

INTRAMURAL SPORTS

The intramural sports program at Trinity Valley Community College is a logical extension of the physical education program. Whereas the instructional program is concerned with the teaching of knowledge and skill, the intramural sports program serves as a laboratory for the placing into action of the skills learned in organized class instruction.

It is the goal of the Intramural Program to help develop for each student a group of leisure-time pursuits and activities which enrich the college experience and develop more permanent recreational and sports interests.

STUDENT RIGHTS AND RESPONSIBILITIES

Freedom of Educational Opportunity

Trinity Valley Community College seeks to provide educational opportunity for all applicants for admission without regard to race, color, religion, sex, national origin, age, or disability.

Minor Children on Campus

Classes and activities are offered at the College for minor children. On these occasions, they are invited to avail themselves of these opportunities. At other times, however, parents are cautioned that minor children are not permitted to remain unattended on campus or to attend classes with parents.

Policy of Rights, Conduct and Responsibilities

The Board of Trustees of the Trinity Valley Community College expects employees, students, visitors, and guests to the college to accept the following responsibilities:

- a. Compliance with and support of duly-constituted civil authority.
- b. Respect for the rights of others and cooperation to ensure that such rights are maintained, whether or not one agrees with the views of those exercising such rights.
- c. Cooperation to ensure that the will of the majority is implemented after due consideration, but not to include the suppression of the minority.
- d. To exercise disagreement in a responsible manner and within a framework compatible with the orderly resolution of differences.
- e. Knowledge of and active support of college regulations.

The Board of Trustees of Trinity Valley Community College has declared that the following actions constitute an interference with the lawful and orderly use of college premises, facilities, and activities to accomplish the objectives of the college. These actions are therefore strictly prohibited on the Trinity Valley Community College campus and other college property and facilities and during college-sponsored activities wherever they occur.

- a. Disrupting or obstructing, or attempting to disrupt or obstruct any lawful activity of the college, or violating H.B. 141, as enacted by the 61st Texas Legislature.

- b. Interfering with, or attempting to interfere with, the lawful exercise of freedom of speech, freedom of movement, freedom of peaceable assembly, or other rights of individuals or groups.
- c. Illegally possessing, using, selling, or being under the influence of dangerous drugs or narcotics.
- d. Possessing, using, selling, or being under the influence of alcoholic beverages.
- e. Possessing or using firearms, weapons, or explosives, unless authorized by the college.
- f. Advocating the overthrow by force or violence of any legally-constituted governmental body or system, or any local, state, or federal law, or any rule, regulation, or policy of the Board of Trustees and administrative officials of the college.
- g. Engaging in any obscene, profane, reckless, tumultuous, destructive, or unlawful course of conduct.
- h. Hazing in all forms, as defined and prohibited in the Texas Penal Code. Articles 1152, 1153, 1154, and 1155.
- i. Academic cheating or plagiarism; willfully submitting false information with the intent to deceive: forge, alter, or misuse college documents or records.
- j. Malfeasance in an elective or appointive office of any college endeavor.
- k. Refusal to present an appropriate appearance in dress and grooming while participating in or attending a college activity. (For the purpose of this section, “appropriate appearance” is any reasonable standard of dress or grooming that may be required as a part of a program or objective of the college. This appropriate appearance may vary for different activities or at different times.) The determination as to what constitutes reasonable standards of dress and grooming is an authority delegated to the college administration by the Board of Trustees.
- l. Refusing or failing to comply with a lawful order of any college or public official acting in the performance of his duties in the administration and enforcement of these policies.

The President of the College, or his designated representative, shall be responsible for implementing and enforcing this policy.

Any person violating these policies shall be subject to immediate removal and/or exclusion from the college premises, facilities, or activity. Such removal or exclusion shall not prejudice or interfere with subsequent disciplinary action by the college.

Disciplinary action that may be taken in case of the violation of these policies and regulations may include:

- a. admonition and warning.
- b. formal written warning.
- c. loss of privileges.
- d. formal disciplinary probation.
- e. suspension.
- f. dismissal.

Student Conduct

Each student shall be charged with notice and knowledge of the contents and provisions of the District's rules and regulations concerning student conduct.

