 a.m.-4:00 p.m. every day school is in session.

Fees

The program is financed by a fee which is automatically paid for as part of the registration cost. Minimal fees will be

Library 385-1204

charged for certain procedures and diagnostic tests: e.g., pap smears, premarital blood tests and flu vaccines.

Eligibility

All full-time students (privileges are not available to part-time students, faculty, or staff members).

Services

Similar to that of a private office practice which can handle approximately 90% of your health problems.

Listed below are some of the services:

1. Immunizations: TB skin tests, Diphtheria and Tetanus
2. Allergy injections
3. Venereal disease diagnosis and treatment.
4. Contraception examination, prescription, and counseling
5. Approximately 90% of all medication that is prescribed for treatment and prevention (most universities charge extra)
6. Minor surgery — removal of warts, cysts, and moles, etc.
7. Some orthopedic care, such as: sprains and contusions; bandages, splints, cervical collars, casts, x-rays of extremities
8. Examination and treatment of illnesses such as strep throat, ear infections, upper respiratory diseases, etc.
9. Emergency care — suturing wounds
10. All laboratory tests performed or ordered by the Student Health Service in the treatment or evaluation of illness

Staff

2 physicians
3 nurse practitioners
2 receptionists

Confidential Records

All medical records are confidential and are not part of the student's portfolio. Records will not be divulged without the consent of the student unless required by law.

Student Health Service Staff:

Lester Nyborg, M.D., Director
Stanley Drennan, M.D., Staff Physician
Carolee Foster, Nurse Practitioner
Norma Carstens, Nurse Practitioner
Betty Guzzetti, Nurse Practitioner

The Library seeks to promote learning and research by making available those materials appropriate to the University's mission and by creating an environment in which faculty and students can interact with Library resources in the pursuit of knowledge.

The University Library contains more than 1,200,000 items selected by librarians and teaching faculty in support of University education programs. Materials include:

258,000 volumes
2,200 periodicals and subscriptions
46 state and national newspapers
144,000 government publications
636,000 microfilm pieces
103,000 maps
45,000 phonodiscs, cassettes and other A-V items

The basic collection of books is located on the third and fourth floors of the Library Building. Consult the card and microfiche catalogs for specific classification numbers. For use of materials or for study purposes there are 1,350 reader stations in the Library, divided among individual carrels, large tables and lounge seating. There are also small study rooms available for individual or group use. Students are requested to respect the rights of colleagues by helping maintain a quiet study atmosphere in the Library. For locations of services and various collections, see below. Please remember that you must have your BSU Activity/Fee Card and some photo-identification, e.g., driver's license, to check out Library materials.

FIRST FLOOR

Card Catalog/Microfiche Catalogs — the indices to the Library's collections. Here the student may discover what information and materials are available and where they are located. Examine the Information Series, available in the lobby, for instructions in the use of the card and microfiche catalogs.

Reference Department, 385-3301 — 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 Library materials.

Circulation Desk, 385-1204 — the place where books are checked out for home use and records are kept of all books in circulation. Books are returned here, and after being checked in, are reshelfed on their respective floors. Circulation also sends notices to delinquent borrowers who fail to bring back their books on time. Reserve materials are located within the circulation area.

Calculators, including a talking calculator for the visually impaired, for in-Library use are available at the Reserve Desk. A Visual-Tek Reader, Braille, talking books, tape players and a dictionary for the blind are also available. Inquire at the Circulation Desk for location.

Periodicals & Microforms, 385-1263 — The Library collections of periodicals and general microforms are located on the first floor. Assistance in gaining access to periodical literature is available in the Reference Department. Help in using microform equipment may be requested in the Microform Reading Room or at the Circulation Desk.

SECOND FLOOR

Curriculum Resource Center, 385-3605
The Library has a large collection of non-book materials housed in the CRC. The collection includes juvenile books, teaching materials, phonorecords and tapes, and equipment for use with these materials.

Government Publications, 385-3559 — includes a large collection of federal, state and local publications on a broad range of topics. The Library is a depository for both U.S. and Idaho documents.

Maps & Special Collections, 385-1736 includes world-wide coverage in maps, with emphasis on Idaho and the Northwest, the University archives, photographs, and manuscript collections.

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 BSU Activity/Fee Card and a photo-ID to a student assistant at the Circulation Desk.

Fines for Overdue Materials

Books: 25¢ per day to \$10 maximum
Reserve Books & Periodicals: 50¢ 1st hour to \$10 maximum
Patrons must pay the cost of lost material plus a \$10 processing fee.

Library Hours

Mon.-Thurs. 7:30 a.m.-11:00 p.m.
2nd floor closes at 10:00 p.m.
Friday 7:30 a.m.-7:00 p.m.
2nd floor closes at 5:00 p.m.
Saturday 10:00 a.m.-6:00 p.m.
Sunday 12:00 p.m.-10:00 p.m.
No reference service after 8:00 p.m.
2nd floor closes at 8:00 p.m.

Closed on most University holidays and on weekends between semesters. There is a reduced schedule of hours during summer school.

Pay telephones: 1st floor lobby
Campus telephone: 1st floor near Circulation exit
Typewriters available: 2nd floor

Note that smoking is permitted in the lobby and stairwell areas ONLY AND THAT FOOD OR DRINK ARE NOT PERMITTED IN THE LIBRARY.

Educational Media Services, 385-3286
EMS is located on the second floor of the

Library, at the east end, and provides a variety of audio-visual services and resources. The University's extensive film collection may be previewed by appointment during regular business hours.

A limited collection of standard A-V equipment is also available to students for a 24 hour period for use in course-related assignments and activities. An ID is required and held until the equipment is returned.

EMS also provides A-V equipment and delivery; instructional graphics and photography; audio productions; and small format video production for the University's teaching faculty.

Other Services Housed in Library Building

CONTINUING EDUCATION, the departments of HISTORY, SOCIOLOGY, ANTHROPOLOGY, and CRIMINAL JUSTICE ADMINISTRATION, INTERDISCIPLINARY STUDIES and individual fa-

culty offices are located on the second floor.

KAID-TV, 385-3344 — a public broadcasting station, occupies a portion of the ground floor of the Library Learning Center. It has its own entrance on the west side of the building. The facility provides a large production studio, offices and modern broadcasting equipment for a TV station. Boise State University KAID-TV, Channel 4, provides non-commercial public broadcasting programming which serves residents of Treasure Valley. The station airs instructional TV programs for public education, higher education, and the community. In addition, some programs are offered as complete courses via TV for Boise State University as well as supplemental materials for several University 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.

PART III

OPPORTUNITIES FOR INVOLVEMENT

University Committees with Student Members

Application for most University committee student positions is made through the ASBSU. Most positions must be approved by the Student Senate.

Student/Faculty/Administration Committees created by Boise State University Policy

Competency Review Committee reviews the functional competency of tenured faculty, requests formal evaluation of tenured faculty by college or division tenure committees and holds hearings on the recommendations of a Tenure Committee concerning competency of a faculty member. The Committee consists of five faculty and two students. (Established by BSU Policy 5361-B).

Records Policy Committee periodically reviews, interprets and amends all existing BSU record policies and develops any policies as needed. Any misuse or violation of the confidentiality of student or employee records is referred to the Record Policy Committee for consideration and action. Two students serve on this committee. (Established by BSU Policy 1100-A).

Tenure Committees recommend the awarding of tenure and formal evaluation of tenured faculty. Each college or recognized division has a Tenure Committee which the Dean appoints by November 20 from a list of faculty candidates selected by the departments of the college/division and students selected by the Student Senate. The Tenure Committee is composed of five faculty (four tenured, one non-tenured) and two students. (Established by BSU Policy 5357-B.)

Affirmative Action Program Committee acts in an advisory capacity to the President and the Director of Affirmative Action Programs to insure compliance with the Nondiscrimination and Affirmative Action Program of BSU. The committee, appointed by the President, is composed of faculty, staff, and a male and a female student. Interested students should call the Director of Affirmative Action Programs, 385-1979. (Established by BSU Policy 1001-A.)

Committees created by Presidential Directive

Athletic Board of Control advises and assists the development and coordination of athletic programs. It is composed

of seven faculty, one alumni and one student.

President's Cabinet serves under the University President in an advisory capacity to him. The President of the ASBSU serves as a student member.

University Information/Media Communication Standards Committee assists in establishing and maintaining high standards of excellence in media production. Three administrators, three faculty and one student are members.

University Committee for Accessibility is appointed by and reports directly to the University President. It continually evaluates the University's physical facilities, educational programs and activities, to identify barriers and recommend changes that will ensure opportunities for full participation by handicapped persons. The committee is composed of three physically disabled students and eleven representative members of the faculty and staff with the Dean of Student Special Services as Chairman.

Residency Determination Committee hears appeals of students against residency decisions made by the Office of Admissions. The committee is composed of two administrators, two faculty, one student, and the Dean of Admissions, ex officio.

Committees created under Student Affairs

Food Service Advisory Committee promotes lines of communication between students and the food service company.

Student Policy Board develops the Student Code of Conduct, Student Judicial System, and other policies and procedures relating to BSU student campus life. The Board is composed of the Vice President for Student Affairs, two Student Affairs staff, two faculty, four students at large and the ASBSU President and Chief Justice who are ex officio members.

Committees created by the Faculty Senate Constitution

(The following Faculty Senate commit-

tees each have two student representatives.)

Academic Standards Committee is responsible for all matters of policy governing undergraduate academic standards.

Financial Aid Committee is responsible for policy pertaining to the awarding of student scholarships, grants, and loans. This committee will also function as a monitoring body to oversee the process of awarding scholarships, and has the power to appoint specific awarding subcommittees.

Curriculum Committee supervises all undergraduate offerings at the University, determining that curricular changes be compatible with existing programs, feasible under given circumstances, and consistent with the educational objectives of BSU under State and Federal law.

Honors Program Committee develops, implements, and supervises programs for honor students.

Commencement Committee plans all commencement activities. All proposed changes are presented for the approval of the Faculty senate.

Library Committee is concerned with matters of Library policy and procedure.

Matriculation Committee is responsible for all matters of policy regarding the registration, orientation, and advising of students.

Other Boards with Student Members

ASBSU Judiciary (see Article IV ASBSU Constituion) and **Student Policies and Procedures** (see Hearing Boards).

Academic Grievance Board is empowered to recommend changes in student grades, instructional procedure, and testing. See Section IV, "University Policies & Procedures," under "Hearing Boards."

Student Union Board of Governors establishes policies for the operation of

the Student Union, acts in an advisory capacity to the Director of Student Activities and Student Union, and exercises fiscal responsibility for the Student Union. The Student Union Board of Governors is composed of three faculty members, six administrative members, the ASBSU President, the ASBSU Treasurer, a student Senate delegate, the Chairperson of the SPB, and six students-at-large.

Alumni Board of Directors is an advisory/policy making board for the Alumni Association. It is composed of the Alumni Association Executive Committee (President, Vice President, Secretary, Treasurer), their legal counsel, six alumni elected to the Board for three year terms, their past president (ex officio), a Bronco Athletic Association representative (ex officio), and one student-at-large approved by the Student Senate (ex officio).

Pavilion Policy Committee acts in an advisory capacity to the Director of the Pavilion. Recommends operations policies and reviews proposed and scheduled uses of the facility in accordance with established policies and procedures. The committee is composed of three ASBSU Senators, two students-at-large, and five faculty and staff members.

Student Organizations and Programs 385-1223

If you are interested in becoming involved in activities at Boise State University, contact the Student Activities Office, second floor of the SUB, for information on the various organizations listed below. A list of the privileges for recognized student organizations may be obtained in the Student Activities Office on the second floor of the SUB.

Associated Student Body Organizations and Directors:

Elections Board 385-1223
Judiciary Council 385-1223
ASBSU Officers 385-1440
ASBSU Senators 385-1292
Student Programs Board 385-3654/
385-3655

National Student Exchange 385-1280
Pavilion Policy Board 385-1551
Personnel Selection Committee
385-1440
SUB Board of Governors 385-1551

All Campus Service and Honoraries:
Honors Council - Honors Program
Students

University Housing

Women's Residence Hall
Driscoll Hall 385-1502
Coed Residence Halls
Chaffee Hall 385-1259
Morrison Hall 385-1978
Towers Hall 385-3201
University Apartments
University Courts 385-3986
University Heights
University Manor

Publications/Radio

The Cold-Drill 385-1206
Literary Magazine
KBSU-FM 385-3663
Student Radio Station
The University News 385-1464
Student Newspaper

Religious Groups

Baptist Student Union
Biblical Studies Center
Campus Crusade for Christ
Canterbury Club
Forum of BSU
Latter-Day Saints Student Organization
Lutheran Students of BSU
The Open Path
Students International Meditation Society
The Way Campus Fellowship

Greek Fraternities/Sororities

Fraternities
Kappa Sigma
Sigma Phi Epsilon
Sigma Gamma Chi (LDS)
Tau Kappa Epsilon
Sororities
Alpha Chi Omega
Alpha Omicron Pi
Delta Tau Omega
Gamma Phi Beta
Lambda Delta Sigma
Inter-Fraternity Council
Panhellenic Council

Professional Honoraries/Clubs

(BSU) Ad Federation
Alpha Eta Rho - Aviation
Alpha Kappa Psi — Business
Amalgamated Bulls and Bears -
Finance Club

Anthropology Club
Association for Respiratory Therapy
Baccalaureate Nursing Honor Society
of BSU
Beta Alpha Psi - Accounting
Construction Management Association
Criminal Justice Association
Data Processing Management Assn.
Delta Epsilon Chi
Environmental Health Association
Geology Club
Geophysical Society
Human Resources Association
International Association of
Business Communicators/BSU
Omicron Delta Epsilon - Economics
Organization of Student Social
Workers (OSSW)
Phi Alpha Theta - History
Physical Education Majors Club
Pi Kappa Delta - Debate
Pi Sigma Epsilon - Marketing and Sales
Sigma Gamma Epsilon - Geology
The Society of Physics Students of BSU
Sociology Club
Student Association for Radiologic
Technology (SART)
Student Athletic Trainers Assn.
Student Nurses Association
Vocational Industrial Clubs
of America (VICA)
Vocational Technical Student
Coordinating Committee

Special Interest Groups

AFS Returnees
Barrier Busters
Baseball Club
Black Student Union
Bowling Team
Campus Democrats
C'est Vive - Readers Theatre
College Republicans
Communication Students
Dama Soghop - Native Americans
A Dancing Force of BSU
(BSU) Fencing Club
Games Association
Gold Bar Association
Guitar Society
International Student Association
Jazz Ensemble
(Shotokan) Karate Club
Movimiento Estudiantil Chicano
de Aztlan (MEChA)
Music Educators National Conference
Powerlifting Meet
Rodeo Club
Ski Racing Team
Skin and Scuba Club
Soccer Club
Stamp Club
Students for Quality Child Care
Tridens Students' Organization

Scheduling of BSU Facilities

To request scheduling the following facilities call the number listed:

Place to be Scheduled	Office	Phone Number
Room in the SUB	SUB Reservations Office	385-1677
Any BSU grounds	Physical Plant	385-1442
Equipment (tables, chairs, charbroilers, etc.)	Physical Plant	385-1442
Classrooms — Daytime Fall and Spring (Academic Courses)	Assistant Registrar	385-3486
Classrooms — Night or Summer (Extended Day Courses)	Continuing Education	385-3293
Classrooms — Non-University or University Co-Sponsored Usage	V.P. for Financial Affairs Office	385-1483
Gym or Auxiliary Gym	P.E. Department	385-1570
Special Events Center	Morrison Center Scheduling Office	385-1424
Pavilion	Pavilion Manager	385-1900
Morrison Center	Director of Operations	385-1609

Art, Music and Theatre Arts

Throughout the year the **Art Department** sponsors a variety of arts shows of both regional and nationally known artists. In conjunction with these shows, the Gallery invites artists to present workshops. These workshops vary in nature from sculpture to photography and are open to all students. Each spring, the Art Department sponsors a student show. Outstanding student art work is displayed during the year.

The **Music Department** offers a wide variety of opportunities for involvement by students, both as participants and as spectators. The Symphonic Band and University Singers are open to all students without audition. Meistersingers, Orchestra, Music Theatre, Jazz Band, and other ensembles are open to students by audition. The Opera Theatre and Summer Music Theatre are open to students and community people by audition. Academic credit is available for most of these groups and activities. All student musical groups perform regularly on the campus and most participate in a tour each spring. The Faculty Artist Series Recitals are scheduled throughout the school year.

The **Theatre Arts Department** schedules four to eight productions each year that are open to all students. Full-time BSU students may obtain a free ticket to each major production. The department also hosts a secondary school festival in February of each year and offers a children's theatre tour every spring that performs before thousands of elementary school children in the local area. Upper division students are encouraged to direct and produce their own plays. Academic credit is sometimes available for such individuals.

Details about concerts, recitals, and productions can be obtained from the Theatre Arts Department office, phone 385-3957, or the Music Department office, 385-1771. Both Departments are located in the Morrison Center, first floor, Room MC-C100.



The **Morrison Center**, located on the west end of the campus near the Boise River, is one of the finest performing halls in the country, bringing a new era of artistic excellence to Boise and Southern Idaho. The Morrison Center provides an excellent setting for performers and audiences alike to enjoy a ballet, musical, symphony, chorus, opera, ensemble, or a solo performance. The **Main Hall** features a ten story stage house and the room will accommodate over 2,000 patrons. The Hall can be acoustically tuned for a solo performance or a full musical production. Facilities available for disabled persons include wheelchair seating on both levels, self-contained broadcast units for the hearing impaired, and a reader service for the visually impaired.

The **Academic Component** allows the Music and Theatre Arts Departments to teach students in well-equipped areas that include private studios, ear training classrooms, rehearsal rooms, electronic laboratories, a scene design studio and a theatre laboratory. In addition, the proximity of the performing hall gives the students the opportunity to participate in all phases of a major performance, from the technical set-up and rehearsal to the management of the event itself. The ground floor includes four large performing or rehearsal spaces, each with a multiple use potential for both the community and the university, and each with special acoustical features.

The Stage II Multiform Theatre seats 225 and houses many of the Theatre Arts Department productions.

The Recital Hall seats 180 and is used for solo and ensemble performances by the Music Department and as a classroom during the day.

The Choral Rehearsal Room is just off the main lobby and can be used as a reception area for premieres and other performances in the Main Hall. Another large room is used for band and orchestra rehearsals and both have special acoustics.

Tickets: "Select-a-Seat" computer tickets are available through local area outlets or can be purchased at the Center's Box Office by calling 385-1110.

Parking: The University's Parking Regulations apply during regularly scheduled class sessions, both day and evening. No tickets are issued after 7:30 p.m. on the evening of the event or on the weekends.

Scheduling: All inquiries about scheduling the Center's facilities should be addressed to the Director of Operations, telephone 385-1609.

Recreation on Campus

The recreation facilities at Boise State University are intended for the use of students, faculty and staff. The academic needs of students and the recreational activity programs sponsored by the Division of Intramurals and Campus Recreation will have highest priority.

The Campus Recreation program will be available to BSU alumni and Pavilion lifetime members to the extent that their use does not interfere with other priority users. Visiting participants in activities sponsored by the University community may also have access to the recreational facilities during special events. The administration and general operation of the recreation programs shall be the responsibility of the Intramural/Campus Recreation Director, under the auspices of the Department of Health, Physical Education and Recreation. The **Intramural/Campus Recreation Board** comprised of students, faculty and staff will assist in setting budgets, rules, policies and regulations concerning BSU's recreation programs.

Informal Recreation: The University has three main indoor recreational facilities — The Pavilion Auxiliary Gym (Enter through Door #3), The Main Gym, and the PE Annex. Housed in these buildings are two gymnasiums, a swimming pool, two weight rooms, five racquetball courts, an indoor jogging track, mat room and equipment room. Outdoor recreation facilities include playing fields and tennis courts. All recreation facilities on campus are available for use by students when classes, intramurals, and varsity sports are not using them. Hours will be posted at the individual facilities. For further information concerning these facilities, stop by the Intramural/Campus Recreation Office, located in Room 1166, or call 385-1131.

Intramural Activities: The intramural program offers league and tournament play in a variety of lifetime sports and recreational activities. The following is a list of Intramural Activities for this year:

1985-86 Intramural Activities

Fall Semester*

Razzel Dazzel Football
Coed Softball
Tennis (Singles and Doubles)
Touch Football (Men's and Women's)
Coed Ultimate Frisbee
Tennis Mixed Doubles
Racquetball Tournament (Men's and Women's Singles)
Coed Volleyball
3 on 3 Basketball (Men's and Women's)
Hot Shot Free Throw Contest
One on One Basketball (Men's and Women's)

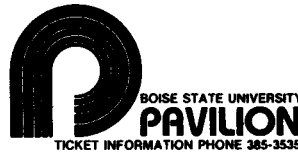
Spring Semester*

Men's Basketball
Women's Basketball
Coed Volleyball
Badminton Singles (Men's and Women's)
Racquetball Singles (Men's and Women's)
Volleyball (Men's and Women's)
Badminton Doubles (Men's, Women's, & Mixed)
Coed Basketball
Coed Softball
Men's Softball
Women's Softball
Racquetball Doubles (Men's, Women's, & Mixed)
Fun Run

* Contact the Intramural/Campus Recreation Office in Room 1166 of the Pavilion for specific entry and starting dates.

Equipment: The Intramural/Campus Recreation Office checks out a wide variety of recreational equipment to BSU Students free of cost. Check Out Equipment includes: basketballs, volleyballs, footballs, frisbees, softballs, bases, bats, racquetball racquets (we do not check out racquetballs).

Multi-Purpose Pavilion



The Pavilion is a special events facility. A variety of events including concerts, circuses, ice shows, closed circuit television exhibition athletic tournaments, and Bronco basketball are a part of the many attractions for Boise State University students and Boise area patrons.

The seating capacity is 12,429 for concerts including 1,148 seats on the arena floor. There are 12,132 seats to accommodate Bronco basketball fans. A theatre quadrant with optional seating arrangements for 1,450 to 3,000 patrons can be tailored for small concerts and special speakers.

Information on tickets and upcoming events can be obtained by calling 385-3535. Pavilion Box Office hours are from 10:00 a.m. to 4:30 p.m., Monday through Friday. A \$1.00 discount for Pavilion events is available to Boise State University students with a current B.S.U. Activity Card and picture identification. This discount is not available at Select-A-Seat ticket outlets.