All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. In addition to activities prohibited by law, the following types of behavior shall be prohibited:

1. Gambling, dishonesty, or the excessive use of intoxicating liquors.
2. The illegal use, possession, and/or sale of a drug or narcotic, as those terms are defined by the Texas Controlled Substances Act, on campus.
3. Scholastic dishonesty which shall constitute a violation of these rules and regulations and is punishable as prescribed by Board policies. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism, and collusion. "Cheating on a test" shall include:
 - a. Copying from another student's test paper.
 - b. Using test materials not authorized by the person administering the test.
 - c. Collaborating with or seeking aid from another student during a test without permission from the test administrator.
 - d. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test.
 - e. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.
 - f. Substituting for another student, or permitting another student to substitute for oneself, to take a test.
 - g. Bringing another person to obtain an unadministered test or information about an unadministered test.

"Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.

"Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

4. A student who owes a debt to the District or who writes an "insufficient funds" check to the District may be denied admission or readmission to the District until the debt is paid or the check redeemed.
5. Violations of the Penal Statutes of Texas or of the United States occurring on District property or in connection with District-sponsored activities may also constitute violations of the District's rules and regulations when such violations affect the educational process and goals of the District.
6. Possession or use of firearms on District-controlled property except for educational purposes that have the prior approval of the vice-president.
7. Interference with teaching, research, administration, or the District's subsidiary responsibilities through "disorderly conduct" or "disruptive behavior."
8. Use of alcoholic or intoxicating beverages and use of drugs not prescribed by a physician.

9. Hazing with or without the consent of a student; a violation of that prohibition renders both the person inflicting the hazing and the person submitting to the hazing subject to appropriate discipline.
10. Initiations by organizations may include no feature that is dangerous, harmful, or degrading to the student; a violation of this prohibition renders the organization subject to appropriate discipline.
11. Endangering the health or safety of members of the District community or visitors to the campus.
12. Damaging or destroying District property.
13. Sexual harassment.

Discipline

Any student violating this policy shall be subject to discipline, including suspension.

Student Disciplinary Procedures

Disciplinary action may be handled informally between the student and the Vice President for Student Services if there is mutual agreement to do so. This agreement will be in writing, but the circumstances leading to disciplinary action may be verbal unless either party requests that they be written. If a discipline problem cannot be resolved on an informal basis, a formal disciplinary hearing may be requested.

Students on disciplinary probation lose the privilege of holding office in any organization and may receive no honors from Trinity Valley Community College. The probation status is permanent unless the Vice President for Student Services determines that the student has earned the privilege of being released from disciplinary probation. If the student chooses to have the case brought before a Disciplinary Committee a written request must be made within 24 hours to the Vice President for Student Services requesting a hearing. The Vice President will then request that the Chairman of the Disciplinary Committee convene the committee.

The Disciplinary Committee will hear the case as soon as administratively possible. The student may call witnesses and cross-examine witnesses. The Vice President for Student Services will present the evidence against the student and may also call witnesses and cross-examine witnesses.

The Vice President for Student Services will notify the student of the date and time for the proposed disciplinary hearing and furnish a complete statement of those charges to be considered. If witnesses are to appear on behalf of the student, a list of their names must be provided by the student to the Vice President for Student Services at least 24 hours before the hearing.

The Vice President for Student Services will present charges and information supporting the charges at the disciplinary hearing. The student will then be required to present his or her own information and witnesses and may review the information presented by the Vice President for Student Services. The Disciplinary Committee will make the final determination of action to be taken and so notify the student in writing.

The Disciplinary Committee may or may not take action against the student. If the Disciplinary Committee takes action against the student, the student may either accept the decision or ask for a hearing from the President of the College. A request for review by the President must be made in written form within 24 hours to the Vice President for Student Services.

The President of the College will review the case only as it regards a determination of due process. The student may further appeal the case through the President in writing to the Board of Trustees. The Board of Trustees will review the case only in regard to whether the student has received due process.

All hearings will be conducted on the college campus in "closed session" and shall be attended only by those persons authorized by the committee chairman to be present. Members of any press or public communications media will be excluded from such a hearing. Information obtained in such hearings is considered to be privileged communication.