Athletics at BSU

All students who wish to participate in the intercollegiate athletic program at Boise State University are encouraged to contact the coach of the sport he or she is interested in or the office of the **Director of Athletics, Gene Bleymaier**, and the **Assistant Director of Men's Athletics, Louis Onofrio**, in the Varsity Center, 385-1826 and 385-1513. The office of the **Director of Athletics for Women, Carol J. Ladwig**, is located in the Pavilion, 385-1655.

The Boise State University **Sports Information Office** deals with publicity, promotion, and statistics for the University's athletic program for men and women. The office of the **Sports Information Director, Cheryl Kvasnicka**, is located in the Varsity Center, 385-1288, and the office of the **Sports Information Director for Women, Cheryl Kvasnicka**, 385-3438, is located in the Pavilion, through Entrance #3.

Admission to Athletic Events

Ticket Information: 385-1285

Full-time BSU students will be issued individual tickets for home football and men's basketball games. Part-time students are given the option to purchase a guest ticket for a game under the provisions listed below. Tickets are available for pickup at the Student Union Information Center or at the Varsity Center Ticket Office. All students must present their Fee Receipt/Activity Card and photo identification when they pick up tickets and the Fee Receipt/Activity Card at the gates when entering an athletic event. A student may pick up his/her ticket only.

Football and Basketball Student Ticket Policies have not been set for the 1985-86 school year. Please contact the Athletic Ticket Office for information at 385-1285.

CLUB SPORTS

Currently there are eleven active and two inactive coed sports clubs on campus that are organized to compete in baseball, bowling, fencing, field hockey, judo, karate, powerlifting, rodeo, skiing, soccer, swimming and trap shooting. Club teams travel and compete with other university and college club teams, both in regional and national tournaments. Sport clubs are partially funded by the Associated Students of Boise State University (ASBSU) and through fund raising activities and/or membership fees.

WOMEN'S ATHLETIC PROGRAM

Boise State University has an excellent women's intercollegiate athletic program which includes seven sports. As a member of the Mountain West Athletic Conference (MWAC) Boise State University competes in cross country and volleyball in the fall; gymnastics, basketball, and indoor track and field in the winter; and, tennis and outdoor track and field in the spring. Each sport holds a conference championship at the end of the regular season and qualified teams plus individual champions frequently qualify to proceed from there to the national championships. A special effort is made to include all women interested in competition. Women desiring to become members of one or more of these teams should contact the coach (listed under the team schedule on the following pages) when the University opens in the fall to receive information concerning practice schedules.

Tentative Starting Times for Women's Sports:

Cross Country	September 1-December 1	Gymnastics	September 1-March 15
Volleyball	August 22-December 1	Track and Field	September 1-May 12
Basketball	September 1-March 10	Tennis	October 1-May 15

MEN'S ATHLETIC PROGRAM

Boise State University encourages intercollegiate athletic competition for men students who have the ability and wish to experience competition beyond the intramural and club sport level. As a member of the Big Sky Conference, the University competes in football and cross country in the fall; basketball, wrestling, and indoor track in the winter; and outdoor track, tennis, and golf in the spring. The Department of Men's Athletics provides excellent coaching to the men who participate in the intercollegiate athletic program. Intercollegiate contests are played under the rules of the National Collegiate Athletic Association (NCAA), of which the University is a member, and the Big Sky Conference. All men who wish to participate in the intercollegiate athletic program are encouraged to contact the coach of the sport they are interested in (listed under the team schedule on the following pages) for information concerning eligibility and practice schedules.

Men's Athletic Schedules

1985 BOISE STATE UNIVERSITY FOOTBALL SCHEDULE

September 7	Utah	
September 14	U. C. Davis	7:00 p.m.
September 21	*Nevada Reno	
September 28	*Montana State	7:00 p.m.
October 5	Long Beach State	7:00 p.m.
October 12	Open	
October 19	*Northern Arizona	7:00 p.m.
October 26	*Weber State	
November 2	*Idaho State	1:30 p.m.
November 9	*Montana	
November 16	Cal Poly	1:30 p.m.
November 23	*Idaho	

All Times Local

Home Games in Bold Letters

*Big Sky Conference Games

Head Coach: Lyle Setenich, 385-1793

**TENTATIVE MEN'S BASKETBALL SCHEDULE
1985-1986**

Nov. 6	Spirit Express	Boise, ID	Jan. 18	*University of Idaho	Moscow, ID
Nov. 22	Real Dairy Classic	Boise, ID	Jan. 24	* Montana State University	Boise, ID
Nov. 23	(Idaho State, Northwest Nazarene, Boise State, Lewis & Clark College)		Jan. 25	* University of Montana	Boise, ID
Nov. 27	Eastern Washington University	Cheney, WA	Jan. 30	*Northern Arizona University	Flagstaff, AR
Nov. 30	Metropolitan State University	Boise, ID	Feb. 1	*University of Nevada-Reno	Reno, NV
Dec. 6	Mesa College	Boise, ID	Feb. 7	* Weber State College	Boise, ID
Dec. 9	University of Washington	Boise, ID	Feb. 8	* Idaho State University	Boise, ID
Dec. 12	Oregon State University	Corvallis, OR	Feb. 12	U. S. International University	Boise, ID
Dec. 14	University of California, Irvine	Irvine, CA	Feb. 15	* University of Idaho	Boise, ID
Dec. 20	Albertson's Classic	Boise, ID	Feb. 21	*University of Montana	Missoula, MT
Dec. 21	(Univ. of San Francisco, Chicago State, Univ. of Texas, Arlington)	Boise, ID	Feb. 22	*Montana State University	Bozeman, MT
Jan. 2	University of Portland	Portland, OR	Feb. 28	* University of Nevada-Reno	Boise, ID
Jan. 4	Eastern Washington University	Boise, ID	Mar. 1	* Northern Arizona University	Boise, ID
Jan. 10	*Idaho State University	Pocatello, ID	Mar. 7	* Big Sky Conference Post-Season Basketball Tournament	
Jan. 11	*Weber State College	Ogden, UT	Mar. 8	* Big Sky Conference Post-Season Basketball Tournament	

*Big Sky Conference Games

Head Coach: Bobby Dye, 385-1504

**TENTATIVE STARTING TIMES FOR
MEN'S OTHER SPORTS**

Cross Country September through November
Head Coach: Ed Jacoby, 385-3657

Track & Field March through June
Head Coach: Ed Jacoby, 385-3657

Wrestling November through March
Head Coach: Mike Young, 385-3747

Tennis March through May
Head Coach: Chris Langdon

Indoor Track January through March
Head Coach: Ed Jacoby, 385-3657
Jim Klein, 385-3390

Women's Athletic Schedules

1985 BOISE STATE UNIVERSITY WOMEN'S VOLLEYBALL SCHEDULE

Sept. 6-7	Coors Light/Sun Valley Classic	Sun Valley, ID	Oct. 19	*University of Idaho	Moscow, ID
Sept. 19-21	BYU Invitational	Provo, UT	Oct. 24	* Weber State College	Boise, ID
Sept. 24	Northwest Nazarene College	Boise, ID	Oct. 26	* Idaho State University	Boise, ID
Sept. 26	College of Idaho	Caldwell, ID	Oct. 28	* Portland State University	Boise, ID
Sept. 28	University of California San Diego	La Jolla, CA	Oct. 31	* University of Idaho	Boise, ID
Sept. 30	University of San Diego	San Diego, CA	Nov. 2	* Eastern Washington University	Boise, ID
Oct. 1	United States International University	El Cajon, CA	Nov. 4	*Portland State University	Portland, OR
Oct. 8	College of Idaho	Boise, ID	Nov. 8	*Idaho State University	Pocatello, ID
Oct. 11	*Montana State University	Bozeman, MT	Nov. 9	*Weber State College	Ogden, UT
Oct. 12	*University of Montana	Missoula, MT	Nov. 14	* University of Montana	Boise, ID
Oct. 18	*Eastern Washington University	Cheney, WA	Nov. 16	* Montana State University	Boise, ID
			Nov. 22-23	Mountain West Athletic Conference Championships	TBA

*Mountain West Athletic Conference Games

All Home Games in Bold

Head Coach: Darlene Bailey, 386-1656

WOMEN'S OTHER SPORTS

Gymnastics Schedule not available at printing.
Head Coach: Jackie Carringer, 385-1657

Cross Country Schedule not available at printing.
Head Coach: Jim Klein, 385-3390

Basketball Schedule not available at printing.
Head Coach: Tony Oddo, 385-1797

Track & Field Schedule not available at printing.
Head Coach: Jim Klein, 385-3390

Student Government 385-1440 or 385-1547

Purpose

To promote educational, social and cultural activities; to act as the official voice of the student body; to facilitate student participation in the university community for the betterment of Boise State University.

To build for both today and tomorrow and create programs, opportunities and skills desirable in achieving the maximum in education is our key objective.

The rewards for involvement encompass the feeling of accomplishment along with exposure of meeting new and interesting people and appreciation for the time and talents of other individuals as well as your own.

Government Organization

The Associated Students of Boise State University (ASBSU) provides for the organized conduct of student affairs and promotes the education, social and cultural activities of students, while facilitating student participation in the University Community. The ASBSU is organized into three branches: the **Executive**, the **Judicial**, and the **Legislative** (Student Senate).

The **Executive** branch of student government includes the student body President, Vice President and a Treasurer appointed by the ASBSU President.

The **Legislative** branch of student government is the Student Senate with one elected senator from each college/school plus one senator-at-large for every 800 full-fee paying students. The ASBSU Vice President serves as Chairman of the Senate.

The **Judicial** branch of student government is composed of five (5) student members and two (2) teaching faculty with equal voting rights. Only the student members are eligible to serve as Chief Justice.

Executive Branch

The ASBSU President, Vice President, and Treasurer administer the affairs of the Associated Students and carry out the policies adopted by the Student Senate. They coordinate relations with other student associations and with the University administration. The student body President is the chief executive officer and official representative of the student body with the authority to approve or veto any rule, act, or action adopted by the Student Senate; make appointments to various offices, boards and committees with the approval of the Student Senate; submit a budget for all associated student programs to the Student Senate for their approval; and, call special meetings of the Student Senate.

The student body Vice President presides over the Student Senate each week and assumes the duties of the student body President during an absence or a vacancy.

The student body Treasurer maintains the financial records of the student government, submits monthly financial reports to the Student Senate, and assists the student body President with the preparation of the annual budget message to the Student Senate.

ASBSU OFFICERS

Richard Jung
President

Diane Ralphs
Vice President

Brian Falck
Treasurer

ASBSU officers are located on the 2nd floor, SUB. Call 385-1440 or 384-1547.

Legislative Branch

The ASBSU Senate is the policymaking body of student government with legislative authority over all student body finances and property. The Student Senate enacts by-laws, rules and regulations; approves the student body president's appointees to various offices, committees or boards, and establishes and determines the functions of all student government committees and boards. The Student Senate is required by the ASBSU Constitution to meet weekly during the academic year.

SENATORS

College of Arts & Sciences

John Johnson
Karl Vogt

ASBSU Senate Offices

2nd Floor SUB
Call 385-1292

College of Business

Mike Ames
Ed Calkins

College of Education

John Hetherington
David Stark

School of Vocational-Technical Education

Mark Zimmerman
Tim Buscher

College of Health Sciences

Gina Luke
Mona Henderson

For information concerning ASBSU student involvement, Constitution and Senate Acts, contact the ASBSU offices, 385-1440.

Judicial Branch

The ASBSU Judiciary has the authority to interpret the Associated Student Body's Constitution; delegate judicial authority to lower judicial bodies; hear all appeals from decisions of lower judicial bodies; determine the constitutionality of any Student Senate or student body presidential action; have original jurisdiction in cases involving alleged violations of student government regulations and in cases involving alleged violations of University rules, regulations and policies; to enjoin student government officials from taking actions contrary to the decisions of the student body Judiciary; and to grant official recognition to all campus student organizations.

Chief Justice

Gregg Mattson

Student Justices

Tom Beeler*
Kathy Page
Vicki Pyle
Jim Purdy

Faculty Justices

Keith Groff
Special Lecturer, English
Dr. Laurel Traynowicz*
Assistant Professor, Communications

*Term expires September, 1985.

Judicial Procedural Advisor: Jim Kreider, Assistant Director, Student Activities.

Judicial Secretary: Kathy Augustine Amos.

All inquiries concerning the Judiciary's procedures and purposes should be directed to the Student Activities Office at 385-1223, on the second floor of the Student Union Building.

ASBSU Constitution

PREAMBLE

We, the students of Boise State University, in order to provide for the organized conduct of student affairs, promote the educational, social, and cultural activities of the Associated Students of Boise State University; finance student activities; facilitate student participation; and act as the official voice of the Associated Student Body, do hereby ordain and establish this constitution.

ARTICLE I NAME AND MEMBERSHIP

Section 1.

We, the Associated Students under this Constitution, shall be known as the Associated Students of Boise State University hereafter referred to as ASBSU.

Section 2.

All full-fee paying students of the University shall be members of the ASBSU with all the rights, privileges, and responsibilities in any activity to which the authority of the Constitution extends.

ARTICLE II LEGISLATIVE

Section 1.

All legislative powers herein granted shall be vested in a Senate of the Associated Students of Boise State University.

Section 2.

The membership of the Senate shall consist of:

One senator representing each academic college and one senator representing the School of Vocational-Technical Education. To represent a college or school, each senator must be enrolled in the college or school he/she represents.

A number of senators representing students-at-large shall be one (1) for every eight hundred (800) full-fee paying students enrolled at Boise State University, based on previous semester full-fee enrollment.

The Vice President of the Associated Students of Boise State University shall be President of the Senate, but shall have no vote, unless they be equally divided, or to make or break a 2/3 majority.

In the absence of the Vice President, or when he/she shall exercise the office of the President of the Associated Students of Boise State University, then the Senate shall choose their other officers, and also a President Pro tempore.

Section 3.

The times, places, and manner of holding all elections shall be the responsibility of the Associated Students of Boise State University Election Board, as prescribed by appropriate senate legislation.

The Senate may determine the rules of its proceedings, punish its members for disorderly behavior, and, with the concurrence of two-thirds, expel a member.

The Senate shall keep a journal of its proceedings, available for public inspection.

Section 4.

The Senate shall have power:

- a. To approve by a majority vote any presidential appointee;
- b. To govern in all matters relating to funds and property of the Associated Students of Boise State University, subject to the provisions of this Constitution and the laws of the State of Idaho;
- c. To establish and determine the functions of all committees and boards of the Associated Students of Boise State University;
- d. To enact all legislation which shall be necessary and proper for carrying into execution the foregoing powers, and all other powers vested by this Constitution in the government of the Associated Students of Boise State University.

ARTICLE III EXECUTIVE

Section 1.

The executive power shall be vested in a President of the Associated Students of Boise State University, who shall hold office during the term of one year and together with the Vice President, chosen for the same term, be elected by the

students of Boise State University.

In case of the removal of the President from office, of his death, resignation, or inability to discharge the powers and duties of the said office, the same shall devolve on the Vice President, and the Senate may, by law, provide for the case of removal, death, resignation or inability, both of the President and Vice President declaring what officer shall then act as President, and such officer shall act accordingly, until the disability be removed, or a President shall be elected.

Section 2.

The President shall be responsible for the execution of all legislation, and shall be the official representative of the Associated Students of Boise State University.

The President may require the opinion, in writing, of any executive officer, upon any subject relating to the duties of their respective offices.

The President shall have the power:

- a. To nominate, and with the advice and consent of the Senate, appoint officers and committee members whose appointments are not herein provided for, but the Senate may, by law, vest the appointment of such inferior officers as they think proper in the President alone, in the Associated Students of Boise State University Judiciary, or in other departments;
- b. To fill up all vacancies that may happen during the recess of the Senate, by granting commissions which shall expire at the end of their next session;
- c. To dismiss, with stated cause, any presidential appointee, other than that of an elected officer;
- d. To call special meetings of the Senate;
- e. To serve as an ex officio member of all student government committees;
- f. To recommend for consideration to the Senate such measures deemed necessary and expedient;
- g. To appoint a Treasurer, with the concurrence of the Senate, from a list of applicants forwarded by a committee composed of the Dean of the College of Business, the Chairman of the Department of Accounting, two Senators and chaired by the Vice President of the Associated Student Body of Boise State University.

ARTICLE IV JUDICIARY

Section 1.

The Judicial power of the Associated Students of Boise State University shall be vested in the Associated Students of Boise State University Judiciary. The Justices shall hold office during a term of one year, selected as prescribed by appropriate Senate legislation, and may not be removed from office prior to the end of the said term, except under the Recall and Resignation provisions of Article V.

Section 2.

The Judicial power shall extend to all cases arising under this Constitution and the policies of the Associated Students of Boise State University. The Associated Students of Boise State University Judiciary shall have the power upon request:

To determine the constitutionality of any student government action;

To have original jurisdiction in cases involving alleged violations of policies and regulations of the Associated Students of Boise State University, except in cases wherein original jurisdiction has been designated by the University President or by the Office of the Vice President for Student Affairs to a lower Judicial body. In such cases, the Associated Students of Boise State University Judiciary shall serve as the Appellate Board;

To have original jurisdiction, where jurisdiction has been delegated by the President of the University, in cases involving alleged violations of any university rules, regulations and policies;

To review constitutions for, and grant official recognition of student organizations;

To impose sanctions upon individuals and/or groups proven guilty for violation of the Code of Conduct, Associated Students of Boise State University Constitution, Senate legislation or policies, or of misconduct while representing Boise State University;

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 measure in any election.

ARTICLE V IMPEACHMENT, RECALL AND VACANCY

Section 1.

The Senate shall have the sole power to try all impeachments. When sitting for that purpose, they shall be on oath or affirmation. When the President of the Associated Students of Boise State University is tried, the Chief Justice shall preside, and no person shall be convicted without the concurrence of two-thirds of the total Senate membership.

Judgement in cases of impeachment shall not extend further than to removal from office, and disqualification to hold and enjoy any office of the Associated Students of Boise State University. But the party convicted shall nevertheless be liable and subject to indictment, trial, judgement, and punishment, according to law.

All officers of the Associated Students of Boise State University, excluding the Judiciary, may be removed from office by impeachment.

Section 2.

A recall election may be initiated by a validated petition. The petition must be signed by not less than ten (10) percent of the Associated Students of Boise State University.

The petition shall be submitted to the Election Board, which shall verify its validity. The Election Board, upon receipt of a valid petition, shall conduct a recall election within fifteen (15) school days.

Any officer provided for in this Constitution shall be removed from office by a recall election in which two-thirds of those voting vote in favor of his/her recall.

In the event that an officer is removed from office by a recall election, a special election shall be held to fill that vacancy, or in the case of an appointed position, the President and/or Senate of the Associated Students of Boise State University will start confirmation procedures to fill the vacancy.

Section 3.

If a vacancy in any office, other than the President of the Associated Students of Boise State University, is created by other than recall, the President shall fill

the vacancy by appointment, subject to concurrence of the Associated Students of Boise State University Senate.

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

ARTICLE VI INITIATIVE AND REFERENDUM

Section 1.

The Associated Students of Boise State University may initiate legislation upon the presentation of a petition signed by ten (10) percent of the Associated Students of Boise State University. Upon presentation to and validation by the Election Board, the Election Board shall conduct a special ballot on the said question within fifteen (15) school days.

Section 2.

The Senate of the Associated Students of Boise State University may, with the concurrence of two-thirds of those present, place a measure before the Associated Students of Boise State University.

ARTICLE VII RATIFICATION AND AMENDMENTS

Section 1.

This Constitution shall take effect when it has been passed by two-thirds of the total Senate membership, and is ratified by the Associated Students of Boise State University. This Constitution supersedes all existing Constitutions and By Laws of the Associated Students of Boise State University.

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

Section 2.

Amendments to this Constitution, except for title changes of a position or body which do not affect the description, function, or purpose of that position or body, may be submitted to the Senate in writing, signed by ten (10) percent of the Associated Students of Boise State University. Upon concurrence of two-thirds of the Senate members present, the said amendments shall be placed on a ballot for approval by the Associated Students of Boise State University.

The Senate, upon the concurrence of two-thirds of the total membership, may

propose and place amendments to this Constitution on a ballot for approval by the Associated Students of Boise State University.

Amendments to this Constitution in the form of title changes of positions or bodies which do not affect the description, function, or purpose of the position or body in any way, may be adopted by the concurrence of two-thirds of the Senate members present.

Passed by the Associated Students of Boise State University in conjunction with the ASBSU general elections on April 9 & 10, 1985.

Code of Ethics

Preamble: These principles are intended to aid student leaders (elected and appointed) individually and collectively to maintain a high level of ethical conduct. These are intended to be standards by which each leader may determine the

propriety of his/her conduct in relationships with other leaders, fellow students, other members of the university community and with the public.

1. The principle purpose of student government is to promote educational, social, and cultural activities; to act as the official voice of the student body, to facilitate participation in the university community, and to work for the betterment of the university.

2. To further these ends, it is essential that student leaders merit the confidence of their constituents, endeavoring to be at all times models of honesty and integrity.

3. Student leaders should strive to continually improve their knowledge about issues of concern to students and to seek out all sides of issues before making decisions.

4. Student leaders should attempt to safeguard themselves and the university community against those who would misuse their power and authority in ways

harmful to the good of the students.

5. Student leaders should strive to build for today and for tomorrow by creating programs and opportunities for students to improve their learning and skills, and to learn new skills which will improve their quality of life and aid in achieving the maximum educational benefit from the university.

6. Student leaders should encourage involvement of students and other members of the university community without regard for race, creed, or color, and without regard for political or personal bias.

7. It is the responsibility of student leaders to follow the rules and regulations of the university, the state and city, and the United States of America. It is the further responsibility of student leaders to see that others in the university also follow these rules; and if student regulations become obsolete or irrelevant to see that these rules are updated according to the rules set down by the appropriate governing body.