A transcript of the hearing will be obtained through the use of a stenographer or tape recorder.

Disciplinary action may be a verbal warning, probation, dismissal from college housing, enforced withdrawal, suspension, or expulsion from the college.

Disciplinary counseling will be done primarily by the Vice President for Student Services, but other administrators as well as faculty members and students may assist with the informal counseling when necessary or desirable. The purpose of such counseling will be to advise the student of behavior which is in conflict with College policy or procedures and to encourage them to respond in a positive manner to avoid the necessity for disciplinary action. If the students are unresponsive to counseling, then appropriate disciplinary procedures will be implemented. In cases where flagrant violations of policy cause major disruption, tension, or danger to the order, safety, or well-being of the institution or other persons, the Vice President for Student Services is authorized to suspend students immediately, pending a formal investigation and hearing to determine final action.

ACADEMIC APPEALS COMMITTEE

The purpose of the Academic Appeals Committee is to provide an opportunity for a student to have a hearing when he/she believes a penalty or unfair grade adversely affecting his/her academic standing was unfairly imposed. If satisfactory resolution of a matter is not achieved after consultation with the instructor, division chair, dean, and Vice President for Instruction, a request for a hearing must be submitted in writing to the chairperson of the Academic Appeals Committee. The hearing will be conducted on the Henderson County Campus and attended only by those persons authorized by the committee chairperson. Neither the student nor the college will have an attorney present. This appeals process does not include appeals for forced withdrawal from developmental courses.

The committee will decide whether the penalty or grade imposed in a particular case is justified, and either endorse it or recommend an alternate course of action to the Vice President for Instruction. It is expected that, except in unusual circumstances, the Vice President for Instruction will implement the recommendation of the committee.

The Academic Appeals Committee is a standing committee of the College. For each hearing the membership of the Committee is composed of a chairperson, who does not vote unless there is a tie, three faculty/staff members appointed by the President, one member of the administrative staff appointed by the President, and three students selected by the chairperson of the Academic Appeals Committee. Decisions are made by majority vote. The chair notifies the student and college officials, in writing, of the decision reached by the Committee.

GRIEVANCE PROCEDURE

The purpose of this policy is to secure at the first possible level prompt and equitable resolution of student complaints, including those alleging discrimination or harassment on the basis of race, color, religion, sex, national origin, age or disability. Refer to the section on "Academic Appeals" if the complaint involves a grade issue or dispute.

If the complaint involves a problem with an instructor, the student shall discuss the matter with the instructor before requesting a conference with the department chairperson at Level One.

A student who has a complaint shall request a conference with the department chairperson and/or dean, who shall schedule and hold a conference with the student.

If the outcome of the conference with the department chairperson or dean is not to the student's satisfaction, the student has 15 calendar days to request a conference with the Vice President for Instruction, who shall schedule and hold a conference. Prior to or at the conference, the student shall submit a written complaint that includes a statement of the complaint and any evidence in its support, the solution sought, the student's signature, and the date of the conference with the department chairperson.

If the outcome of the conference with the Vice President is not to the student's satisfaction, the student has 15 calendar days to request a conference with the College President or designee, who shall schedule and hold a conference. Prior to or at the conference, the student shall submit the written statements required at Level Two and the date of the conference with the Vice President.

If the outcome of the conference with the College President or designee is not to the student's satisfaction, the student may submit to the College President a written request to place the matter on the Board agenda.

The College President or designee shall inform the student of the date, time, and place of the meeting. The Board President shall establish a reasonable time limit for complaint presentations. The Board shall listen to the student's complaint and take whatever action it deems appropriate.

The Board's consideration shall be based on the complaint records developed at the administrative reviews and no new evidence shall be received by the Board. Each side shall be entitled to make oral arguments based on the complaint record within the time restrictions established by the Board.

If the complaint involves complaints or charges about an employee, it will be heard by the Board in executive session unless the employee complained about requests it to be public.

OFFICIAL SUMMONS

Administrative officers of the College may request that a student come to discuss matters concerning records, financial affairs, conduct, educational programs or other affairs. These requests are OFFICIAL SUMMONS. Failure to respond to an Official Summons may result in formal disciplinary action.