ASBSU Senate Acts

- Senate Act #1** Repealed
- Senate Act #2** **Reporting of ASBSU Committees** — establishes an effective reporting procedure to inform the legislative and executive branches of the activities and financial status of committees and boards of the ASBSU.
- Senate Act #3** **Personnel Selection Committee** — establishes a body responsible for interviewing applicants for all ASB committees and related boards making recommendations to the ASB President.
- Senate Act #4** Repealed
- Senate Act #5** Repealed
- Senate Act #6** **Financial Advisory Board (FAB)** — creates a body to scrutinize all requests for ASB funds and makes recommendations to the ASB Senate.
- Senate Act #7** **Student Program Board (SPB)** — establishes a body to develop, implement, promote and publicize social, cultural, and intellectual activities on the BSU campus. All committees are composed and chaired by students. The committees seek student input in selecting events to be presented on campus.
- Senate Act #8** **intramurals/Open Recreation Board** — creates a group responsible for presenting an intramurals program for students, staff and faculty.
- Senate Act #9** **Building Structures Committee** — creates a body responsible for providing student input on all proposed structures to be built with student fees.
- Senate Act #10** **Broadcast Advisory Board** — establishes a body which is responsible for developing and implementing broadcasting policies for the student radio station.
- Senate Act #11** **Election Code** — establishes procedures for all ASBSU elections, opinion polls, and other balloting.
- Senate Act #12** **Election Board** — establishes an authorized body to conduct all ASBSU elections, opinion polls, and other balloting.
- Senate Act #13** **ASBSU Lobbying Committee** — establishes a body responsible for lobbying for the known wishes of BSU students. It consists of a chairperson and as many persons as apply.
- Senate Act #14** Repealed.
- Senate Act #15** **Multicultural Board** — establishes a central organization to develop, coordinate, budget, and implement programs of an educational, cultural, social, and humanitarian service for all members of groups affiliated with the Multicultural Board.
- Senate Act #16** **Administration of Fiscal Budget Procedure** — provides the procedure for administration of the ASBSU budget.
- Senate Act #17** **BSU Student Newspaper Guidelines** — provides guidelines for the operation of a BSU newspaper.
- Senate Act #18** Repealed
- Senate Act #19** **Regulation for the Payment of ASBSU Service Awards** — provides for the payment of ASBSU service awards.
- Senate Act #20** **Mr. & Ms. BSU** — establishes responsibilities for Homecoming host and hostess.
- Senate Act #21** **Funding Policy and Financial Procedures for the Allocation of ASBSU Funds** — funding policy procedure for allocating ASBSU funds to recognized ASBSU students clubs and organizations.
- Senate Act #22** **Financial Business Manager** — responsibilities of the ASBSU Financial Business Manager.

PART IV

UNIVERSITY POLICIES AND PROCEDURES

Academic Regulations

Faculty Advisors

All new students are assigned to a faculty advisor prior to registering for classes. The faculty advisor will assist in identifying academic requirements, possible educational and career goals, a program of study, and in completing the Proposed Course Schedule form. Full time students registering for eight credit hours or more must meet with their advisor for approval of their course load or to change courses.

You may change faculty advisors after the first semester in attendance by contacting the Advising Coordinator of your college. To ensure a successful educational experience and to improve one's chances of earning a degree you should establish a close working relationship with your faculty advisor.

Grading System

Each letter grade you earn in a course is assigned a grade point value per credit hour that is used to compute Grade Point Averages:

A = 4 grade points per credit hour
B = 3 grade points
C = 2 grade points
D = 1 grade points
F = 0 grade points

I = **Incomplete** = 0 grade points until work completed (see below)

W = **Withdrawal** = 0 grade points and credit

AUD = **Audit** = 0 grade points and credit

P = **Pass** = credit earned but no grade points

CR = **Credit** = credit earned but no grade points

S = **Satisfactory** = no grade points

U = **Unsatisfactory** = no grade points

NR = **No Record** = 0 grade points and credit until a grade is assigned

NG = **Non-Gradable** = 0 grade points and credit

Grade Point Average

Add total grade points earned and divide by total credit hours attempted. Note: **Do Not** add in credit hours awarded for grades P, CR, S, or U. (See the University Catalog under Academic Information.)

Incomplete Grades

An incomplete grade may be assigned if your work has been satisfactory up to the last three weeks of a semester but cannot be completed because of circumstances beyond your control. Arrangements must be made directly with the professor to:

1. Make up the work within the first half of the next semester of attendance.
2. Request an extension of time from both the professor and Department Chairman.
3. Re-enroll in the course.
4. Request the incomplete be changed to a "W."

If you fail to contact the professor by mid-semester of your next enrollment the professor can:

1. Change the incomplete to a letter grade.
2. Change the incomplete to a "W."
3. Extend the incomplete into the next semester.

Dean's List

Undergraduate students who complete twelve credits of graded academic work in a given semester and earn a 3.5 or better grade point average are officially recognized by placement on the Dean's List. Students who earn a 3.5 or better grade point average for all their academic work are officially recognized at the time of graduation in the Commencement program.

Classification of Students

All registered students are classified according to the number of credit hours or degree earned.

Special - no degree intent - courses of interest only

Freshman - has earned 0 through 25 credit hours

Sophomore - has earned 26 through 57 credits or is enrolled in an Associate or certificate program

Junior - earned 58 through 89 credit hours

Senior - earned 90 plus credits or is enrolled in a second B.S. or B.A. degree program

Graduate - has earned a B.A. or B.S. degree and is enrolled in a graduate level degree program.

Students enrolled for 8 credit hours or more are required to pay full fees but may not be considered as full time students under certain academic policies (see the University Catalog for enrollment verification to other agencies).

Change in Registration

A. OPEN DROP/ADD PERIOD: (First Week of Classes)

1) Students who add or drop a course may use the "Change in Record and Registration" form during this time and must:

- a) have advisor sign (if enrolled in 8 hours or more);
- b) pick up a class card for each **Add** from the Dept. Chairman;
- c) turn in to Registrar's Office-Admin. #102 and present student activity/fee card for identification;
- d) clear with the Cashier's window-Admin. #209.

B. REQUIRED SIGNATURE PERIOD (after first week through the ninth week of classes)

1) Students who petition to **add** a course may use an "Appeal for Change in Registration" form during this time and must:

- a) have advisor sign (if enrolled in 8 hours or more);
- b) have instructor of each course sign;
- c) obtain permission and signature of Department Chairman of **student's major**;
- d) turn into Registrar's Office — Admin. #102 and present Stu-

dent Activity/fee card for identification;

e) clear with Cashier's window — Admin. #209.

2) Students who petition to **drop** a course may use an "Appeal for Change in Registration" form and must:

a) have an advisor sign (if enrolled in 8 hours or more);

b) have instructor of each course sign;

c) turn in to Registrar's Office — Admin. #102 and present student activity/fee card for identification;

d) clear with Cashier's window — Admin. #209.

C. AFTER DEADLINE DATE: (after ninth week of classes)

1) The procedure to **ADD** a course is the same as B.1 above, with the added requirement of obtaining the permission and signature of the Dean of the College of the **student's major**.

2) The procedure to **DROP** a course is the same as B.2 above, with the added requirement of obtaining the permission and signature of the department chairman of the **student's major** on the "Appeal for Change in Registration" form.

D. LATE REGISTRATION

1) Students enrolling in the University after the first week of classes must obtain an "Appeal for Registration" form and:

a) have advisor sign (if enrolling in 8 hours or more);

b) have instructor of each course sign;

c) obtain permission and signature of Department Chairman of **student's major**;

d) obtain permission and signature of Dean of College and of **student's major**;

e) turn in to Registrar's Office — Admin. #102 for checking;

f) proceed to Cashier's window — Admin. #209 for payment of fees and a **\$50.00 Late Registration Fee**.

sign a **Complete Withdrawal** form in the Dean of Student Special Services office. Vocational Technical students must first clear with a vocational counselor before reporting to the Student Special Services office. If you are physically unable to come in to the office, then telephone or write to the dean for a **Petition for a Complete Withdrawal**. The petition must be completed, signed, and returned by you before we can close out your academic records for the semester. You will also receive a pro-rated refund of fees during only the first four weeks of classes.

It is not necessary to request a withdrawal from the University after a semester has been successfully completed or between semesters. Remember, if you enroll in any courses for credit and do not complete the requirements or withdraw, a grade of "F" will be recorded on your transcript.

Right of Appeal: You have the right of appeal to the Dean of Student Special Services for an exception to the requirements of any regulation because of an emergency or medical reason, a hardship, or an unusual or extenuating circumstance that can be verified. The Dean of Student Special Services Office will investigate and confirm your circumstances before a record change is approved.

Administrative Withdrawals

Your registration as a student can be cancelled for any of the following: delinquent financial accounts (bad checks, library fines, overdue loans, bookstore or housing accounts, etc.); incomplete admissions file (no transcripts, test scores, etc.); falsification of official records; registering for classes while academically disqualified; failure to respond to an official summons or behavior that exhibits a clear and present danger to yourself and others. The faculty can also drop you from a class if you register for credit or audit, and never or seldom attend, or if you do not meet course prerequisites.

below is placed on academic probation. A student who continues on academic probation at the end of the next semester of attendance is subject to dismissal from the University.

Hours Attempted	Minimum GPA
1	.00
2	.00
3	.33
4	.75
5	1.00
6	1.17
7	1.28
8	1.37
9	1.44
10	1.50
11	1.54
12	1.58
13	1.61
14	1.64
15	1.67
16	1.69
17	1.70
18	1.72
19	1.74
20	1.75
21	1.76
22	1.77
23	1.78
24	1.79
25	1.80
26	1.81
27	1.81
28	1.82
29	1.83
30	1.83
31	1.84
32	1.84
33	1.85
34	1.86
35	1.86
36	1.86
37	1.86
38	1.87
39	1.87
40	1.87
41	1.88
42	1.88
43	1.88
44	1.89
45	1.89
46	1.89
47	1.89
48	1.89
49	1.90
50	1.90
51	1.90
52	1.90
53	1.90
54	1.91
55	1.91
56	1.91
57	1.91

Academic Probation and Dismissal

A student whose academic work falls below the level indicated in the table

Complete Withdrawal from The University

To withdraw from the University in "good standing" you must officially request and

58	1.91
59	1.91
60	1.92
61	1.92
62	1.92
63	1.92
64	1.92
65 or more	2.00

I. Academic Probation

- A. At the end of a semester (fall, spring, or summer) an undergraduate student who does not attain the cumulative grade point average required for the number of hours attempted is placed on probation for the next semester of enrollment. Notification of probationary status is by letter (to most recent mailing address) sent within two weeks of the close of a semester.
- B. A student on academic probation whose cumulative GPA improves to the acceptable level will be automatically removed from probation.

II. Dismissal

The student who continues on academic probation at the end of the next semester of attendance will be dismissed from the University unless the student's GPA for the most recent semester of enrollment was 2.00 or higher. Notification of dismissal is by letter (to most recent mailing address) sent within two weeks of the close of a semester.

III. Reinstatement

- A. A student dismissed from the University may be reinstated by submitting and receiving favorable action upon a petition to the academic dean of the college from which the student was dismissed. This is the only route to reinstatement and applies even to the student who has attended another institution since being dismissed from BSU. Readmission to a college may be accompanied by academic performance requirements which are more stringent than those of the University. Failure to meet conditions specified for continuation as a major in a particular college may prohibit a student from future enrollment in that college even though the University minimum academic requirements are satisfied.
- B. Normally, a student is reinstated on probationary status. If, however, the student's GPA meets the minimum requirement, the dean may elect to admit the student in good standing.

IV. Restrictions

A student on probation is ineligible to participate in University-sponsored extracurricular activities. (See Eligibility for Extracurricular Activities section of the BSU Student Handbook.) A student on academic probation is ineligible to receive

financial aid. (See section on Financial Aid for further information.)

Student Records

When a student enters the University and submits the requested personal data, there is an assumed and justifiable trust placed upon the University to maintain security of that information for the protection of the rights of the student. To protect students against potential threats to their individual rights inherent in the maintenance of records, and the many disclosures requested regarding them, and in compliance with the Family Educational Rights and Privacy Act of 1974, the University has adopted BSU Policy 4205-D (Student Records). The policy statement in its entirety is contained in the Administrative Handbook of Boise State University. Any students, faculty, or staff who have questions regarding the records policies of Boise State University may consult with the Vice President for Student Affairs.

The following is considered to be public or directory information unless you specifically state that you do not wish to have this released:

- Name
- Local Address / Telephone Number
- Major Field of Study
- Dates of Attendance
- BSU degree
- Date degree conferred

STUDENT POLICIES & PROCEDURES

STUDENT BILL OF RIGHTS Preamble

Ideally, each member of the University community assumes individual responsibility for his/her personal freedom and obligations. The university 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 University.

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 University. 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 University.

For the purposes of applying this statement, a "student" is defined as any person who is regularly enrolled in the University as an undergraduate student, graduate student, or who is admitted as a non-matriculated student, or who is pursuing extension studies.

Freedom of Association

Students are free to organize and to participate in voluntary associations of their own choosing, subject only to reasonable University regulations insuring that such associations are neither discriminatory in their treatment of other members

of the University nor operated in a manner which substantially interferes with the rights of others. Freedom of association may not be forbidden because of the general political or philosophical objectives of any particular group. However, campus groups or organizations are under a strong obligation to avoid representing their actions or views as those of the University.

Recognized Campus Organizations

A recognized organization is a group of BSU students organized for a stated purpose which has official recognition from the ASBSU. Affiliation with an extramural organization shall not of itself disqualify a student organization from institutional recognition nor from the use of University facilities, although reasonable provisions may be made to safeguard the autonomy of a campus organization from domination by outside groups. (See Student Handbook: Student Organization Recognition Procedures.)

Freedom of Speech and Assembly

No rule shall restrict any student expression solely on the basis of disapproval or fear of his/her ideas or motives. Students and student organizations shall be free to examine and discuss all questions of interest to them, and to express opinions publicly and privately. Modes of expression or assembly that are manifestly unreasonable in terms of time, place or manner may be forbidden. This does not, however, abrogate the students' accountability as citizens to the laws of the larger society.

1. Students and student associations shall always be free to support causes by orderly and peaceful assembly which do not infringe upon the rights of others. Such expressions are to be made clear to the academic and larger community that they represent views of the students or student associations and not the University.

2. Student groups are allowed to invite and to hear any person of their own

choosing. Routine procedures required by an institution before a guest speaker is invited to appear on campus shall be designed so as to insure that there is orderly scheduling of facilities and adequate preparation for the event. Institutional control of campus facilities shall not be used as a device of censorship. 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, either by the sponsoring group or the institution. (See Student Handbook: Speaker's Policy.)

Freedom of the Press

There shall be no ideological censorship in the determination of printed matter available on campus; access to publications is not to be denied because of disapproval of their content. Any student publication supported by compulsory student fees or by substantial institutional subsidy shall, however, be subject to the rules and regulations of the State Board of Education acting as trustees of Boise State University or their designees.

Freedom in the Classroom

The classroom is not an unstructured political forum; it is the center for study and understanding of described subject matter for which the instructor has professional responsibility and institutional accountability. S/he should respect the confidential nature of the relationship between instructor and student. S/he should avoid exploitation of students for private advantage and should acknowledge significant assistance from them. S/he should protect student rights as defined herein. Control of the order and direction of class, as well as control of the scope and treatment of the subject matter, must, therefore, immediately rest with the individual instructor, free from disruption by students or others who may be in disagreement with the manner in which she/he discharges his/her responsibilities. (See Student Handbook: Maintaining Order.)

1. A student has the right to be informed in reasonable detail at the beginning of each term of the nature of the course, the course expectations, the evaluative

standards and the grading system that will be used.

2. A student has the right to take reasonable exception to the data or views offered in the classroom and to reserve judgment about matters of opinion, without fear of penalty.

3. A student has the right of protection against improper disclosure of information concerning his/her grades, views, beliefs, political associations or character which an instructor acquires in the course of his/her professional relationship with the student.

4. Students shall have protection through orderly procedures against prejudiced or capricious academic evaluation. At the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled. (See Student Handbook: Academic Grievance Board.)

Student Records

When a student enters the University and submits the requested personal data, there is an assumed and justifiable trust placed upon the University to maintain security of that information for the protection of the rights of the student. To safeguard student privacy, student records are not to be made available to unauthorized on-campus or off-campus personnel without the express consent of the student. Administrative staff and faculty members are expected to respect confidential information about students which they acquire in their capacity of providing counsel and advice. The student shall have the right of access to his/her official University record.

Equal Protection

The University has an obligation to apply its rules equally to all students who are similarly situated. This does not mean, however, that the University is required to refrain from taking action against some offenders because there are others who cannot be identified or who are not similarly charged. If in violation of any rules or policies of the University, procedural fairness is guaranteed to any student of the University. Such fairness incorporates adequate notice of the charges, the opportunity for a fair hear-

ing and the right of appeal. (See Student Handbook: Judicial Procedures.)

CODE OF CONDUCT

The following policies are designed for the general well-being of all members of the University community. Any violations may result in disciplinary action and/or legal action.

1. Academic Dishonesty

Cheating or plagiarism in any form is unacceptable. The University functions to promote the cognitive and psychosocial development of all students. Therefore, all work submitted by a student must represent his/her own ideas, concepts and current understanding. In an attempt to promote these ideals, dishonesty in the University can be defined generally as cheating or plagiarism in any form. The following are examples which can be used as a guide to the student in interpreting the above general definition, but it is not meant to be an exhaustive list:

- a. Buying or in any way using a term paper or other project that was not composed by the student turning it in;
- b. Copying from another exam paper either before or during the exam;
- c. Using crib notes or retrieval of information stored in a computer/calculator outside the exam room;
- d. Having someone else take an exam or taking an exam for someone else; or
- e. Collaboration on take home exams where it has been forbidden.

The course instructor is responsible for handling each case of dishonesty in the classroom except where a major or repeated offense is involved. In proven cases of cheating a student will be dismissed from the class and a failing grade issued. If the instructor and the department chair concur that a case ought to be referred for further University action (which could include suspension or expulsion from the University), the dean, or his/her designee, of the college in which the student is majoring will appoint a special hearing board consisting of three (3) faculty and three (3) students. The dean, or his/her designee, will preside over any hearing and will use general judicial procedures. The Academic Grievance Board would be the appropriate appeal body in such an instance. If a student feels she/he has been unjustly dismissed from class and

given a failing grade, the Academic Grievance Board would be utilized as in any other case of an academic grievance. (See BSU Administrative Handbook Policies 4100-D and 4101-D.)

2. Alcoholic Beverages

a. Illegal possession or consumption of alcoholic beverages is prohibited in college or university-owned, leased or operated facilities and on campus grounds.

b. Alcoholic beverages may not be possessed or consumed under any circumstances in areas open to and most commonly used by the general public. These areas include, but are not limited to, lounges, student union buildings, recreation rooms, conference rooms, athletic facilities, and other public areas of college or university-owned buildings or grounds.

c. Sale of alcoholic beverages is prohibited in college or university-owned, leased or operated facilities and on campus grounds.

d. Students who violate this policy will be subject to sanctions as have been established by institutional administration.

e. Guests and visitors shall observe these regulations while on campus or other college or university property. Non-compliance may subject a person to sanctions imposed by the college or university as well as to the provisions of local and state law. (Adopted by the State Board of Education, December 1, 1977.)

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 BSU and as a State institution, the University is legally obligated to comply with the State law.

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 University owned or controlled property, in University related housing, or at any University sponsored or supervised function.

4. Falsification of University 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 University documents, records, fee receipts, identification cards, meal tickets, parking decals, financial aid forms, telephone billing cards, ASBSU forms or documents, computer tampering.

5. Harassment

Any practice by a group or an individual that detains, embarrasses, or degrades a member of the University community, endangers his/her health, jeopardizes his/her 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 University facility or building is prohibited.

7. Lawful Orders

Failure to disperse or to leave, disrupting or obstructing a University 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. Destruction or Damage of Property

Malicious destruction, damage or misuse of University or private property including but not limited to library materials, vandalism, fire equipment and alarms is prohibited.

10. Disorderly Conduct

Detention, threatening or physical abuse of another person or obstructive or riotous acts in or associated with the University community is prohibited. The above includes verbal or physical abuse of any member of the BSU community on or off campus where the situation involves the educational purposes or objectives of the University.

11. Lewd or Indecent conduct is prohibited as defined by city and/or State ordinances.

12. Gambling in any form is prohibited as defined by city and/or State ordinances.

13. Firearms or Dangerous Weapons

a. BECAUSE OF THEIR RECOGNIZED DANGER, FIREARMS, ILLEGAL KNIVES, EXPLOSIVES, CHEMICAL OR INCENDIARY DEVICES WILL NOT BE KEPT ON UNIVERSITY 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 University building or on campus is prohibited.

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

14. Group Offenses

Living organizations, societies, clubs and similarly organized groups are responsible for compliance with University 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 University regulations, that group may be subject to permanent or temporary suspension, loss of recognition or charter, social probation, or other action.

15. City/State Laws and other Institutional Policies Violation of any city/state laws, University policies or ASBSU rules may result in a sanction imposed under this code.

16. Official Notification

Failure to appear or comply with any official notification or summons, written or verbal, of a duly authorized administrative, faculty, judicial, or student representative of the University is subject to disciplinary action.

SANCTIONS

Sanctions which may be imposed upon the individual proven guilty for violation of the Code of Conduct or any other misconduct on or off campus may include one or a combination of the following:

1. Expulsion

Expulsion is an action indefinitely terminating a student's registration at the institution. Any request for reenrollment must be submitted in writing to the Student Policy Board, c/o the Vice President for Student Affairs.

2. Suspension

Suspension is an action terminating registration in all or some classes for a prescribed period of time not to exceed two years. Any request for reenrollment prior to the end of the prescribed period of time must be submitted in writing to the Student Policy Board, c/o the Vice President for Student Affairs. **(After reenrollment there is normally a probation period to be determined by the judicial board which rendered the original decision.)**

3. Conduct Probation

Conduct Probation is 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 specific time period of probation will always be prescribed. Other conditions or restrictions may also be included or a combination of sanctions imposed.

4. Loss of Privileges

Loss of Privileges is a 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:

- a.** Removal from campus living quarters or other University housing
- b.** Relinquishing a student office
- c.** Loss of such other privileges as may be consistent with the offense committed and the rehabilitation of the student.

5. Censure

Censure is 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.

6. Admonition (or warning)

An admonition is a written notice explaining that continuation or repetition of an offensive act will lead to more severe disciplinary action.

7. Restitution

Restitution is the paying of fines or payment of damages for violations that caused the physical loss, damage, or in-

jury to property or persons and 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 readmittance until the obligation is met.

JUDICIAL PROCEDURES

PART I. Filing Complaints

A. Except in cases of Academic Grievances and Dishonesty, if any member of the University community feels s/he has a legitimate grievance against any other member or group of the University community s/he should contact and consult with the Office of Student Activities (or the Office of Student Residential Life if the situation is related to University residential facilities or programs). Likewise, if any member of the University community feels s/he has been discriminated against on the basis of race, color, religion, national origin, sex, age or disability (as provided for in Title VI, Title IX and Section 504 of the Rehabilitation Act of 1973) s/he should contact the Office of Student Activities or the Affirmative Action Director. (For further information, see BSU Policy 1001-A.)

The purpose of any consultation specified above is to assure compliance with the procedure for filing complaints. **(For Academic Dishonesty cases, see Administrative Handbook Policies 4100-D and 4104-D; for Affirmative Action or Sexual Harassment cases, see Administrative Handbook Policies BSU 1001-A and 1002-A.)**

B. If, after consultation, the complainant wishes to pursue the judicial process, the following information should be filed with the Office of Student Activities (or the Office of Student Residential Life if the situation is related to University residential facilities or programs):

- 1.** A concise STATEMENT OF FACT specifying the charge(s), the individual(s) or group(s) being charged, the factual details of the incident or grievance, names of witnesses or participating grievants and any applicable dates, times and places.
- 2.** A STATEMENT OF FACT by each additional participating complainant or

witness is encouraged but not required.

3. Any evidence, if applicable.

C. The Office of Student Activities (or Student Residential Life where appropriate) will notify the complainant and defendant of date, time and place of any hearings and provide any other information necessary. The responsibility for summoning witnesses rests with the complainant and/or defendant.

PART II. Defendant's Rights

The Office of Student Activities (or Student Residential Life where appropriate) will notify all parties or groups named in an official complaint that charges have been filed.

A. The defendant(s) have the following rights as described below:

1. A hearing by a Judicial Board.

2. Notification of the specific charges filed and procedures involved in a Judicial Board hearing.

3. Access to all documents pertaining to the complaint including any STATEMENTS OF FACT filed by complainant(s) and/or witness(es).

4. Notification of the date, time and place of the Judicial Board hearing at least seven (7) calendar days in advance. (Three [3] calendar days in advance for Residence Hall students where a hearing is involved with an Inter-Hall Judicial Board or an appropriate administrative hearing officer.) The defendant(s) may in writing waive the seven (7) calendar days notice of hearing (or three [3] calendar days for Inter-Hall Judicial Board cases).

5. Opportunity for appeal of any Judicial Board decision and adequate time to prepare appeal (see Part IV, Appeal Procedures).

6. A declaration in writing is necessary to waive a hearing by a Judicial Board and have the case adjudicated by the appropriate Student Affairs officer or by a committee composed of the faculty justices of the ASBSU Judiciary and the ASBSU Judiciary advisor.

However, in all instances where a hearing for disciplinary action would be necessary during the last two weeks of either semester, or during the summer session, the complaint would be heard by the appropriate administrative hearing officer and not by a judicial board. In this instance, the avenue of appeal is through the appropriate Student Affairs officer rather than the Judicial Board.

B. The defendant(s) may consult with the Office of Student Activities (or Stu-

dent Residential Life where appropriate) and file:

1. A STATEMENT OF FACT responding to the charges and citing any factual details or information not stated in complainant's STATEMENT OF FACT.

2. A STATEMENT OF FACT by any witness(es).

3. Any evidence, if applicable.

4. A waiver of NOTICE OF HEARING, if desired.

5. A waiver of hearing by a Judicial Board, if desired.

PART III: Hearing Procedures

A. The defendant(s) may appear in person at a hearing. If the defendant(s) do(es) not appear, the Judicial Board will proceed with a review of the case at the stated date, time and place.

B. The defendant(s) may have an advisor at the hearing.

C. Normally all hearings will be closed to the public at the option of the defendant(s). The Chief Justice, or chairperson, will have discretionary power to limit the number of observers at an open hearing.

D. A complete written or taped transcript of the hearing will be recorded and preserved by the appropriate judicial body until all appeals have been filed or heard.

E. The decisions, and sanctions, if applicable, will be made available to the defendant(s) at a time and place specified by the Judicial Board. It is the responsibility of the defendant(s) to secure his/her copy of the decision.

PART IV. Appeal Procedures

A. All appeals shall be submitted in writing setting forth a concise statement of fact clearly establishing one or more of the following grounds for appeal:

1. The decision was unreasonable;

2. The Judicial Board or Hearing Officer was biased; or

3. The Judicial Board or Hearing Officer misinterpreted the Student Code of Conduct or University document upon which the complaint was based.

In cases involving new evidence, the appeal should be submitted to the original judicial body and a new hearing requested.

B. Appeals from the lower judicial body should be made to the next higher body through the Office of the Vice President

for Student Affairs, i.e., Residence Hall Judiciary to ASBSU Judiciary to Student Policy Board. When a student or group appeals a decision of a judicial body, all recommended action is placed in a pending status until the appeal process has been exhausted. In the event that a case has been heard by an administrative hearing officer, the appeal would be to the next appropriate administrative hearing officer through the Office of the Vice President for Student Affairs, i.e., Director of Student Residential Life to Director of Student Activities/Student Union to the Vice President for Student Affairs.

C. Appeals must be submitted within seven (7) calendar days of the time the decision is made available in writing with copies to the original and last judicial body. (Residence Hall students who are appealing a decision from a Residence Hall Judicial Board or from the appropriate administrative hearing officer must submit appeals within three (3) calendar days of the decision.)

D. When a written appeal is received, the appropriate judicial body will convene to review the appeal and related written documentation in order to determine whether to accept the appeal. If an appeal is accepted, the appropriate judicial body may, at its own discretion, act on the appeal on the basis of written documentation or may conduct a new hearing. The review of an appeal will be done in a closed session.

HEARING BOARDS

Student Policy Board

By delegation of the President of the University, 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 University.

The Student Policy Board is the highest board in the judicial appellate structure and as such will hear appeals from cases heard by the ASBSU Judiciary.

The ASBSU Judiciary and all other judicial bodies are subordinate to the Student Policy Board. The appropriate Student Affairs staff members working in their respective areas of responsibility have the authority to establish residence hall councils or standards committees to hear cases concerning violations of group rules and regulations. The council or committee 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 ASBSU Judiciary.

The Student Policy Board is composed of two (2) members of the faculty, two (2) Student Affairs staff members, four (4) students at-large, the ASBSU President (ex officio), the Chief Justice of the ASBSU Judiciary (ex officio), and the Vice President for Student Affairs who serves as chair. The ASBSU President and ASBSU Chief Justice serve as ex officio (non-voting) members for policy matters, but are ineligible for participation in judicial matters.

ASBSU Judiciary

The supreme judicial power of the Associated Students is vested in the ASBSU Judiciary whose authority is delegated from the University President and is derived from the Associated Students. The ASBSU Judiciary has the authority or original jurisdiction in all cases involving alleged violations of ASBSU and/or University regulations or policies. They will review all complaints with reference to the above, unless referred to a lower tribunal or unless said complaints fall under the jurisdiction of the Academic Grievance Board.

Appeals from decisions or recommendations of the ASBSU 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 University President.

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

1. To determine the constitutionality of any ASBSU action and interpret the Constitution upon request of the ASBSU

President or Senate.

2. To have original jurisdiction in cases of alleged violations of BSU or ASBSU regulations and other ASBSU actions except where delegated to living group judiciaries.

3. To delegate local authority to lower ASBSU recognized judicial bodies.

4. To hear appeals from decisions of lower judicial bodies.

5. To enjoin ASBSU government officials from taking action contrary to the decisions of the ASBSU Judiciary.

Academic Grievance & Academic Dishonesty Board

Responsibility: The Academic Grievance & Academic Dishonesty Board has the ultimate authority in academic matters. No further appellate provision will be available at Boise State University.

Purpose: To establish a procedure to maintain high academic standards and performance and to protect objectivity and fairness in assigning, administering, and evaluating student performance in all matters of grievance pertaining to academic conduct, instructional procedure, or testing.

A. Procedure: Academic Grievances
In order to obtain a hearing by the Academic Grievance & Academic Dishonesty Board, the plaintiff should:

1. Present the grievance to the concerned faculty member first, then to the department head if no solution is reached, and finally to the dean or his/her designee of the college if the grievance is not resolved in steps 1 and 2.

2. If the problem is not resolved after contacting the faculty member, department head, dean or his/her designee of the college, then present the grievance to the ASBSU Vice President.

3. Once the ASBSU Vice President has accepted the complaint, the plaintiff is required to file a Grievance Complaint Form.

4. After the Grievance Complaint Form is returned, the ASBSU Vice President notifies the defendant of the complaint and requests him/her to respond on the Academic Defendant(s) Form.

5. When the form is completed and filed, the ASBSU Vice President shall establish the time, place, and date of the hearing.

B. Procedure: Academic Dishonesty

1. If an instructor wishes to have a cheating or plagiarism offense referred for University action, s/he will confer with the department head.

2. If the department head concurs that the incident should be referred for additional action beyond failing the student in the course, the case will be referred to the dean or his/her designee of the college in which the student is majoring.

3. The dean or his/her designee of the college will appoint a special hearing board consisting of three faculty and three students with the dean or his/her designee as chair.

4. In such a hearing, University judicial procedures will be utilized as outlined in BSU Administrative Policy 4100-D and the Student Handbook.

5. The Academic Grievance & Academic Dishonesty Board will be the final hearing board in the event of an appeal.

C. The Board is empowered to mandate or recommend changes relating to student grades and behavior and to recommend changes relating to academic conduct, instructional procedure, and testing.

D. Recommendations regarding the student will be referred to the Vice President for Student Affairs. Recommendations regarding faculty members will be referred to the Executive Vice President.

The Academic Grievance & Academic Dishonesty Board's membership consists of five student senators, one from each college in the university; five faculty, one from each college, appointed by the Chairman of the Faculty Senate; and a representative from the Student Affairs staff appointed by the Vice President for Student Affairs. All members of the Academic Grievance & Academic Dishonesty Board have equal voting power.

Residence Hall Judicial Board

A Residence Hall Judicial Board system

has been established in the residence halls to hear cases which involve residents of the halls and infractions of policies and procedures. Judiciary power is vested in four judicial boards composed of one appointed member from each residence hall on each board. Each board is chaired by a specified President from one of the residence halls. When a problem arises within a residence hall involving a resident(s) of a hall, it should first be taken to a Resident Advisor or the Resident Director and then to the Director of Student Residential Life. If a satisfactory solution is not reached, then the complaint or problem will be referred to a Residence Hall Judicial Board. Any appeals from the Residence Hall Judicial Board hearings will be referred to the ASBSU Judiciary.

BSU Panhellenic

The BSU Panhellenic Council maintains a committee to mediate concerns and complaints between member sororities. If a sorority has a concern which involves another sorority, a written report is filed with the Panhellenic President. The president will attempt to mediate the concern between the parties involved. If this is unsuccessful, an ad hoc Judicial Committee will act on the matter. The specific Judicial procedures are outlined in the National Panhellenic Conference Manual of Information. A copy of this notebook is on file in the Student Activities Office.

If any party feels that the decision rendered by the BSU Panhellenic Council is unfair, the decision may be appealed to the ASBSU Judiciary.

BSU Inter-Fraternity Judicial Committee

If an individual or group believes there has been an infraction of IFC, University or civil regulations, they should contact the Student Activities office to get advice regarding how to proceed with one's grievance. The basic procedure (as outlined by Article V of IFC's By-laws) is an informal hearing including all parties concerned to see if an amicable solution can be reached. If, after this consulta-

tion, the plaintiff wishes to pursue the matter, a formal hearing of the IFC Judicial Committee will be held.

If any party feels that the decision rendered by the IFC Judicial Committee is unfair, the decision may be appealed to the ASBSU Judiciary.

The Judicial Committee for the Inter-Fraternity Council is composed of two representatives from each fraternity who have been elected to the Council. Each elected member of the Judicial Committee shall have one vote. The IFC advisor (chosen by the administration and approved by the Council) will preside at all Judicial Committee meetings and vote only in case of a tie.

STUDENT ORGANIZA- TIONAL POLICIES

Student organizations and activities policies are made jointly by the ASBSU Senate and the University Administration and are administered by the Director of Student Activities and Student Union. The Student Activities Office is located in the Student Union and staff 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-fee paying students at Boise State University.
3. All groups of students fitting the definition of an organization in No. 1 above must be officially recognized by Boise State University through the ASBSU Judiciary and the ASBSU Senate.

B. Recognition Agreement

Recognition of a group or organization extends to them the privilege of identification with the University and the use of University facilities. The group agrees to accept those regulations and policies necessary for the protection of the University's essential functions, for equal sharing of time and space, and to assure

the reasonable health and safety of the community.

Prior to applying for formal recognition, a student group on campus may obtain permission from the Assistant Director of Student Activities 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 University supports or adheres to the views held or to positions taken by such groups. Responsibility for any actions which violate federal, state, or local laws must be assumed by the group itself.

ACTIVITY SCHEDULING

Any organization recognized by the ASBSU Senate may schedule, sponsor or hold activities utilizing appropriate university facilities, property, buildings and grounds, providing that all events are scheduled in the Student Union Reservations Office for events held in the Union or through the appropriate office administering other facilities.

Procedures

1. An officer of recognized organizations must contact the SUB Reservations Office and obtain an "Activity Scheduling Form" for events held in the Student Union.
2. The sponsoring organization is responsible for the conduct, control, and handling of the event at all times. Maintenance, security or other staff are present to assist and advise only. Should an organization or the University feel that an event is beyond the organization's control, a decision may be made in order to ensure personal safety and/or to prevent damage to University property.
3. Tentative dates and room assignments for pending events in the SUB may be scheduled with the Reservations Office. However, the event must be either definitely confirmed with a completed and approved "Activity Scheduling Form" or the dates canceled at least two weeks prior to the tentative date. All Activity Scheduling Forms must be approved by the Student Activities Office. Please notify the Student Activities Office in the case of cancellation of events outside the Student Union.
 - a. No publicity may be released *until* the "Activity Scheduling Form" is completed and approved.
 - b. All advertisements and posters must be removed the afternoon after the event.
4. 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.

5. “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.

6. 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.

Student Organization Recognition Procedures

Recognition Steps

Individuals and/or groups seeking to organize for the purpose of achieving recognition status should first visit the Student Activities Office (Room 204-205, Student Union Building). The Activities Office staff is available for consultation and advice on policies, procedures, and expenditures pertaining to student organizations and will make a sample constitution available for review. A group may be recognized upon completion of the following requirements:

1. The following information must be turned into the Student Activities Office:
 - a. Nine (9) copies of the group’s proposed constitution.
 - b. List of officers, addresses and telephone numbers (2 copies).
 - c. Two (2) copies of charter members, addresses and telephone numbers.
 - d. If the local group is affiliated with a national organization, the national organization’s constitution or other information is to be filed.
 - e. In the event of a change in officers or their status, a list of said changes will be filed with the Student Activities Office no later than 10 days following election.
2. The group’s proposed constitution will be sent to the ASBSU Judiciary for review, and an elected officer or appointed representative of the club or organization will be notified so that they may attend the review and answer any questions that might arise.
3. After the review and initial approval by the ASBSU Judiciary, the constitution

is brought before the ASBSU Senate for approval. An officer or representative of the organization shall be present when it comes before the ASBSU Senate.

Constitutional Requirements

There are at least eight (8) articles that are necessary in a constitution in order for it to be recognized.

1. **Statement of Purpose.** The statement of purpose for the organization.
 2. **Affiliation**
 - a. Affiliation with Boise State University clearly stated — What does that affiliation mean? What are the obligations and responsibilities?
 - b. Affiliation with a national group and their constitution (if any).
 3. **Non-Discrimination Statement.** (Must be incorporated into the constitution.) It is the policy of the University to oppose and prevent discrimination based on race, color, creed, national origin, physical handicap, age or sex (sex: excluding organizations whose primary function is to provide social activities for their members). The University requires each organization to include a non-discriminatory statement in their national and local charter, constitution or by-laws.
 4. **Eligibility of Members.** Reflecting minimum BSU academic requirements. Voter eligibility. All officers and voting members must be full fee paying BSU students.
 5. **Authority of officers.** How their authority is exercised, where it is vested and how these officials are replaced.
 6. **Selection and removal of officers.** Method used, specific time and type of vote.
 7. **Sources of financial support.**
 8. **Constitutional Revisions.** Any changes in a group’s constitution require approval by the ASBSU Judiciary.
- Ad Hoc Organizations:** The ASBSU 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 measure in any special or regular ASBSU election.

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

- a. Notice of dissolution from officers and/or advisor.
- b. Failure to hold any meetings over a twelve-month period; or,
- c. Failure to submit or report changes in the organization as required above.
- d. Failure to submit a current roster of officers within ten days of an election.

Withdrawal of Recognition: The Vice President for Student Affairs, ASBSU Judiciary, and/or ASBSU Senate may withdraw recognition whenever conditions as outlined in this Handbook are violated or the rules and policies of the ASBSU and/or the University are violated. Prior to withdrawal of recognition the group will be warned, given the opportunity to take corrective steps, or be given a hearing before the appropriate board or council.

All campus organizations are subject to the rules and regulations listed under “Student Organizational Policies” in Part IV, “University Policies and Procedures.”

ELIGIBILITY FOR EXTRA-CURRICULAR ACTIVITIES

1. In order to represent Boise State University or any student organization in any extra curricular activity of an inter-collegiate nature such as debate, student conferences, fraternal or organizational conferences, cheerleaders, etc., a student must:

- a. Not be disqualified or suspended from the University or be on academic, social or conduct probation.
- b. Be currently enrolled as a full-fee paying student.
- c. The ASBSU President, Vice President, Treasurer, and Senate members shall have a minimum 2.25 cumulative GPA standing at the time of election to office and must maintain minimum University standards throughout their tenure in office.

2. The Student Policy Board in its official capacity 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 University strongly recommends to those appointing officials that a cumulative GPA of 2.00 or better be set as a standard for academic acceptance in the choosing of individuals to represent the Associated Students of Boise State University. The Student Policy Board encourages student campus organizations to set additional standards that they deem necessary and beneficial to that organization. The Policy Board feels that

the duty of relieving a student from the position s/he holds because of lack of compliance with the afore-mentioned requirements is the responsibility of the appointing official of that organization.

3. Exceptions: Rule 1a does not apply to students engaged in activities that are required as part of a class or students participating in intramural sports.

OTHER UNIVERSITY POLICIES

UNLAWFUL CONDUCT OR INTERFERENCE ON UNIVERSITY 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 to 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.

SPEAKER'S POLICY

Reference: Idaho State Board of Education Policy Manual; Policy No. 707.2. Students and student organizations shall be free to express their view 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.

Scheduling of Speakers

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. University 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 University.

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 the 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.

FUND RAISING

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

1. 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.

2. The Vice-President for Student Affairs has delegated his authority as follows:

- a. For all fund raising activities by recognized student organizations (except as written in Section 2b below), prior application must be made and approval granted through the Office of the Director of Student Activities/Student Union.
- b. For all fund raising activities within University residential facilities by residential organizations, prior application

must be made and approval granted through the Office of the Director of Student Residential Life. Other recognized organizations conducting fund raising activities within University residential facilities must obtain approval from the Director of Student Activities/Student Union and the Director of Student Residential Life. Residential organizations conducting fund raising activities outside of University residential facilities must obtain approval from the Director of Student Residential Life and the Director of Student Activities/Student Union.

c. In all cases, a written application form is required and the following information must be included: the name of the sponsoring organization; the product or service being sold; the purpose for which profits will be utilized and the location of the proposed activity.

3. Student organizations should check with city officials for off-campus solicitation regulations.

CAMPUS FOOD SALES

The University contracts with a commercial food service vendor to provide an exclusive contract for the merchandizing of all campus vending and food service sales. The one and only exception to this policy is the provision that allows recognized student organizations to apply for a "Food Service Waiver" in conjunction with an approved fundraising activity (see Fundraising, Section 2). Forms and additional detailed provisions for a student organization "Food Service Waiver" may be obtained from the Director of Student Activities/Student Union in SUB 204.

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 proselytizers, charity and/or donation representatives.

2. **University 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 university-owned buildings for potential customers is per-

mitted. 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 Student Activities and Student Union. They are also encouraged to advertise in the recognized student newspaper.

ANIMALS ON CAMPUS

All public laws, both city and state, apply to any type of animal on the campus grounds. Animals are not allowed inside of any university building, with the exception of guide dogs and animals maintained for educational purposes.

MAINTAINING ORDER

Reference: BSU Policy 4104-B.

1. **Policy:** As designees of the chief administrative officer charged with maintaining order on the campus and its facilities, members of the Boise State University faculty are responsible for ensuring orderly conduct in areas under their direct supervision.

Therefore, a member of the University community, in fulfilling his professional and contractual obligations, may dismiss a student from the course for the remainder of the semester when a student violates any of the following specific policies listed under the Code of Conduct in the Boise State University Student Handbook.

A. Harassment: Any practice by a group or an individual that detains, embarrasses, or degrades a member of the University community, endangers his health, or interferes with class attendance, or the pursuit of education is prohibited.

B. Lawful Orders: Failure to disperse or leave, disrupting or obstructing a University 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.

C. Disorderly Conduct: Detention, threatening, or physical abuse of another person, or obstructive or riotous acts in or associated with the University community is prohibited. The above includes verbal or physical abuse of any member of the Boise State University community on or off-campus where the situation involves the educational purposes or objectives of the University.

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

In addition to the above Student Code of Conduct, students may be dismissed or expelled for violation of Idaho Code 33-3715 and 33-3716.

II. Procedure for Dismissal: A written report of any student dismissed from class must be submitted to the appropriate academic dean, with a copy to the department head, no later than one working day after the dismissal.

III. Procedures for Expulsion: The faculty member, if s/he feels it is warranted, may choose instead to expel the student from the course for the remainder of the semester. If the instructor does expel the student from the course for the remainder of the semester, s/he must submit a concise Statement of Fact specifying the reasons for the expulsion, the individual(s) or group(s), the factual details of the incident, the names of witnesses, and any applicable dates, times, or places. This Statement of Fact must be submitted to the appropriate academic dean, with a copy to the department head, no later than one working day after the incident.

The student and the professor are to be notified by the dean, or his designee, no later than two working days after receiving the Statement of Fact if the expulsion is upheld and if the University deems further disciplinary action necessary.

